

Minutes of the Ordinary Meeting of Stradbroke Parish Council

held at the Court House, Stradbroke on

Monday, 12th August 2024 commencing at 7.30pm

Present: Mandy Allen, Edward Chew, James Hargrave, Irene Mucklow, Caroline Stebbing (C)

In attendance: Odile Wladon (Clerk), Cllr Anders Linder (District) and 5 members of the public

Item Ref	Minute
24.08.01	<p>Chairman's welcome</p> <p>The Chairman informed the meeting of the sad news that County Councillor Peter Gould recently passed away.</p> <p>The following reminders were given:</p> <ul style="list-style-type: none">• The meeting may be broadcast live and recorded. Any recording may be published on the council's website or may be available for repeated viewings on the Council's Facebook page, therefore anyone speaking at the meeting will be deemed to have given consent to being recorded.• Members of the public are reminded that this is a meeting of the Parish Council held in public; it is not a public meeting. Members of the public may address the Council with comments on agenda items including planning applications during the public forum.
24.08.02	<p>Apologies for Absence</p> <p>(a) Councillors received apologies for absence from Russell Ayling, Helen Ball, Antony Bush, Maureen John, Karen Lynch and Toni Wisbey.</p> <p>(b) Councillors resolved to accept the apologies received.</p>
24.08.03	<p>Declarations of Interests</p> <p>There were no declared interests received from Councillors in subsequent agenda items.</p>
24.08.04	<p>Dispensations: there were none requested</p>
24.08.05	<p>Councillor vacancies: Councillors noted there were no applications for co-option.</p>
24.08.06	<p>Minutes: Councillors reviewed and resolved to approve the minutes as a true record of the business conducted at the meeting held on 8th July 2024.</p>
24.08.07	<p>District Councillor Linder:</p> <p>A report previously circulated was noted. The following points were highlighted by Cllr Linder:</p> <ul style="list-style-type: none">• State of the District report was pleasing.• Education levels for 19 year olds above national average• Mean average age is rising, but there is time to address this. <p>A draft Listed Building Consent Order has been prepared this will enable energy efficiency improvements to be made more quickly.</p> <p>Councillor Linder will be meeting with 3 officers to discuss matters in his constituency.</p>
24.08.08	<p>Public forum</p> <p>A member of the public spoke regarding an email they had submitted requesting that the Parish Council changes the settlement boundary as part of the neighbourhood plan review process.</p>
24.08.09	<p>Urgent action taken by the Clerk:</p> <ol style="list-style-type: none">i. Requested that the branches on the trees to the rear of the playing field were cut back as there were some overhanging the fitness track.ii. Reported overgrown grass on verge at Westhall junction with Queen Street to highways – no outcome yet.

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	<p>iii. Issued confirmation to the surveyor helping with the rent review that the Parish Council noted a conflict of interest as the Council's surveyor also needs the medical practice's permission to talk directly to the ICB and District Valuer.</p>
<p>24.08.10</p>	<p>Finance:</p> <p>(a) External Audit report Councillors received the report and noted the following comments: On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR). In our opinion the information in sections 1 and 2 of the AGAR is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Other matters: none Councillors resolved to accept the report and comments.</p> <p>(b) Monthly accounts</p> <p>i. Councillors noted the account balances at 31st July 2024. Current: £26,264.63 Deposit: £132,841.22 The Chair initialled the bank statements.</p> <p>ii. Councillors resolved to approve the payments as per the schedule appended to the minutes.</p> <p>iii. Councillors noted the receipts received during July 2024.</p>
<p>24.08.11</p>	<p>Planning</p> <p>(a) Councillors reviewed and resolved to approve the following actions in response to planning consultations: DC/24/03128 – Full application: Conversion of disused barn to short-term holiday accommodation. Hepwood Lodge, Wilby Road. Submit comments. DC/24/03129 - Listed Building application for DC/24/03128. Submit comments. DC/24/03314 – Erection of 1 self build dwelling and 3 bay cartlodge (following demolition of existing) Resubmission of DC/23/03912. Five Oaks, Fressingfield Road. Support with comments. DC/24/03221 – s.73 application for removal or variation of a condition following grant of 947/78 (08.02.2019): Erection of two agricultural workers bungalows and garages (and repositioning of existing garage), extension of existing drive from existing access. To remove condition 2 – agricultural occupancy condition. Wits End, Battlesea Green Close, Stradbroke. Submit a question regarding livestock units. DC/24/03044 - Full planning application: Erection of 4 bed dwelling with detached cartlodge and guest accommodation over (following demolition of existing dwelling) Marsh Farm, Mill Lane. Submit comments.</p> <p>(b) Councillors noted the outcome of the following planning applications determined by MSDC: DC/21/06803 – Lime Tree Farm, Laxfield Road (4 dwellings) REFUSED DC/24/03069 – Old Herb Garden, Pixey Green (conditions 4 & 5) DISCHARGED</p> <p>(c) Councillors noted decisions reached by Planning Inspectorate: APP/W3520/W/23/3333345 and 3333344 – Grove Farm, Queen Street ALLOWED APP/D3505/W/23/3331444 – Land rear of the Beeches, Meadow Way DISMISSED</p> <p>(d) Other Planning Matters: i. Neighbourhood Plan – formal review: Councillors noted that the Consultant previously appointed has moved to a new</p>

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	<p>company, and his company has closed. The new company are willing for him to continue to work with the Council in his new role. Councillors resolved to accept this course of action and appoint LUC as the consultants supporting the work.</p> <p>ii. Councillors noted that the Clerk had received a call from Earlswood, developer of application DC/20/05126 – land south of mill lane. Developer stated that s.106 agreement had been signed and returned to MSDC.</p>
24.08.12	<p>Updates from Councillors</p> <p>(a) Task & Finish Groups:</p> <ul style="list-style-type: none"> • Broadband – no update available • Policy Review – Councillors expressed their thanks to RA and HB for the work on this matter. The submitted paper was reviewed and Councillors resolved the following: <ul style="list-style-type: none"> i. A date of adoption and a future review date will be included on all policies, but a version history was considered unnecessary and will not be included. ii. It is not necessary to add an additional paragraph in the roles and responsibility guide to allow Councillors to work on projects as that is already part of their role. Councillors can work together or with the Clerk to research a project to bring to the Council for consideration. iii. Communication and Press & Media Policies – no changes were agreed as the policies will be combined with a newly issued Social Media and Electronic Communication Policy. Once the combined revised policy has been approved, the Councillor/Officer protocol will be amended to reflect the adopted policy and a sentence will be added advising that the document should be read in conjunction with all adopted Council policies. iv. No change to be made to the Protocol for Public Participation in Council meetings, and the unchanged document was adopted. v. No change to be made to the Developer Engagement Protocol, and the unchanged document was adopted. <p>(b) Working Groups:</p> <ul style="list-style-type: none"> • Youth Voice – no update available <p>(c) Councillors with specific responsibilities:</p> <ul style="list-style-type: none"> • Climate Change – a report previously circulated was noted. • SALC – no update available <p>(d) Training – Councillors resolved that the Clerk could attend an ICCM workshop on Management of Memorials, cost £155 plus VAT.</p>
24.08.13	<p>Updates on Council Projects</p> <p>(a) Pedestrian/Highways Safety Project</p> <ul style="list-style-type: none"> • Councillors noted that the CIL bid by Highways has been refused and a call has been requested with officers at MSDC to clarify a few matters. • A meeting with Highways will take place on 15th August to determine a way forward within the budget available. • 3 quotes have been obtained for SIDs – Highways have stated new posts would need to be installed at a cost of £600 per post; therefore it is possible different locations could be identified and the TVAS scheme could continue. • A report on next steps will be brought to a future Council meeting.

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	(b) Electrical kiosk – playing field: no update for this meeting.
24.08.14	Policies and Council protocols:
	Complaints Procedure – Councillors resolved to adopt the amended policy.
24.08.15	Civility & Respect
	<p>Councillors resolved that the Council signs the Civility and Respect pledge as follows: The Parish Council agrees that the council will treat Councillors, Clerk, Employees, Members of the Public and representatives of partner organisations and volunteers with civility and respect in their roles and that it:</p> <ul style="list-style-type: none"> • Has put in place a training programme for councillors and staff. • Has signed up to the Code of Conduct for Councillors • Has good governance arrangements in place including, staff contracts, and a dignity at work policy. • Will commit to seeking professional help in the early stages should civility and respect issues arise. • Will commit to calling out bullying and harassment if and when it happens. • Will continue to learn from best practice in the sector and aspire to being a role model/champion council (eg via the Local Council Award Scheme). • Support the continued lobbying for the change in legislation to support Civility and Respect Pledge, including sanctions for elected members where appropriate.
24.08.16	Correspondence:
	<p>(a) Tabled: Councillors resolved actions for correspondence tabled at the meeting.</p> <ol style="list-style-type: none"> i. MSDC – planning survey Action: Clerk to complete the survey on behalf of the Council. ii. MSDC – Bus Strategy. Action: Toni Wisbey to take the matter forward. iii. MSDC – Call for Land Summit. Action: has been promoted on the Parish Council’s Facebook page. iv. Stradbroke Sports & Community Centre – Action: Clerk to advise that the Parish Council will not be submitting a nomination for a Trustee position. <p>Resident correspondence:</p> <ol style="list-style-type: none"> i. Fitness Track – concern about trees overhanging fitness track. Action: contractor has been requested these to be cut back. ii. Settlement Boundary change request. Action: this matter to be passed to Neighbourhood Plan review steering group to be included in the overall review and recommendations to be brought to the Council for approval. iii. Dog litter bin at BQP. Action: pass to Finance & Premises Committee for discussion as part of budget setting exercise. <p>(b) Emails: Councillors noted correspondence previously circulated - SALC bulletins</p>
24.08.17	Next meeting: Monday, 9 th September 2024

Meeting closed at: 8.40pm

Signed: _____ Date: