

**Minutes of the Meeting of Stradbroke Parish Council  
held at the Community Centre, Stradbroke  
Monday, 10<sup>th</sup> July 2017**

**Present:** Jo Baber, Jim Baker, Carrie Barnes, George Chaplin, Chris Edwards, Maureen John, Velda Lummis, Lynsey Smith, Nick Stones, Ellie Wharton

**In Attendance:** Odile Wladon (Clerk), Cllr Guy McGregor, 10 members of the public

		<b>Action</b>
<b>17.1</b>	The Chairman welcomed all to the meeting and reminded those present that the meeting may be recorded.	
<b>17.2</b>	There were no apologies.	
<b>17.3</b>	<b>Declarations of Interest:</b> there were none to note.	
<b>17.4</b>	<b>Dispensations:</b> there were no requests.	
<b>17.5</b>	<p><b>Public forum :</b></p> <ol style="list-style-type: none"> <li>1. Concerns were raised with regards to planning application 1837/17, these will be passed to the planning department of Mid Suffolk District Council</li> <li>2. A statement was made acknowledging that the council will review the frequency of closing the meetings and expressed concern the council were no longer recording meetings.</li> </ol>	
<b>17.6</b>	<p>The Chairman made the following statement: Further to confidential correspondence received which has been circulated to all councillors, Ellie and I read the comments and find that these are totally unfounded, factually inaccurate and in some cases completely fictitious.</p> <p>These comments relate to a period of time that Ellie and I were both serving on the council and we can find no evidence of any truth in the allegations made.</p> <p>I would like to remind councillors that we have to work within the rules and guidelines set out by legislation and that we are answerable to the electorate.</p> <p>May I also remind councillors of the Nolan principles:</p> <ol style="list-style-type: none"> <li>1. Selflessness</li> <li>2. Integrity</li> <li>3. Objectivity</li> <li>4. Accountability</li> <li>5. Openness</li> <li>6. Honesty</li> <li>7. Leadership</li> </ol> <p>All of us should have read these and should continue to read them periodically to ensure that we follow them to the letter.</p> <p>I would like to add that I fully support our clerk in the work that she does for this council and would like to ask all councillors that we should now move on and do the job that we were all elected to do.</p>	

	She hoped that all councillors supported her in this statement and there was consensus from the majority present.  <p style="text-align: right;"><b>Carrie Barnes Chairman</b></p>	
<b>17.7</b>	<b>Minutes</b>	
17.7.1	The minutes of the meetings 3 <sup>rd</sup> July 2017 were reviewed and approved by majority vote; 8 for with 2 abstentions.	
17.7.2	Matters arising: <ul style="list-style-type: none"> <li>• NS has spoken to the owners of 3 Woodfields re the overgrown conifer.</li> <li>• NS/VL will ask at the next Community Centre Committee for an invoice to be raised for £25 for the rent due on the lease.</li> <li>• NS will return his completed declaration of interest form</li> <li>• The forming of a working party to review the new guidelines on Data Protection will be c/f until vacancies are filled.</li> </ul>	NS/VL  NS  All
<b>17.8</b>	Councillors noted that the final date for parishioners to call for an election is 14 <sup>th</sup> July 2017. Councillors agreed that should an election not be called posters will be placed in the village and on the website advertising the vacancies. An announcement will be put in the next edition of the Stradbroke Monthly with a view to candidates being invited to the September 2017 meeting.	
<b>17.9</b>	<b>The following policies/terms of reference were reviewed and approved:</b>	
17.9.1	<ul style="list-style-type: none"> <li>• Bullying &amp; Harassment Policy</li> </ul>	
17.9.2	<ul style="list-style-type: none"> <li>• Terms of reference for committees proposed by Working Party <ul style="list-style-type: none"> <li>○ Personnel Committee</li> <li>○ Neighbourhood Plan Committee – approved with minor amendment to meeting dates following an email received from the Chair of the Neighbourhood Plan Committee. The first point will now read: <i>Meetings shall be as a minimum monthly with at least 5 days' notice given of each meeting.</i></li> </ul> </li> </ul>	
17.9.3	<ul style="list-style-type: none"> <li>• Tree Planting Policy – GC and the Clerk will look into producing a policy for review at the September meeting.</li> </ul>	Clerk/ GC
<b>17.10</b>	<b>Finance</b>	
17.10.1	Account Balances at 30 <sup>th</sup> June 2017 Current A/c: £13,333.20 Deposit A/c: £39,421.90	
17.10.2	Cheques for Approval as per appended list. Items 17.10.1 and 17.10.2 were approved unanimously	
17.10.3	Councillors reviewed the 1 <sup>st</sup> quarter budget vs actual figures – copy appended.	
17.10.4	Councillors agreed the virement report for the 1 <sup>st</sup> quarter – copy appended.	
17.10.5	Councillors noted that the mobile phone charges have exceeded budget, the Clerk has negotiated a new contract with Vodafone.	
17.10.6	Councillors agreed that a VAT claim should be submitted this month.	
<b>17.11</b>	<b>Planning:</b> all planning documents can be accessed via the MSDC planning portal: <a href="https://planning.baberghmidsuffolk.gov.uk/online-applications/">https://planning.baberghmidsuffolk.gov.uk/online-applications/</a> or by using the link on the Planning page of the Parish Council website.	

<p>17.11.1</p> <p>17.11.2</p> <p>17.11.3</p>	<p><b>Applications for consideration:</b>  <b>1837/17</b> – Erection of agriculture store building incorporating a straw burner and dryer unit. Barley Brigg, Farm, Laxfield Road IP21 5NQ  Following comments received from residents (see copy appended to minutes) and the comments of the environmental officer, Councillors decided to defer decision on this application pending further information and a request for a site visit.  <b>DC/17/02360</b> – Erection of new pig building. Bullocks Hill Farm, Pixey Green IP21 5NG. Application supported unanimously</p> <p><b>Results of planning applications considered by MSDC since the PC last met:</b>  1453/17 – Mulberry Lodge, Laxfield Road IP21 5NQ : granted 14/6/17  1693/17 – Long Row House, Laxfield Road IP21 5JT : granted 30/6/17  1356/17 – Summer Place, Battlesea Green, IP21 5NE : granted 9/6/17  1503/17 – Cadogan, New Street, IP21 5JG : no update  1550/17 – Holly Tree Farm, Barley Green IP21 5LY : no update  0492/17 – Chestnut House, Wilby Road, IP21 5JP : no update  1000/17 – Hayfield House, Neaves Lane IP21 5JE : granted 21/6/17</p> <p><b>Other Planning Matters</b>  <b>DC/17/03428</b> – Parish Council planning application for the removal of tree in the churchyard, Clerk has received confirmation that the application is being processed.</p>	
<p><b>17.12</b></p> <p>17.12.1</p> <p>17.12.2</p>	<p><b>Matters of Report:</b></p> <p>Neighbourhood Planning –  CB reported on a successful meeting with Neil McManus of Suffolk County Council. She stated that it was clear from this meeting and other discussions she had had recently that planning for infrastructure is key to a successful neighbourhood plan. A further meeting has been arranged with Neil, MSDC and members of the Neighbourhood Plan Committee.</p> <p>The Clerk was asked whether any updates had been received concerning the recent letters to land owners. None has been received to date. The Clerk will chase this up.</p> <p>Councillors noted two reports from other councils concerning the implications of either not having a neighbourhood plan or adopting one with inadequate policies.</p> <p>It was noted that members of the public can put themselves forward to join the committee.</p> <p>A few Councillors asked what information was available for them to review and what would be presented to the public. CE and the Clerk responded that they would circulate information as soon as it is received.</p> <p>Stradbroke Monthly: one cheque for Tuddenham Press for July printing was signed.</p>	<p><b>Clerk</b></p>

17.12.3	<p>Community Centre:</p> <ul style="list-style-type: none"> <li>• following a request concerning repairs needed to a set of gates behind the building JimB offered to have a look and report back to Council.</li> <li>• Councillors noted that a fee will now be charged by the Community Centre for projector hire, should it be used. An agenda item will be added to the September meeting to discuss the venue of future meetings.</li> </ul>	<b>JimB</b>
17.12.4	<p>Play park equipment:</p> <ul style="list-style-type: none"> <li>• Benches have been ordered.</li> <li>• Some damage was reported as follows and will be followed up with Sutcliffe: <ul style="list-style-type: none"> <li>○ Community Centre: The back has been ripped.</li> <li>○ Westhall: the safety catch on the basket swing is damaged.</li> </ul> </li> </ul>	<b>EW</b>
17.12.5	<p>Tour of Britain Cycle Race: Plans are ongoing.</p> <ul style="list-style-type: none"> <li>• LS and GC will meet shortly. Thanks were expressed to Claire Hargrave for her help with this matter.</li> <li>• It was noted that Stradbroke will be the location for a sprint section of the tour which will mean maximum coverage for the village.</li> <li>• It was noted that parking on New Street/Church Street will be suspended on 7<sup>th</sup> &amp; 8<sup>th</sup> September, Councillors agreed that residents affected could park overnight at the Community Centre car park if needed. Notices will be placed in the village.</li> </ul>	
17.12.6	<p>Footpath Warden:</p> <ul style="list-style-type: none"> <li>• Mr Merrit had investigated a complaint from a resident concerning a footpath and found that there were issues with the footpath reported. He has contacted the land owner and asked them to cut back the path as soon as possible.</li> <li>• A meeting took place with the County Council’s footpath contact which was very productive with lots of information shared.</li> <li>• Information concerning “Walkers are Welcome” Scheme have been received and are being progressed.</li> <li>• A printing company has been sourced to produce an updated map. GC has offered to help with remapping and looking at applying for grant funding.</li> <li>• Following the recent reporting of the 3<sup>rd</sup> July meeting, Mr Merritt decided he would resign from his position as footpath warden. The Chairman expressed her sadness at this decision. She pointed out that Mr Merritt had done some excellent work and it would be a shame for him to leave, Councillors were very appreciative of his work to date. She asked him to reconsider his resignation. Mr Merritt asked that she write to him and he would consider the matter further.</li> </ul>	<b>GC</b>          <b>CB</b>
<b>17.13</b>	<b>Risk Assessment – to receive reports from Councillors on:</b>	
17.13.1	Community Centre Play Park – see item 17.12.4	
17.13.2	Fitness Track – work to tidy up the shrubs has started and the Clerk has emailed Hammond Garden Services to see if the work can be tidied up. The track is fine.	

17.13.3	Westhall Play Park – EW will now report on this area.	<b>Clerk</b>
17.13.4	Cemetery – all fine.	
17.13.5	Permissive Path – some trees are starting to overhang the path. The Clerk will contact the land owners asking for permission to cut them back.	
<b>17.14</b>	<b>Drs surgery</b> To requests or reports were received.	
<b>17.15</b>	<b>Training</b> <ul style="list-style-type: none"> <li>• Councillors felt that the recent whole council training had been very beneficial and that some training should take place on an annual basis.</li> <li>• The Chairman will be attending a course in September.</li> </ul>	
<b>17.16</b>	<b>Cemetery / Churchyard</b> – no update on when works are to commence on Chapel at the cemetery.	
<b>17.17</b>	<p>Cllr Flatman was unable to attend but sent a report as follows: Please give my apologies as I'm on annual leave from tomorrow. The only news I was going to bring forward was the pre-app charges for planning and the boundary commission consultation which you should have received information on. I'm really looking forward to joining you on the 23<sup>rd</sup> July for the opening of the play areas.</p> <p>Cllr McGregor:</p> <ul style="list-style-type: none"> <li>• Was pleased to note that the Village is embracing the Tour of Britain.</li> <li>• Confirmed that money was available for the road sign on Wilby Road near the junction of Neaves Lane.</li> <li>• Reported that the council were settling in after recent election and that the financial pressure was immense with no sign of an end to austerity which makes it difficult to maintain services.</li> <li>• VL raised concerns about the entrance to Depperhaugh Hall and whether anything will be done about it.</li> </ul>	
<b>17.18</b>	<p><b>Clerk's Report</b></p> <ul style="list-style-type: none"> <li>• Defibrillator cabinet – no further information to report since email received 22/6/17. <i>Email from Community Heartbeat Trust: Just as an update BT were in touch a few days ago to say they will be sending out the contract for the BT kiosk and that the consultation had completed with no objections. We should now only be a couple of weeks away from completion.</i></li> <li>• Councillors agreed in principle to a family funfair using the playing field but noted it must not clash with another village event.</li> <li>• Councillors noted the outcome of a second code of conduct report that had been circulated prior to the meeting.</li> <li>• Councillors noted that the loose kerb stones outside the Spar have been reset but the ones on the corner of Wilby Road and New Street were not considered enough of a trip hazard for work to be carried out.</li> <li>• Councillors noted that the damaged bus stop on the corner of Shelton Hill and New Street/Laxfield Road has been reported to Suffolk County Highways and Suffolk County Passenger Transport. The Clerk will inform Suffolk County that this is a hazard and should be dealt with quickly.</li> <li>• The Clerk reported that the faulty lamppost that was removed from Grove</li> </ul>	<b>Clerk</b>

	<p>End has been replaced together with 2 others in the road.</p> <ul style="list-style-type: none"> <li>The damaged fence between the Community Centre and the Fire Station has been reported to Suffolk County Council.</li> </ul>	
<b>17.19</b>	<b>Correspondence</b> – No additional correspondence to note.	
<b>17.20</b>	<p><b>Matters of Information</b></p> <ul style="list-style-type: none"> <li>EW lots of glass on footpaths. JoB will speak to Mr Carrison about clearing it up.</li> <li>VL thanked Stradisphere for leaving the field so tidy after the weekend. She also commented on how good the flags were.</li> <li>LS likes the new style agenda and attached papers.</li> <li>CB congratulated Stradisphere on a fantastic job. She felt the event was a real asset to the village.</li> <li>It was agreed that the meeting in August would have a shortened agenda and would cover Planning/Neighbourhood Plan and cheques for signature.</li> </ul>	
<b>17.21</b>	<b>There were no other matters for inclusion in the Agenda of meeting: 14<sup>th</sup> August 2017 at 7.30pm</b>	

There being no further business the meeting closed at 21.30hrs.

*Carrie Barnes*

Signed: \_\_\_\_\_  
Chairman

**14<sup>th</sup> August 2017**