Stradbroke Parish Council

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COUNCILLORS ARE SUMMONED and THE PUBLIC ARE INVITED
TO ATTEND a MEETING of the PARISH COUNCIL which is to be held
in the **COURT HOUSE, QUEEN STREET, STRADBROKE**
on **MONDAY 11TH MARCH 2019, COMMENCING AT 7.30pm**

Dated this 6th day of March 2019 *O Wladon* Clerk to the Council

AGENDA

19.3.1	**Chairman's welcome**
19.3.2	**Apologies for Absence**
(1)	Councillors to note any apologies for absence
(2)	Councillors to vote on acceptance of absences
19.3.3	**Declarations of Interest**
(1)	To receive any Councillors' Declarations of Local Non-Pecuniary Interests
(2)	To receive any Councillors' Disclosable Pecuniary Interests in subsequent agenda items
19.3.4	**Dispensations** Councillors to decide upon any requests for dispensations *(none were received at the time agenda was issued).*
19.3.5	**Councillor vacancies** Councillors to note the resignation of David Turner from the Parish Council.
19.3.6	**Minutes** Councillors to review and approve minutes of the meetings of 11th and 22nd February 2019 as a true record of the business conducted *(draft minutes can be found on the meetings page of the Parish Council website. https://www.stradbrokepc.org/documents)*
19.3.7	**Public forum**: the public will be invited to address the Parish Council. Each member of the public will be allowed a maximum of 2 minutes to speak regarding items on the agenda.
19.3.8	**To invite the County & District Councillors to respond to any questions on reports previously submitted to the Parish Council.** *(copies of the reports – if received - are attached to the agenda)*
19.3.9	**Planning**
(1)	**Councillors to consider and review the following new applications:** **DC/19/00614** – Full planning application: erection of 1 no. dwelling (following demolition of existing dwelling). York Cottage, Laxfield Road IP21 5HX **DC/19/00783** – Application for Listed Building Consent: Installation of a new passenger stair lift to the existing ground to first floor staircase and removal of the existing modern (2010's) softwood timber handrail. Church House, Queen Street IP21 5GH **DC/19/00789 –** Application for Listed Building Consent: replacement of first floor windows. Town Cottage, Queen Street IP21 5HT **DC/19/00853** – Full planning application: change of use of hair salon to dwelling. Oak Cottage, Laxfield Road IP21 5HX
(2)	**Councillors to note the results of planning applications considered by MSDC since the PC last met:** **DC/19/00022** –Land to the south of new Street, Stradbroke **DC/18/04706 -** Land opposite Magnolia House, Wilby Road, Stradbroke, Suffolk

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19.3.10	**Finance**
(1)	Councillors to note Account Balances at 28th February 2019: Current Account - £7,308.65 Deposit Account - £16,099.80
(2)	A motion is proposed that Councillors approve cheques for signature or BACS payment for online authorisation as per the schedule prepared by the Clerk.
(3)	Councillors to note the receipts received in the month and the estimated reserved accounts balances taking into account committed funds as per the schedule prepared by the Clerk.
(4)	Councillors to approve the appointment of Mr Trevor Brown as internal auditor for the Parish Council for the year ending 31st March 2019.
19.3.11	**Neighbourhood Plan** Councillors to note that a report will be prepared for the 13th March 2019 meeting at MSDC to formally adopt the plan as part of MSDC planning policy.
19.3.12	**Heritage Lottery Fund – All Saints Church** Councillors to review a letter received from FOASS regarding the FOASS regarding the fundraising for All Saints Church – copy of letter attached to the agenda.
19.3.13	**Polices/Procedures for review:** • Safeguarding Policy – updated contact information • Press & Media Policy – no amendments required • Protocol on Communications – no amendments required All Policies and Procedures are available to view on the Parish Council website at: https://www.stradbrokepc.org/statutory-information
19.3.14	**Councillor Reports**
19.3.15	**Risk Assessment - To receive reports from Councillors on:**
(1)	Community Centre Play Park
(2)	Westhall Play Park
(3)	Fitness Track
(4)	Permissive Path
(5)	Cemetery
19.3.16	**Health Centre** Councillors to note that following the Stradbroke Trust's request to surrender the lease, work is underway to finalise arrangements for the Health Centre from 1st April 2019 onwards. The following steps have been taken: • 2 x insurance quotes have been obtained for discussion at this meeting. • Inspection and conditions survey estimated at £800-£900 plus vat – Councillors need to decide if they wish this to be undertaken. • A meeting has been arranged with the Practice Manager. • The medical practice has chased the outstanding notional rent review. • The Secretary of the Stradbroke Trust has been asked to advise when overdue assessments and updating of fire safety equipment will be undertaken, as per the list below: 1. Asbestos Risk Assessment – which should be completed annually and is overdue for this year. 2. Legionella Risk Assessment - which should be completed annually and is overdue for this year. 3. Fire Safety Improvements – FlamkeSkill the organisation employed to look after the firefighting equipment and emergency lighting have indicated that there are a number of fire safety improvements required at Stradbroke.

19.3.17	**Clerk's Report:**
(1)	**Health Centre:** No formal request for work on the premises has been received for review.
(2)	**Training:** Councillors to note any training undertaken or requests for training to be arranged.
(3)	**General** • The report on the trees and hedge cutting has not been prepared in time for this meeting. c/f • No contractor has been identified regarding servicing of the play park equipment – emails have been sent to Clerks seeking information on contractors for other parishes. • Work on digitally recording the burial book has not been completed. c/f • Schedule of works for chapel has been circulated – no response has been received to date from Councillors no how they wish to proceed. • The Clerk has been advised that the noticeboard opposite the junction of Wilby Road and New Street/Church Street is deteriorating. • Michael Hugman is investigating the possibility of facilitation another Sports Open Day in Stradbroke and would be happy to hear from anyone willing to help with the event. • The Cricket Club will be using some of the funds reserved for maintenance of the playing field. • Following advice received since the last meeting, the Annual Parish Meeting has been moved to 9th May 2019. The Hall at the Stradbroke Sports and Community Centre was already booked for most of the evenings in May, therefore an alternative location has been found. This year the annual parish meeting will be held in the Assembly Hall of Stradbroke High School.
19.3.18	**Correspondence**
(1)	Tabled: none
(2)	Emailed prior to meeting: • Weekly SALC bulletins • Rural Services Network Bulletin
19.3.19	**Matters for inclusion in the Agenda of the next meeting: 8th April 2019** Councillors to note that matters for inclusion on the agenda for the next meeting need to be submitted to the Clerk by 29th March 2019.

Agenda item: 19.3.12

SAS (Saving All Saints) are currently preparing a further application to the National Heritage Lottery Fund for a substantial grant in order to complete all necessary repair work on the church. We are aware of your interest in and concern for the church building (ref: Neighbourhood Plan Community Actions - ACV proposal Dec 18; SARA article in Feb 19 Stradbroke Monthly) and, therefore, would like to ascertain whether the Parish Council or SARA are individually or collectively also considering this course of action.

Our aim is to build on the previous application with the focus on heritage and community alongside a much more sustainable and resilient longer-term plan. In this way, we have sought and gained expertise from a specialist architect and advisers from Historic England who are working closely with us as they have placed the church on At Risk register that includes providing some funding. However, we are open to further collaboration with village groups and organisations beyond those already identified in the outline plan and invite you to support us in our endeavours if you have not begun the process yourselves.

If you are intending to apply yourselves could you let us know before we proceed any further and please do not hesitate to contact us for any information we may have in order to assist you.

Kind Regards Gillian Rennie-Dunkerley. Carol Darling. Jane Merritt 8/2/19

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Agenda item: 19.3.8

Report for Stradbroke Parish Council by District Councillor Julie Flatman

- Needham Lake café and visitor centre was approved at cabinet on Monday the 4th of March.
- This will be a fantastic boost to Needham Market economy with over 300,000 visitors a year. The development will hopefully start in the Autumn if scheme is agreed at planning. The project will cost around 600,000.
- Needham Market former Council offices site approved for housing scheme at planning on 27th February. This site will be a mix of housing and retail.
- Women's cycle tour comes to Suffolk again this year, route to be announced on the 8th March.

Mid Suffolk makeover continues as shop grants brighten high streets

Facelifts of up to £15,000 are now on offer for shopfronts and businesses across the region – in a bid by Mid Suffolk District Council to rejuvenate our high streets.

Last summer Mid Suffolk District Council launched the Shop Front Grant Scheme to help refresh the high streets in Eye, Needham Market and Stowmarket.

The scheme has already helped several local retailers complete improvement work, updating their signage and external appearance.

Now, following feedback from businesses on the current scheme, the Council is expanding the scheme to also include grants for repairs, cosmetic improvements and accessibility aids like grab handles, wheelchair ramps, doorbells and automatic doors.

Grants are available to businesses across Mid Suffolk District for shop front improvements, painting, and rainwater management repairs. For retailers and businesses in Eye, Needham Market and Stowmarket there are grant packages available offering grants up to 100% of costs, up to £15,000 depending on the works involved and location.

Any business considering improvements to their shop front anywhere in Mid-Suffolk district should contact the Open for Business Team to discuss the assistance that may be available to them on 0300 1234 000, and press option 7 to speak to the operator.

Leaflets have been distributed by me and can be obtained from the Library.