

**Minutes of the Meeting of Stradbroke Parish Council**  
**held at the Court House, Stradbroke**  
**Monday, 11<sup>th</sup> February 2019**

**Present:** James Hargrave, Velda Lummis, Kamal Ivory, Maureen John, Toni Wisbey, Chris Edwards

**In Attendance:** Odile Wladon (Clerk), Cllr G McGregor, Cllr Julie Flatman and 8 members of the public.

		Action
<b>19.2.1</b>	The Chairman welcomed all to the meeting and reminded those present that the meeting may be recorded.	
<b>19.2.2</b>	<b>Apologies for Absence</b>	
(1)	Apologies were received from David Turner.	
(2)	Councillors unanimously consented to this absence.	
<b>19.2.3</b>	<b>Declarations of Interest</b>	
(1)	There were no declarations of Local Non-Pecuniary Interests	
(2)	There were no declarations of Disclosable Pecuniary Interests noted.	
<b>19.2.4</b>	<b>Dispensations</b>	
	There were no dispensations requested.	
<b>19.2.5</b>	<b>Councillor vacancies</b>	
	Councillors reviewed an application to join the Parish Council. Jeremy Fox was co-opted to the Parish Council by unanimous vote. He joined the meeting at this point but did not take part in any votes.	
<b>19.2.6</b>	<b>Minutes</b>	
	The minutes of the meeting held on 14 <sup>th</sup> January 2019 were approved as a true record of the business conducted.	
<b>19.2.7</b>	<b>Public Forum – 1</b> member of the public addressed the meeting The member of the public raised a concern re possible drugs issues in the village. <i>The Clerk reminded the member of the public of the Police advice previously passed to them that concerns of this nature should be reported immediately to the Police (by phoning 101) and not delayed by waiting to report to the Parish Council – the Parish Council has no authority in this matter.</i> Subsequently, the member of the public spoke with Cllr Flatman about contacting the new Police Community Support Officer (PCSO) funded by MSDC.	
<b>19.2.8</b>	<b>Councillors received reports from County &amp; District Councillors as follows:</b>	
(1)	Cllr McGregor (County) The details of the central settlement have been received and the budget is being finalised. The largest % of the council tax will be the amount for Policing. Concerns have been raised about the removal of the support for CABs – it has since been announced that the NHS will pay the element of cost that has been lost and the grant funding will continue as it has in the past. Areas for concern are the cut in revenue support for local bus serviced and children centres. Sizewell C update – very little advancement on consultation with EDF.	
(2)	Cllr Flatman (District) full report appended to the minutes.	

19.2.9	<p><b>Planning</b></p> <p>(1) <b>Councillors reviewed the following new application:</b>  <b>DC/19/00022</b> – Outline planning application (access to be considered) Erection of up to 60no. dwellings. Land to the south of new Street, Stradbroke  Councillors voted unanimously to agree in principle this application but noted the following:</p> <ul style="list-style-type: none"> <li>Any detailed planning application must fully comply with the Neighbourhood Plan Policy STRAD17 and any other Neighbourhood Plan policies relevant to this development.</li> <li>The Parish Council note that a full viability study on all sites in the Neighbourhood Plan was carried out as part of the Neighbourhood Plan preparation; the study demonstrates this site is capable of delivering 35% affordable housing.</li> <li>The Parish Council would welcome dialogue with the developer of this site.</li> </ul> <p>(2) <b>Councillors noted the results of planning applications considered by MSDC since the PC last met:</b>  <b>DC/18/05607</b> - Stradbroke Swimming Pool, Wilby Road, IP21 5JN <b>WITHDRAWN</b>  <b>DC/18/04532</b> - Stradbroke Business Centre, New Street IP21 5JJ <b>GRANTED 16/1/19</b>  <b>DC/18/04706</b> - Land opposite Magnolia House, Wilby Road, Stradbroke, Suffolk</p> <p>(3) <b>Other Planning matters noted:</b></p> <ul style="list-style-type: none"> <li>The developer of the garage site in Queen Street is happy to answer any questions that residents may wish to raise about the development. The Clerk will collate any questions and submit to the developer.</li> <li>Updates from MSDC on planning applications 1550/17 and 0069/16 – discharge of conditions noted.</li> </ul>	
19.2.10	<p><b>Finance</b></p> <p>(1) Councillors noted the Account Balances at 31<sup>st</sup> January 2019:  Current Account - £6,914.30  Deposit Account - £16,099.80</p> <p>(2) Councillors approved BACS payment for online authorisation and noted one direct debit payment as per the schedule prepared by the Clerk (copy attached to minutes).</p> <p>(3) Councillors noted 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.</p>	
19.2.11	<p><b>Neighbourhood Plan</b></p> <p>(1) Councillors noted the 80.46% YES vote in support of the Neighbourhood Plan, with a turnout of 40.18%.</p> <p>(2) Councillors noted that a report will be prepared for the MSDC meeting on 13<sup>th</sup> March at which the plan will be formally made.</p> <p>(3) Councillors noted that a report is being prepared on the information evening held and the issues noted by the Parish Council during the referendum period.</p>	
19.2.12	<p><b>War Memorial</b></p> <p>(1) Councillors reviewed a quote for cleaning and repointing the War Memorial, plus adding the missing name. Councillors voted to agree the quote for cleaning at £400 plus VAT and engraving at £200 plus VAT.</p> <p>(2) A donation of £200 towards the work was offered by SARA and Councillors thanked</p>	

	them for the generous donation.	
<b>19.2.13</b>	The following policies and procedure were reviewed and approved: Statement of Internal Control Risk Assessment 2019	
<b>19.2.14</b>	<b>Asset Working Group</b>	
(1)	<u>Licence to Assign</u> Councillors noted that the Licence to Assign was completed on 30 <sup>th</sup> January 2019.	
(2)	<u>Rent Review</u> <ul style="list-style-type: none"> <li>Councillors voted unanimously to consider this matter in closed session as the item concerns a commercially sensitive matter.</li> <li>Councillors noted that the rent review is still underway and that advice from the RICS appointed independent expert is pending.</li> <li>Councillors noted that a meeting will be arranged with Trustees as soon as an update is received from the independent expert.</li> </ul>	
<b>19.2.15</b>	<b>Councillor reports:</b> No reports this month.	
<b>19.2.16</b>	<b>Risk Assessment - Councillors received reports on:</b>	
(1)	Community Centre Play Park – apart from mole hills, all fine	
(2)	Westhall Play Park – all fine	
(3)	Fitness Track – all fine, some areas are getting worn out.	
(4)	Permissive Path – all fine.	
(5)	Cemetery – all fine.	
<b>19.2.17</b>	<b>Clerk's Report:</b>	
(1)	<b>Health Centre:</b> Councillors to note that no updates were received in the month.	
(2)	<b>Training:</b> Councillors to note that the Clerk attending a training session on the process for the upcoming local elections in May 2019 – guidance is included in the general section of the Clerk's report.	
(3)	<b>General</b> <ul style="list-style-type: none"> <li>The report on the trees and hedge cutting has not been prepared in time for this meeting. c/f</li> <li>No contractor has been identified regarding servicing of the play park equipment. c/f</li> <li>Work on digitally recording the burial book has not been completed. c/f</li> <li>Schedule of works for chapel has been circulated – no response has been received to date from Councillors no how they wish to proceed.</li> <li>The Stradbroke Sports and Community Centre has been booked for the Annual Parish Meeting on Thursday, 25<sup>th</sup> April 2019 from 7.30pm till 9.30pm</li> <li>The Safer Neighbourhood Policing team have launched a new initiative called First Principle – a way of residents keeping their property and themselves safe. Sample documents were left for reference in the Court House Café. A member of the SNT has offered to come to the Annual Parish Meeting to discuss this with residents.</li> <li><b>Election: 2nd May 2019</b> <ul style="list-style-type: none"> <li>The notice of election will be published between 12-24 March 2019.</li> <li>The Parish Council approved a notice prepared by Fressingfield for publication in the magazine Sixth Sense. The Clerk will but an article in</li> </ul> </li> </ul>	

	<p>the Stradbroke Monthly and on the Parish Council website concerning the process for nominations.</p> <ul style="list-style-type: none"> <li>○ From the issue of the Notice of the day of election the council will be in the “pre-election period” now known as the Moratorium Period.</li> <li>○ Blank nomination papers have been received by the Clerk. The Clerk had copies available at the meeting and will take them to the Parish Council meeting in March and the two PC clinics. Any resident who would like a blank form from the Clerk can either email (<a href="mailto:stradbrokepc@outlook.com">stradbrokepc@outlook.com</a>) or phone (07555 066147) and the Clerk will arrange for a form to be made available.</li> <li>○ Each candidate must be nominated and seconded by registered electors</li> <li>○ The Clerk will have an up to date Electoral Roll which will have the electoral roll numbers for proposers and seconders, the Clerk can be contacted for the number if required.</li> <li>○ Each candidate will be responsible for submitting their nomination papers in person by 4pm on 3<sup>rd</sup> April – these cannot be posted, faxed or emailed.</li> <li>○ Nomination forms must be delivered to Endeavour House. MSDC are organising drop off sessions within MSDC area and appointments can be made by contacting electoral services at: <a href="mailto:elections@babberghmidsuffolk.gov.uk">elections@babberghmidsuffolk.gov.uk</a></li> <li>○ Each candidate can ask a third party to hand deliver their paperwork. The Clerk has been given an appointment on 14<sup>th</sup> March and is willing to take any completed nominations forms on behalf of residents on that day. Please contact the Clerk to arrange where to leave the completed forms for collection.</li> <li>○ The Clerk can assist with nominations or other electoral processes but cannot act as an unofficial election agent.</li> <li>○ The cost to the Parish of the elections will be: <ul style="list-style-type: none"> <li>▪ £113.78 if uncontested (ie not more than 13 candidates)</li> <li>▪ £1,269.33 if contested (ie more than 13 candidates)</li> <li>▪ £2,012.35 if contested but MSDC not contested</li> </ul> </li> <li>○ List of candidates will be published as soon as possible after 3<sup>rd</sup> April.</li> <li>● All current councillors will retire on 7<sup>th</sup> May 2019, new Councillors will then take office at the next Parish Council meeting which will be the AGM on 13<sup>th</sup> May.</li> </ul>	
<p><b>19.2.18</b></p> <p>(1)</p> <p>(2)</p>	<p><b>Correspondence</b></p> <p>Tabled:</p> <ul style="list-style-type: none"> <li>● Letter from AGE UK Suffolk – Cllrs noted that at the present time grants outside of Stradbroke were not being considered.</li> <li>● Mr Blanden re footpath map – Cllrs noted that although the intention originally had been to use the updated Parish Map as a new footpath map the map did not suit this purpose</li> <li>● Suffolk Design Workshop – Cllrs noted the change of date.</li> </ul> <p>Emailed prior to meeting:</p> <ul style="list-style-type: none"> <li>● Weekly SALC bulletins</li> <li>● MSDC – Communities Strategy Consultation</li> </ul>	

	<ul style="list-style-type: none"> <li>• MSDC – 2019 Community Funding Events</li> <li>• SCC – information on school travel policy changes</li> <li>• Don Darling – re fundraising. Councillors agreed that each individual Councillor should contact Mr Darling if they wish to sponsor him.</li> </ul>	
<b>19.2.19</b>	<p><b>Matters for inclusion in the Agenda of the next meeting: 11<sup>th</sup> March 2019</b></p> <p>Councillors noted that matters for inclusion on the agenda for the next meeting need to be submitted to the Clerk by 3<sup>rd</sup> March 2019.</p> <p>Items raised at this meeting:</p> <ul style="list-style-type: none"> <li>• Issues with rubbish and dog litter bringing rats at Grove End</li> <li>• Bus stop on Queens Street</li> <li>• PIIP draft to be presented</li> <li>• Apologies from Velda Lummis</li> </ul>	

***The meeting closed at 9.25pm***

Signed: \_\_\_\_\_ (Chairman)

Date: 11<sup>th</sup> March 2019

## **Report for Stradbroke Parish Council by District Councillor Julie Flatman**

### **Update on PCSO's**

Contacting the PCSO's

In an emergency the first contact will still be 999

Non-emergency 101

If the Parish has a worry about an issue, they can email their District councillor and she will alert the officers at Midsuffolk in charge of village referrals.

Parishioners can contact on line on [www.suffolk.police.uk](http://www.suffolk.police.uk) and then to your safer neighbourhood team.

The first PCSO is in post and experienced. The second is in training and will be in post late March early April.

The Mid Suffolk Council End of Term report should be dropping through your door very soon. Just an update of what we have achieved this year.

### **A Babergh and Mid Suffolk database that is the first of its kind in the country has been nominated for the prestigious RTPI Awards for Planning Excellence 2019.**

The councils' Exacom Database, which went live in December, has been shortlisted for the awards, run by the Royal Town Planning Institute (RTPI), in the Excellence in Tech within Planning Practice category.

The database, which gives web-users access to data on Developer Contributions for development in Babergh and Mid Suffolk going back to 1974, is the first of its kind in the country with Babergh and Mid Suffolk District Councils recently designated Pilot Authorities by the software's developer.

The RTPI Awards for Planning Excellence are the most established and respected awards in the UK planning industry. Running for over 40 years, they celebrate exceptional examples of planning and the contribution planners make to society.

Parish councils and Clerks will be invited to train using this data base later this year.

The community team are introducing a project form which is generic. Once submitted you will then be advised which route is best for your grant for example if it's quite small the best route may be from your ward members locality allowance.

### **Community engagement**

Sunday 3/2/19 attended launch of local run at Walsham Le Willows.

Event takes place every Sunday at 9.am

This event is a family event with a 2k and 5k run in lovely country side, setting off from the football club. Refreshments available. Just go along and walk your dog if you don't fancy running. All welcome.