

STRADISHALL PARISH COUNCIL

Minutes of the meeting held on Monday 6th September 2021

Councillors present: Ady Swift (chairman), Ian Hutchinson (vice-chairman), Adrian Lee, Ed Hollingsworth, Jonathan Masefield and Debbie Gates.

Also present: County Councillor Bobby Bennett, District councillors Nick Clarke and Marion Rushbrook and 7 members of the public.

Open Forum:

The following issues were raised:

- Planning application DC/21/0614/FUL
- Thank you for the picnic tables
- The village welcome pack
- Celebrations for The Queen's platinum jubilee in 2022
- The areas where grass is cut in the village

1. County Councillor's report

County Councillor Bobby Bennett sent a written report prior to the meeting. The report is available on the Parish Council's website at: <http://stradishall.onesuffolk.net/about-us/meetings/meetings-reports/6th-september-2021/>

- Footpath diversion – SCC has waived the charge for the footpath diversion next to St Margaret's Church
- She is continuing to push on grass cutting across the area.
- SCC's support for Afghan refugees.

2. District Councillors' report

Nick Clarke explained the planning process and the procedure for calling in planning applications. They have more locality budget available.

3. To discuss the following planning issues

- a) DC/21/0614/FUL - The Cold Store, The Street, Stradishall - Change of use of agricultural storage - building to (class B8) storage and distribution - new vehicular access to the rear.**

It was resolved that the Parish Council would submit the following response:

Stradishall Parish Council appreciates that attempts have been made to address the issues raised previously, but does not feel that all their concerns have been resolved and therefore cannot support the application in its current form:

The remaining concerns are:

- Increased heavy vehicle movements through the village.
- Fire safety. Installing a sprinkler system should be a requirement of any future approval due to the fire risk as the building contains a lot of flammable materials.
- Enforcement of hours of operation and ensuring that there are no breaches.
- The impact of the noise from forklifts moving inside the building.

- b) DC/21/1665/TCA - Tally Ho, The Street, Stradishall - one Scots pine (T1 on plan) one Elm (T2 on plan) fell**

It was resolved that no objections would be made to this application.

- c) Update on the Local Plan**

The Preferred Options consultation will now take place from March – May 2022

4. Acceptance of apologies for absence

Apologies were received from Robert Deeks and the reason for absence accepted. District Councillor Karen Richardson also sent her apologies.

5. Declaration of Interest in items on the agenda and dispensation requests

No councillors declared an interest in any items on the agenda and no dispensation requests were received.

6. Approval of minutes of the meeting held on Monday 5th July 2021

It was resolved that the minutes were correct. The chairman then sign them.

7. Police issues

a) Email from the Police about vehicle crime

There has been an increase in vehicle theft in Haverhill and surrounding villages. Information about vehicle security is available on the Parish Council website at <http://stradishall.onesuffolk.net/local-information/police-info/>

8. Update on list of actions agreed at the last meeting

There were four outstanding councillor action.

9. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- HMRC – PAYE- LGA 1972, s111 – **£150.00**
- Risby Parish Council -phone costs (2/6) of cost of clerk's mobile phone) - LGA 1972, s111 - **£23.90**
- J P Kirk – expenses - LGA 1972, s111 - **£30.90**
- Starboard Systems – Scribe subscription - LGA 1972, s111 - **£115 + VAT (£138.00)**
- Adrian Lee Contract Services – repairs to the playing field pavilion – Open Spaces Act 1906, ss9 and 10 - **£850 + VAT (£1,020.00)**. This payment will be part-covered by reserves of £739 for playing field maintenance.

Jonathan Masfield and Ed Hollingsworth signed the Schedule of Payments after the meeting. The Chairman countersigned it.

b) Approval of payments authorised between meetings

No payments were authorised between meetings.

c) Statement of receipts and payments made since the last meeting

Receipts

| Date | Description | Supplier | Total |
|------------|---------------------------------------|--------------------------|---------|
| 12/07/2021 | Refund insurance costs | Community Action Suffolk | £20.34 |
| 23/08/2021 | WSC locality funding for bin stickers | West Suffolk Council | £100.00 |

Payments

| Date | Minute | Description | Supplier | Total |
|--|---------|----------------------|------------------------------|---------|
| 07/07/2021 | 258/8a | Clerk's expenses | J Kirk | £20.66 |
| 08/07/2021 | 250/8f | Grass cutting | Adrian Lee Contract Services | £756.00 |
| 20/08/2021 | 256/16b | Wheelie bin stickers | Mywheeliebin.com | £99.99 |
| Staff costs as per confidential cashbook | | | | |

d) Bank balances as of 30th August 2021

| | |
|-----------------------|-------------------|
| HSBC current account | £7,487.31 |
| HSBC reserve account | £5,927.63 |
| Total in Banks | £13,414.94 |

Jonathan Masfield verified and signed the bank statements.

e) Signatory to complete the checklist of Internal Controls

Jonathan Masfield completed and signed the checklist of internal controls.

f) Six-month budget review

| Budget Summary 2021 - 2022 | |
|----------------------------|-------------|
| Receipts | |
| Budgeted | £8,439 |
| Actual | £8,663 |
| Difference | £224 |
| Payments | |
| Budgeted | £8,377 |

| | |
|---|---------------|
| Actual | £3,190 |
| Difference | £5,187 |
| Overspends as of 23/08/21 | |
| Bin stickers | |
| Budgeted | £0 |
| Actual | £100 |
| Difference (covered by WSC locality funding) | -£100 |

Expenditure against the budget is currently on track.

- g) **Review of the bank mandate and approve the document 'Procedure for dealing with online banking'**
It was resolved that:

- The document 'Procedure for dealing with online banking' would be approved.
- Jonathan Masfield and Ed Hollingsworth would be set up with online access.
- The Service Administrator (the clerk) and one councillor or two councillors would be authorised to make online payments once the bank mandate has been amended.

10. Highways/rights of way matters/tree or transport issues

- a) **Response from County Councillor Bobby Bennett to the Parish Council's request for a speed survey on Edmunds Hill**

The cost of a speed survey will be £410 (ex VAT) for one site. If a second site is required close by, this will be charged at a reduced cost of £190 (Ex VAT). Bobby Bennet agreed to part fund the survey from her Highways Locality budget.

It was resolved that the Parish Council would go ahead with the survey at a cost of £205 + VAT (50%) and one between St Margaret's Church and Tally Ho at a cost of £95 + VAT (50%)

- b) **Additional verge cuts**

SCC only cuts the verges twice a year. It was resolved that the clerk would obtain a quote from K Hutchinson and Son for verge cutting.

- c) **Email from the PCC about the closure of footpath 4 and repairs to the chancel roof.**

The PCC has notified the Parish Council that it has been advised to close the public footpath (no 4) that goes round the east side of the Church adjacent to the Chancel roof as it needs to undertake maintenance work on the Chancel roof including replacing roof tiles. Suffolk County Council has notified the PCC that it will have pay £600 every 6 months to SCC until the Chancel is reroofed. County Councillor Bobby Bennett had taken this up with SCC who have now agreed to waive the fee.

The future of the Church is also under discussion as there is very little money to undertake these renovations. The PCC will be holding a public meeting on 15th September 2021 to call for help and support from the village.

11. To discuss any playing field issues

- a) **Latest play inspection report**

No new issues were raised.

12. To discuss any village issues

- a) **Litter picking risk assessment for volunteers and insurance cover**

It was resolved that the risk assessment for volunteers and guidance for litter pickers would be approved. The clerk agreed to prepare a volunteer risk assessment for village maintenance.

13. Correspondence

- a) **Email from West Suffolk Housing about Rural Housing Week and the need for rural housing to meet local need.**

It was resolved that:

- A housing working group would be set up. Debbie Gates, Ady Swift and Ed Hollingsworth agreed to join the working group.
- That the clerk would arrange a meeting with West Suffolk Housing to discuss the issue of rural housing in Stradishall.

b) Email from the Tree Council about tree wardens

It was resolved that information about becoming a tree warden would be included on the Stradishall Facebook page to see if any residents would be interested in volunteering to become a tree warden.

14. Any other business for noting or including on the next agenda.

The following items are for including on the next agenda:

- A possible village event
- A village tidy up

There being no further business the meeting closed at 8.20pm

Signed: **Dated:**