



EARL STONHAM PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Earl Stonham on **Monday, 7th March 2022 at 7.30pm.**

Present:

Councillors: M Gillett (Chair)
D Turner
K Wilkinson
H Stanford
H Glasse
M Mann
S Budd
S Baker
A Stevens

In Attendance J Blackburn – Clerk
District Cllr S Morley

ES118/21/22 – PUBLIC FORUM

There were six members of the public present.

Ms Jenny Reason and Ms Carly Day from a Veterinary Practice in Bury St Edmunds were present at the meeting to express their interest in purchasing the empty pub in the village, in order to use it as a Veterinary Practice, subject to planning.

Members informed the applicants that they were aware of an offer that had been made to keep it as a pub, which had not been progressed.

Ms Reason explained that at the recent Open Day there had been a lot of developers present none of which had progressed any interest.

ES119/21/22 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from County Cllr Hicks.

ES120/21/22 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

ES121/21/22 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

ES122/21/22 – TO APPROVE THE MINUTES OF THE MEETING HELD ON 12TH JANUARY 2022

It was AGREED: That the minutes of the meeting held on 12th January 2022 be approved as a true record and signed by the Chairman.

ES123/21/22 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR HICKS

Cllr Hicks' report had been circulated prior to the meeting and would be published on the village website.

ES124/21/22 – TO RECEIVE THE DISTRICT COUNCILLOR’S REPORT – CLLR MORLEY

Cllr Morley’s report had been circulated prior to the meeting and would be published on the village website.

Cllr Morley briefly went through her report making the following points:

- Mid Suffolk District Council (MSDC) had frozen their Council Tax for 2022/23
- MSDC were putting a lot of money into supporting business and communities. Also, business owners in Babergh and Mid Suffolk who wanted to learn new or improve their digital skills could access free courses as part of a new business support programme.
- Needham Market Library – new library opened last week.
- Babergh and Mid Suffolk District Council had been awarded £324K to provide specialised emergency accommodation for rough sleepers and those at risk of homelessness. The funding, from the Ministry of Housing, Communities & Local Government’s Rough Sleepers Accommodation Programme, would see new energy efficient homes in Stowmarket and Sudbury, to provide emergency accommodation for vulnerable adults at risk of living on the streets.

Cllr Turner asked Cllr Morley for an update on the Magpie Sign in Stonham Parva to which Cllr Morley stated that she currently had no update as Officers were still speaking with Stonham Parva Parish Council.

Cllr Stanford asked Cllr Morley about Gateway 14 to which Cllr Morley replied that works had commenced on the infrastructure and expressions of interest had been received.

ES125/21/22 – UPDATE ON FOOTPATHS

Tony Stevens was present at the meeting and informed members that the Green Route would be walked on 23rd April 2022 at 2pm followed by refreshments.

He added that he’d had discussions about a new walk for the Queen’s Platinum Jubilee, which would be called the Purple Walk. It would be a combination of two current footpaths plus a new footpath.

Cllr Wilkinson reported that the fingerpost was still leant up against the tree on Chapel Lane. **Clerk to chase.**

It was reported that overgrown brambles were blocking the footpath from Mudd Hall. **Clerk to report.**

Cllr Turner asked if there was any update to FP136 to which the Clerk stated there was no update at the current time. **Clerk to chase.**

ES126/21/22 - PLANNING APPLICATIONS

Ref: DC/21/06771 - Full Planning Application - Severance of garden and erection of 1 No dwelling, garage and creation of new vehicular access to serve Forge Cottage (following demolition of outbuildings) - The Old Forge Cottage, Norwich Road, Earl Stonham

It was AGREED: That the Parish Council had no objections to the application. **Clerk to action.**

Ref: DC/21/06953 - Planning Application - Erection of an agricultural barn (re-submission of DC/21/03208) - Land Rear of Angel Hill Farm, Stonham Aspal

A resident was present at the meeting who informed members that he believed a covenant was in place for the land in question. He confirmed he had spoken to the applicant on two occasions about the planned barn. He considered the barn to be oversized for what it was intended to be used for.

Cllr Wilkinson reminded members that the proposed barn would also be in close proximity to two listed buildings.

Members expressed concern on the size of the proposed barn and felt it unnecessary, not in keeping with its surroundings and being in close proximity to two listed buildings.

It was AGREED: That the Parish Council **Object** to the application. **Clerk to action.**

Ref: DC/22/00802 - Householder Application - Erection of two storey side and rear extension and alterations to porch - 9 Weylands Close, Earl Stonham

It was AGREED: That the Parish Council had no objections to the application. **Clerk to action.**

Ref: DC/22/00846 - Full Planning Application - Severance of garden and erection of single storey dwelling including new vehicular access - Kinclaven, Wicks Lane, Earl Stonham

Members of the public present expressed their concerns regarding the application and stated that the site was too small for the proposed dwelling. If approved it would leave both properties with very small gardens. The proposal would also cause an overlooking issue. The adjacent property was also listed.

Members agreed with the concerns and felt the proposal was inappropriate and overdevelopment of the plot.

It was AGREED: That the Parish Council **Object** to the application. **Clerk to action.**

Ref: DC/22/00925 - Application for Listed Building Consent - Installation of replacement windows and french doors - Weylands Farmhouse, Forward Green, Earl Stonham

It was AGREED: That the Parish Council had no objections to the application. **Clerk to action.**

ES127/21/22 - PLANNING DECISIONS

The following decisions were noted.

Ref: DC/21/06544 - Application for Listed Building Consent. Remedial works to sole plate and timber frame and removal of concrete render, replacement with lime render as per Engineers Report - Fen House, Fen Lane, Earl Stonham – **Granted**

Ref: DC/21/05529 - Planning Application - Erection of 1no detached dwelling (following demolition of agricultural building with residential prior approval under DC/21/03970) and change of use of land to residential - Meadow View Farm, Stowmarket Road, Earl Stonham - **Granted**

ES128/21/22 – TO RECEIVE THE CLERK’S REPORT AND FINANCIAL MATTERS

a) TO RECEIVE THE CLERK’S REPORT

The Clerk reported that Cllr Wilkinson had requested a change in Agenda Collation. Cllr Wilkinson suggested that a Draft Agenda be sent out to all Councillors prior to its dispatch, then Cllrs could request any additional items to be added. **All Agreed.**

b) **TO RECEIVE THE CLERK'S FINANCIAL REPORT**

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 1st March 2022 was £8,723.70.

c) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Feb)	£124.12
Jennie Blackburn	Clerk's Office Allowance/Exp (Feb)	£26.00
Vertas Group Ltd	Grass Cutting - Jan-Mar 2022	£316.44
S Budd	Remembrance	£50.00
D Turner	Recorder Printing Reimbursement	£190.00
ESVH	Half of Recycling Credit	£171.72

It was AGREED: That payments totaling £878.28 be authorised and actioned by the Clerk.

The following receipts were also noted:

J Felton	Recorder Advert	£30.00
JD Trees	Recorder Advert	£30.00

d) **BANK RECONCILIATION**

Cllr Mann confirmed he had checked all the necessary paperwork in relation to the Bank Reconciliation.

It was AGREED: That the Bank Reconciliation be approved.

e) **BUDGET MONITORING REPORT**

It was AGREED: That the Budget Monitoring Report be noted.

f) **INTERNAL AUDITOR FOR 2021/22**

It was AGREED: That Trevor Brown CPFA (Local Council Financial Services & Internal Audit) be appointed as auditor for the purposes of the 2021/22 audit.

g) **EXTERNAL AUDIT ARRANGEMENTS 2021/22**

It was AGREED: That the same arrangements applied for external audit arrangements as last year, that the Parish Council did not need an external audit and therefore be classed as exempt.

ES129/21/22 – POLICIES AND PROCEDURES

a) **REVIEW OF INTERNAL AUDIT CONTROL AND RISK MANAGEMENT ARRANGEMENTS**

It was AGREED: That the Internal Audit Control and Risk Management Arrangements were reviewed and approved.

b) **FINANCIAL REGULATIONS AND STANDING ORDERS**

It was AGREED: That the Financial Regulations and Standing Orders be approved and adopted.

ES130/21/22 – UPDATE ON BLACKSMITHS LANE

Cllr Stevens attended a site meeting with Cllr Hicks (County Cllr), Mr Podd (resident) and Mr Parden (Anglian Water) at Blacksmiths Lane on Thursday, 10th February 2022 at 1pm, where the issues and effects to the Lane following the closure of Saxham Street were discussed.

He explained that the full length of the lane was walked and works that needed to be carried out recorded.

It was suggested that when Saxham Street was closed again for further works, a one way system should be put in place for Blacksmiths Lane, in order to reduce the impact of additional vehicles using the lane.

Cllr Stevens confirmed that all measures agreed at the meeting were being put in place.

Cllr Gillett reported that since the site meeting and the collapse of the sewers at Saxham Street, the required works and therefore closure of Saxham Street (for six weeks) had happened sooner than expected. He added that Mr Podd was keeping the Parish Council informed of any issues. He reported that some cars had been observed driving against the one way system in place and most drivers were not keeping to the temporary 30 mph limit. Cllr Hicks had approached the Police for enforcement.

ES131/21/22 – TRUSTEES

The Clerk reported that Cllr Wilkinson's place on the Trustees needed renewing, therefore Cllr Budd proposed and Cllr Stanford seconded that he be re-appointed to the Trustees again.

It was AGREED: That Cllr Karl Wilkinson be re-appointed to the Trustees.

ES132/21/22 – QUIET LANE STATUS FOR BROAD GREEN AND CHAPEL LANE

Cllr Wilkinson reported that he had been approached by a resident in relation to Broad Green Lane and Chapel Lane being given Quiet Lane status and would the Parish Council support the resident's application.

Members felt that they needed to know more about the process.

It was AGREED: That the Clerk liaise with the Lead for Quiet Lanes to find out more information and report back to the next meeting.

ES133/21/22 – SPEEDING THROUGH THE VILLAGE / COMMUNITY SPEEDWATCH TEAM

Cllr Gillett reported that Dawn Gillett had taken the role of Co-ordinator and had been in touch with the Community Speedwatch Team at the Police. She had received volunteer applications which had been forwarded to the relevant people.

ES134/21/22 – QUEENS PLATINUM JUBILEE CELEBRATIONS

Cllr Turner reported that the Queen's Platinum Celebrations planned to consist of the lighting of the Beacon (temporarily placed on the Village Green) on Thursday, 2nd June 2022 during the evening. Music would be played if possible, a song and refreshments provided.

On Friday, 3rd June 2022 a Jubilee themed Pub Night was planned and Sunday, 5th June 2022 would be a 'Get Together' lunch where residents were asked to bring plates of food for all to share.

She added that Cllr Hicks had contributed £200 towards the costs from his locality budget funding and asked if the Parish Council would also be prepared to contribute. The full cost of the various celebrations was believed to be in the region of £750.

Cllr Gillett asked Cllr Turner to thank Tony Turner for all his efforts with the planned celebrations.

Cllr Turner asked for any volunteers to help on the days e.g. erection of marquees.

Cllr Stanford reported that a church service was planned to be held on Sunday, 5th June.

Cllr Baker stated that she would ask Ichiban if they would donate some Sushi for the celebrations.

It was AGREED: That the Parish Council donate £500 towards the costs for the celebrations.

ES135/21/22 – MULTICOURT

Cllr Wilkinson reported that the signage for the Multicourt was being checked from a legal point of view. He added that the nets for the basketball hoops needed to be replaced.

It was AGREED: That the Clerk look into the cost of replacement basketball nets.

ES136/21/22 – VILLAGE HALL

Cllr Turner reported that Tony Turner had set the street lamp at the entrance to the village hall to be off between midnight and 6am.

She also reported that the CCTV camera that faced the Multicourt had ceased working and she therefore asked members if replacement of that camera was needed at a cost of approximately £80.

The Village Hall was having a general tidy up and re-paint of the walls on 25th March 2022 and any volunteers would be very much appreciated.

It was AGREED: That the Parish Council felt it was unnecessary to replace the CCTV camera that faced the Multicourt at this time.

ES137/21/22 - TAP JUNCTION

There was nothing to report. **Clerk to chase.**

ES138/21/22 – MAGPIE SIGN

This item had been discussed earlier in the meeting.

ES139/21/22 – STREET LIGHTING

The Clerk had circulated a quote received to replace units 1 and 5 as recommended by Suffolk County Council. The cost to replace the two units was £444 (plus VAT).

Members felt that the Parish Council needed to budget for the replacement of the other units in the future.

Payment for the power used for the street light at the entrance to the Village Hall was discussed and it was confirmed that the Village Hall paid for the power therefore it would seem that the power was being paid twice, as it was also on the list of street lights the Parish Council owned and paid for.

It was AGREED: That the Clerk accept the quote to replace Units 1 and 5 of the street lights.
That the Parish Council budget for the replacement of the other street light units in the future.
That the Clerk look into the double payment for the Village Hall Street light.

ES140/21/22 - WHEELIE BIN STICKERS

The Clerk reported that Creeting St Mary Parish Council wished to research the possible provision of Wheelie Bin Speeding Stickers with their residents and therefore advised the Parish Council to proceed without them.

It was AGREED: That the Clerk look at the Electoral Register for the number of houses on certain roads with a 30mph and provide the number to the Councillors.

ES141/21/22 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

- Abba Night – 25th June – to raise money for Cancer Charity at the Porch’s Farm.
- Cllr Baker – Councillor’s Training – Agreed
- Church Service – Mothering Sunday – 27th March 2022

ES142/21/22 – DATE OF NEXT MEETING – Monday, 9th May 2022 – Annual Parish Meeting at 7pm followed by the Annual Parish Council Meeting at 7.30pm

ES143/21/22 – CONFIDENTIAL STAFFING MATTER

The Clerk left the room whilst the item was discussed and voted upon.

Members of the Parish Council considered the grading of the Clerk's post with reference to the national pay scales. It was noted that it was appropriate to reflect the experience and expertise of the Parish Clerk, her CILCA qualification and recognise that she was also the responsible Financial Officer.

It was AGREED: That the Clerk's post be confirmed at LC1 Point 22 with effect from 1 April 2022

The meeting finished at 9.35pm.

Chairman: Dated: