



# 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, 9<sup>th</sup> March 2020, COMMENCING AT 7.30pm**

Dated this 5<sup>th</sup> Day of March 2020

*O Wladon* Clerk to the Council

**MEMBERS OF THE PUBLIC AND PRESS ARE VERY WELCOME TO ATTEND. THIS MEETING MAY BE RECORDED.**

## AGENDA

<b>20.03.1</b>	<b>Chairman's welcome</b> A reminder that the meeting will be recorded and the recording will be available via the parish council website. <a href="https://www.stradbrokepc.org/podcast">https://www.stradbrokepc.org/podcast</a>
<b>20.03.2</b>	<b>Apologies for Absence</b>
(1)	Councillors to note any apologies for absence
(2)	Councillors to vote on acceptance of absences
<b>20.03.3</b>	<b>Declarations of Interest</b>
(1)	To receive any Councillors' Declarations of Local Non-Pecuniary Interests
(2)	To receive any Councillors' Disclosable Pecuniary Interests in subsequent agenda items
<b>20.03.4</b>	<b>Dispensations:</b> To receive any requests for dispensations
<b>20.03.5</b>	<b>Minutes</b> Councillors to review and approve the minutes as a true record of the business conducted at the meeting held on 10 <sup>th</sup> February 2020. Minutes available to view at: <a href="https://www.stradbrokepc.org/documents">https://www.stradbrokepc.org/documents</a>
<b>20.03.6</b>	<b>To invite the County &amp; District Councillors to respond to any questions on reports previously submitted to the Parish Council.</b> (copies of reports are attached if received at time agenda issued)
<b>20.03.7</b>	<b>Public forum</b> 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.
<b>20.03.8</b>	<b>Planning</b>
(1)	Councillors to review the following application: <b>DC/20/00635</b> - Erection of two storey side extension. 11 Shelton Hill IP21 5HZ
(2)	Councillors to note that the outcome of planning applications determined since the last meeting: <b>DC/19/05830</b> -Roger Skinner Ltd, Queen Street, IP21 5HL <b>GRANTED 12/2/20</b>
(3)	Other planning matters –
a.	To receive information on Neighbourhood Plan Road Map – with information on monitoring the plan.
b.	To note any other matters raised at the meeting
<b>20.03.9</b>	<b>Reports from Committees, working parties and representatives:</b> Councillors to note any updates presented at the meeting.
(1)	<b>Finance Committee</b>
(2)	<b>Planning Committee</b>
(3)	<b>HR Committee</b> - to review and approve terms of reference

<p>(4) (5) (6) (7)</p>	<p><b>Parish Plan</b> <b>Maintenance Working Party</b> <b>Community Centre Report</b> <b>Footpath Warden</b></p> <p>All committee and working party papers can be found by following the links on: <a href="https://www.stradbrokepc.org/committees-working-parties">https://www.stradbrokepc.org/committees-working-parties</a></p>
<p><b>20.03.10</b> (1) (2) (3) (4) (5)</p>	<p><b>Finance</b> (motions in this section are proposed by the Chairman – James Hargrave)</p> <p>(1) Councillors to note Account Balances at 29<sup>th</sup> February 2020: Current Account - £ 4,329.61                      Deposit Account - £46,029.19</p> <p>(2) Councillors to approve cheques for signature or BACS payment for online authorisation as per the schedule prepared by the Clerk (This will be uploaded to the website as soon as it is finalised at <a href="https://www.stradbrokepc.org/documents">https://www.stradbrokepc.org/documents</a>).</p> <p>(3) Councillors to note the receipts received in the month and the estimated reserved fund balances taking into account committed funds as per the schedule prepared by the Clerk.</p> <p>(4) Councillors to review the arrangements with Suffolk County Council regarding Footpath Cutting. Cost per cut to the Parish Council is £388.81, grant offered from SCC is £566; agreement is for two cuts.</p> <p>(5) Councillors to review and approve the quote from Zurich Insurance for the Health Centre. Cost quoted to add the building to the Parish Council’s current policy is £172.70 (pro rata fee to October 2020)</p>
<p><b>20.03.11</b></p>	<p><b>Health Centre Rent</b></p> <p>Councillors to review a report prepared following receipt of the following email from Peter Smith: <i>“I have had several phone calls from Stradbroke residents asking where the Surgery rent money is held, they suggested that it must now total several thousand pounds and should be spent on a project to benefit the village. I explained that it goes into the P.C. account which they thought was a bad policy as it would never be used to support any new project. I think that the Surgery rent should go into a separate account and be used only to maintain the Surgery, if there is a surplus it is left to build up and support the village. I would like this added to our Agenda and be discussed at our next meeting, I can then pass on our decision.”</i></p>
<p><b>20.03.12</b></p>	<p><b>Policies for Review and Approval</b></p> <p>GDPR Policies:</p> <p>(i) Data Protection Policy (ii) Privacy Notice (iii) Lawful Basis for Processing Data (iv) Document and Data Retention Policy (v) Subject Access Request Policy</p> <p>All Parish Council policies and procedures can be viewed at: <a href="https://www.stradbrokepc.org/statutory-information">https://www.stradbrokepc.org/statutory-information</a></p>
<p><b>20.03.13</b> (1)</p>	<p><b>Clerk’s Report</b></p> <p><b>Health Centre</b></p> <ul style="list-style-type: none"> <li>• The lock was replaced on the patient WC, following an urgent call from the reception staff.</li> <li>• The rail beside the disabled parking space was put back and screwed into place by MWP.</li> </ul>

	<ul style="list-style-type: none"> <li>• 2 x contractors are preparing quotes for the 1<sup>st</sup> phase of works required at the Health Centre: <ul style="list-style-type: none"> <li>○ Replacing water heaters and taps</li> <li>○ Replacing carpets in consulting rooms</li> <li>○ Repairing and repainting soffits &amp; bargeboards (plus cloaking asbestos)</li> <li>○ Improving insulation in roof</li> </ul> </li> <li>• During a recent visit it was noted that work is also required on some of the windows and a drain inspection unit with cover is not suitable for its location in the centre of the car park and needs to be replaced.</li> <li>• A number of potential Health &amp; Safety issues were identified and will be raised with the Practice Manager.</li> </ul> <p>(2) <b>Community Shed:</b> No update this month.</p> <p>(3) <b>Training:</b> Clerk will report on: GDPR/Audit/Website Accessibility training undertaken</p> <p>(4) <b>General</b></p> <p>a. A drain specialist will be reviewing the ditch situation and giving advice on how best to improve the situation.</p> <p>b. Traffic Regulation Orders</p> <p>(i) the existing Orders apply to all current parking restrictions across Suffolk; the 6 Orders are not seeking to introduce any new parking-related restrictions – instead, they are updating provisions regarding the enforcement of the existing parking restrictions. Suffolk’s existing parking-related Traffic Regulation Orders use terminology consistent with enforcement carried out by police officers. These variation Orders propose to update selected Articles and Schedules within the existing Orders, in order to be consistent with Civil Parking Enforcement from its inception across Suffolk</p> <p>(ii) the effect of this order is to introduce wording and changes to map tiles into the existing map-based parking order covering the district of Mid Suffolk which will ensure that school entrance markings across the County are enforceable as ‘No Stopping Mon- Fri 8am – 4.30pm’ restrictions. In the main part, the above orders will not make changes to the layout of the school entrance markings as currently marked and signed on site, save for on Priory Road, Palgrave, west of Palgrave CEVC Primary School, a new school entrance marking will be installed</p> <p>c. The latest traffic information has been received for the monitor on Laxfield Road.</p> <p>(5) <b>Information</b></p> <p>Laxfield Neighbourhood Plan is currently undergoing a Regulation 14 consultation and can be viewed on the Laxfield website.</p>
<b>20.03.14</b>	<b>Community Land Trust:</b> To receive an update on the Trust’s purpose and activities.
<b>20.03.15</b>	<b>Highways:</b> To receive a report on the event held 18 <sup>th</sup> February 2020.
<b>20.03.16</b>	<b>Land Registration:</b> To receive any update.
<b>20.03.17</b>	<b>Risk Assessments</b> Councillors to note any issues raised concerning: <ul style="list-style-type: none"> <li>a) Community Centre play park</li> <li>b) Westhall play park</li> <li>c) Fitness Track</li> <li>d) Permissive Path</li> <li>e) Cemetery</li> </ul>
<b>20.03.18</b>	<b>Correspondence:</b> <ul style="list-style-type: none"> <li>(1) Councillors to review tabled correspondence</li> <li>(2) Correspondence previously emailed <ul style="list-style-type: none"> <li>• MSDC – area briefing invitation</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• SALC – e-bulletins</li> <li>• MSDC – recycling information</li> <li>• CAS – info re Village Halls &amp; Community Buildings</li> </ul>
<b>20.03.19</b>	<p><b>Date of the next meeting: 20<sup>th</sup> April 2020.</b></p> <p>Matters for inclusion on the agenda for the next meeting should be submitted by Councillors to the Clerk by 10<sup>th</sup> April 2020.</p>

District Councillor Julie Flatman

### **Budget approval**

On Thursday 27 February Mid Suffolk District Council approved its budget for 2020/21, including an increase in council tax that will see £2.76 a year added to the bill of a Band D property.

### **Planning for the future – councils receive national recognition**

Babergh and Mid Suffolk District Councils Planning officers are in the running for a national award. The Development Management team, which looks after planning matters for both councils, has been shortlisted in the Best Use of Digital and Technology category at the annual iESE – Public Sector Transformation Awards 2020. They have been recognised for their innovative use of digital tools and technology to improve services for residents.

### **Needham Market on track for bright future**

Needham Market railway station is set to receive £380,000 in government funding to improve accessibility.

The funding from the Department of Transport’s new Access for All programme gives a further boost to the council’s plans to regenerate the town, working in partnership with other organisations and the local community.

### **Helping ratepayers high on the agenda**

Proposals to enable the council to provide discretionary discounts to ratepayers as quickly as possible was agreed at Mid Suffolk’s cabinet meeting last month, and will be implemented as soon as the Government provides full details of the discretionary retail discount, local newspaper discount and pub discount schemes.

### **Ipswich Town Football Club teams up with Active Schools**

Ipswich Town Football Club has joined the drive to get more youngsters active. The Club has become the first ambassador of the £80,000 three-year Active Schools project which aims to increase the number of people taking part in sport and physical activity.

### **Services provided at leisure centre are named as some of the country’s best**

Mid Suffolk Leisure Centre and Stradbroke Swim and Fitness Centre have recently been named as some of the country’s best, following a national industry assessment. Following their GP exercise referral scheme assessment by Quest both schemes were awarded the status of ‘excellent’.

### **Refilling your weekly shop without unnecessary plastic is getting easier in Suffolk.**

Several shops in Suffolk are offering refills for a host of household items in a bid to cut down on the amount of plastic and packaging we use.