

**Minutes of the Ordinary Meeting of Stradbroke Parish Council
held at the Court House, Stradbroke on
Monday, 12th December 2022 starting @ 7.30pm**

Present: Helen Ball, Antony Bush, James Hargrave, Kamal Ivory, Maureen John, Susan Loxton, Caroline Stebbing, Toni Wisbey

In attendance: Odile Wladon (Clerk) and 6 members of the public.

Item Ref	Description
22.12.01	Chairman's welcome The Chairman advised that this meeting would not be broadcast but may be recorded.
22.12.02	Apologies for Absence (a) Apologies for absence were received from Russell Ayling and Helen Long. (b) Councillors voted to accept the apologies received. (c) Vacancies: (i) Councillors noted that no election has been called to fill the casual vacancy therefore 2 co-options can now take place. (ii) There were no applications for co-option.
22.12.03	Declarations of Interests Councillors declared interests in subsequent agenda items as follows: (a) Pecuniary Interests - none (b) Other registerable interests - none (c) Non-registerable interests - none
22.12.04	Dispensations: There were no requests for dispensations.
22.12.05	Minutes: Councillors reviewed and approved the minutes as a true record of the business conducted at the meeting held on 14 th November 2022.
22.12.06	County & District Councillors: Apologies were received from Cllrs Flatman and Gould and their previously submitted reports were noted. Updates were received on: <ul style="list-style-type: none"> • Holiday activity fund, and • Suffolk Highways are finding a suitable 2 week period including school holidays for the work in Queens Street.
22.12.07	Public forum: There were no comments or questions from the public present.
22.12.08	Planning: (a) Councillors reviewed and approved a response to the following planning applications: DC/22/05848 – Application for Listed Building Consent – removal of 1 no. triangular window. Change of material to brickwork up to DPC, timber cladding and roof slate finish to extension (approved under 1630/16). Fig Tree Cottage, New Street, IP21 5JJ SUPPORT subject to any comments from the Heritage Officer. (b) Councillors noted the outcome of planning decisions reached by MSDC: DC/22/05012 – Land rear of the Beeches, Meadow Way IP21 5JW REFUSED DC/22/04747 – Home Farm, Neaves Lane GRANTED
22.12.09	Finance: (a) Councillors noted the account balances at 30 th November 2022 as: Current: £42,143.94 Deposit: £85,925.64 JH initialled the bank statements.

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	<p>(b) Councillors approved the payments to be made as per the schedule appended to the minutes in the minute book.</p> <p>(c) Councillors noted the receipts received during the November 2022 as per the schedule appended to the minutes in the minute book.</p>
22.12.10	<p>Updates and reports from Committees and Working Parties:</p> <p>(a) Committees:</p> <p>(i) Planning Committee – had not met</p> <p>(ii) Finance Committee – met and on 5th December 2022 the following matters were reviewed:</p> <ul style="list-style-type: none"> • Budget 2023/24 – Councillors reviewed a first draft of the budget against a provisional tax base figure supplied by Mid Suffolk District Council. In light of the current financial situation, the Finance Committee recommend a precept increase of 2.5% only, for the year 2023/24, any shortfall in the budget will be funded from all other Parish Council sources of revenue income. Councillors reviewed and approved the recommended 2.5% budget increase on budget set for 2022/23. • A discussion took place regarding the proposed funding on phase 1 of the works at the health centre in the light of the CIL bid being revised. It was felt that the project should be budgeted fully to CIL until such time as the lease is signed and the new rent instigated, including the back rent due. • The Finance Committee reviewed and approved the Bad Debt Policy. The Playing Field policy will be reviewed and brought back to the full council for discussion in early 2023. <p>(b) Working Groups</p> <p>(i) Broadband – no update.</p> <p>(ii) Youth Council – no update.</p> <p>(iii) Community Asset – no work has been undertaken on registering the White Hart public house as an asset of community value.</p> <p>(iv) Climate Change – no update.</p> <p>(v) Queen’s Green Canopy – tree planting took place on 20th November at the site behind Grove End between Tyralla Way permissive path and the sewage pumping station. 50 more trees will be donated to completely fill the space.</p>
22.12.11	<p>Clerk’s report</p> <p>(a) Health Centre</p> <p>There have been a couple of queries from the Medical Practice’s solicitor regarding the land registry documents. The Medical Practice have signed the Lease and returned to their solicitor. The Clerk has been invited to attend the next PPG meeting to discuss the upcoming works – CS offered to attend.</p> <p>(b) Community Centre</p> <p>Councillors noted that a request for volunteers to help run the centre was placed in the Stradbroke Monthly and on the door to the centre. Trustees have indicated without offers of help, they may have to consider closing the building partially or fully.</p> <p>(c) Highways</p> <ul style="list-style-type: none"> • Cllr Gould has agreed to fund a traffic survey on Queens Street to support a

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	<p>20mph zone.</p> <ul style="list-style-type: none"> • Councillors considered how far the suggested double yellow lines on the junction of Queens Street and Church Street should reach. It is anticipated that Suffolk County Council may be able to bid for CIL towards the cost of this work with the Parish Council funding the balance. The cost would be approx. £10k. Councillors reviewed an email from a member of the public regarding the proposal and received a verbal request from SL on including a disabled bay. Councillors voted to request double yellow lines in accordance with the highway code ie 10m from the centre of the junction and to request a disabled parking space outside the Spar. <p>(d) CIL Project/Funding</p> <p>Councillors received an update on the status of the CIL bid for phase 2 works at the Health Centre and the funding of the remaining approved projects. The CIL bid has been amended with non-urgent works (roof lights, 1st floor skim coat plaster and paint and hot/cold air con) included, as previously minuted all other works will be funded by the Parish Council.</p> <p>Councillors agreed that until the back rent is received, the phase 1 works at the Health Centre is fully budgeted to CIL. Once the back rent is received the split for CIL will be £44k from CIL and £21k from rent. Other project funding will be reviewed in 2023 once the Health Centre phase 1 works are complete.</p> <p>(e) Cemetery</p> <ul style="list-style-type: none"> • Councillors received an update on an incident at the cemetery which has caused damage to one gate and post. Councillors voted to review the whole entrance to the cemetery with a view to upgrading the gates and fencing, potentially at the same time the path is renewed • Councillors noted that the work on the chapel is due to commence on or around 6th December 2022 with scaffolding being erected. <p>(f) Policies approved:</p> <ul style="list-style-type: none"> (i) Reserves Policy – update made to running costs of council for 9-12 months (ii) Statement of Internal Control and Risk Assessment – updated to reflect current practice including scheme of delegation and transaction limit on credit card. (iii) Shed User Policy and User Agreement – no changes made <p>(g) Meeting dates for 2023</p> <p>Councillors agreed that the meetings for 2023 will continue to be held on the 2nd Monday of the month, excluding May when there is an election due to take place following by a bank holiday for the coronation, as a result the Annual Parish Council meeting will take place on 15th May 2023. Any change to the 2nd Monday will need to be agreed with the new council after the election in May.</p> <p>A date of 11th May 2023 was proposed for the Annual Parish Meeting, this is to be confirmed.</p>
22.12.12	<p>Risk Assessments</p> <p>Councillors reported any areas of concern with the following:</p> <ul style="list-style-type: none"> (a) Westhall play park – no problems (b) Community Centre play park – no problems (c) Fitness Track – no problems

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	(d) Permissive Path – no reports received (e) Cemetery – no reports other than the damaged gate and post.
22.12.13	<p>Correspondence</p> <p>(a) Tabled:</p> <ul style="list-style-type: none"> • Double yellow lines – noted under item 22.12.11 (c) Highways. • Lovell development – the matter of mud and rubbish to be raised with Lovell. • Planning decisions – emails concerning planning applications off Meadow Way were noted. • New bus route – a community bus will be operating on a Friday to Diss from January 2023. TW is advertising the service in the village. • Mid Suffolk consultation – it was noted that MSDC <p>(b) Emails: Councillors noted correspondence previously circulated - SALC bulletins</p>
22.12.14	Date of the next meeting: 9 th January 2023

Meeting closed at: 8.26pm

Signed: _____

Date: