

Minutes of the Meeting of Stradbroke Parish Council
held at the Court House, Stradbroke
on Monday, 9th September 2019 @ 7.30pm

Present: Pam Cane, Don Darling, Chris Edwards, Jeremy Fox, Stuart Gemmill, James Hargrave, Maureen John, Velda Lummis, Dennis Merritt, Gillian Rennie-Dunkerley, Peter Smith, Toni Wisbey

In Attendance: Odile Wladon (Clerk), Cllr Guy McGregor, Cllr Julie Flatman, and 9 members of the public.

		Action
19.9.1	Chairman's welcome The Chairman reminded all of those present that the meeting would be recorded.	
19.9.2	Apologies for Absence (1) Councillors noted apologies from Kamal Ivory (2) Councillors consented to this absence.	
19.9.3	Declarations of Interest (1) Councillors' Declarations of Local Non-Pecuniary Interests: 19.9.8 (1b) PC/DD/DM/TW as members of the Community Centre Committee 19.9.8 (3) JH as Chair of All Saints Schools Trust 19.9.8 (3) CE/JF/TW as members of Stradbroke Community Land Trust. (2) Councillors' Disclosable Pecuniary Interests : 19.9.9 (3) NP update - PS	
19.9.4	Dispensations: There were none.	
19.9.5	Minutes Councillors approved the minutes as a true record of the business conducted at the meeting held on 12 th August 2019.	
19.9.6	Councillors noted the following reports. County Councillor report: <ul style="list-style-type: none"> • I have awarded £1,000 to help with the restoration of the church clock. • I am about to commission a study into the study of lorry routes and their effects. It will be extended to cover Stradbroke. • Revenue support Stage bus service – the early morning service to Ipswich and the evening return will be supported and will continue BUT I am working on improving the 482. This will be part of the 113/114 Ipswich/Eye/Diss service. • The new social prescribing unit at Hartismere hospital is on course. There will be an open day on 26 September from 9.30. • Matthew Hicks, SCC Leader, will be attending a “we are listening” at Eye Town Hall 11/9/19. District Councillor report: <ul style="list-style-type: none"> • Draft Joint Local Plan Drop in 13th August The drop in at Stradbroke Community Centre was well attended by many Residents and Parish councillors from surrounding villages as well as Stradbroke and Laxfield. Councillors and members of the public were also able to have one to one conversations with officers at the end of the presentation. As you can imagine the hot topic was the increase in planning applications that may come forward for chicken sheds within our area. Thus, leading to more lorry trips especially through Eye and surrounding villages. Mid Suffolk district councillors within the areas have highlighted concerns of the cumulative impact these sites will have on our ancient villages and market town. • We have now changed the Bin Collections to their new dates. 	

	<ul style="list-style-type: none"> • Free Summer Swim - The free Summer swim was well received across both the districts for Children 16yrs and under. I will continue to champion this initiative. • Vandalism playing field site - I have had meetings with the Community Police Inspectors for our area and they will continue to work with us to stamp out this anti-social behaviour. Our PCSO's will continue to liaise with the schools. The Community centre and playing field issue as it stands, the Leisure centre does not want to pay anything towards CCTV and they said they have had no issues • Social subscribing - Stradbroke and Fressingfield medical centres have successfully run the social subscribing initiative financed by Active Suffolk and Mid Suffolk. Over the past year 77 older residents have been supported to become more physically active, less lonely and socially isolated helping to improve their wellbeing. This strategy has now been adopted by Debenham health centre. • Details of the funding available for home improvements will be passed to a member of the public who will distribute the details where necessary. 	
<p>19.9.7</p>	<p>Public forum: 5 members of the public addressed the meeting as follows:</p> <p>a. A statement was read on the reasons behind and outcome of a recent code of conduct complaint made to Mid Suffolk regarding a Parish Councillor. The member of the public had received an email and a telephone call both of which the member of the public felt were unprofessional, upsetting and verged on bullying, therefore a code of conduct complaint was submitted, this was reviewed and upheld by MSDC. The names of those mentioned are being withheld to comply with data protection.</p> <p>b. 3 members of the public spoke on highways matters; in particular the volume and speed of vehicles in Queen Street. A suggestion was made that the 20mph zone outside the primary school be extended to the whole of Queen Street. <i>JH responded that a brief to undertake a survey of all matters relating to highways in Stradbroke was being prepared – a 20mph zone will form part of the survey.</i></p> <p>c. A member of the public raised concerns about the state of the former garage site on Queen Street. <i>Clerk will follow up with developer.</i></p> <p>d. A member of the public raised a matter connected to an article in the September edition of the Stradbroke Monthly. <i>JH advised that issues relating to the Stradbroke Monthly should be reported to the Governance Board.</i></p> <p>e. GRD spoke on behalf of a resident who has concerns about parking across the access to her driveway beside the hairdresser. <i>The Clerk will investigate whether signs can be installed to prevent parking.</i></p>	<p>Clerk</p> <p>Clerk</p>
<p>19.9.8 (1)</p>	<p>Reports from Committees and representatives: <u>Finance Committee</u> Councillors reviewed the proposed 3 year tender document for grass cutting and hedge management of Parish Council which is due for renewal March 2020.</p> <p>a. Councillors voted to include the gardening at the Health Centre in the tender document.</p> <p>b. Councillors voted to remove the grass cutting at the community centre from the document.</p> <p>The approved tender document will be circulated to interested parties.</p>	

<p>(2)</p> <p>(3)</p> <p>(4)</p> <p>(5)</p>	<p><u>Planning Committee</u></p> <p>a. Councillors noted a proposed plan submitted by the developer of the site included in the Neighbourhood Plan as Policy STRAD18. Councillors noted the decision reached at the June meeting at which an extension to the site was rejected and the developer was asked to submit a viability study to support the assertion that the policy scheme as adopted in the Neighbourhood Plan is not achievable.</p> <p>b. Joint Local Plan – Councillors voted to delegate responsibility to respond to the consultation including approval of submitting a joint statement with neighbouring parish. The statement was approved in principle by Councillors.</p> <p>c. Councillors were reminded that comments on the Joint Local Plan consultation should be sent to the Clerk by the end of the week.</p> <p><u>Maintenance Working Party</u></p> <p>DD and PS have finished repainting the railings and gates at the cemetery. GRD pointed out that the noticeboard on Wilby Road was in need of repair. DD will look into this.</p> <p><u>Community Centre Report</u></p> <p>No updates were given at this meeting.</p> <p><u>Footpath Warden</u></p> <p>DM requested that all councillors check to see if they had any documentation on footpaths in Stradbroke. Councillors noted that DM will be meeting with Matthew Hammond to speak about the footpaths.</p>	<p>DD</p>
<p>19.9.9</p> <p>(1)</p> <p>(2)</p> <p>(3)</p>	<p>Planning</p> <p>Councillors reviewed the following applications:</p> <p>DC/19/03847 – Application under Section 73 of Town and Country Planning Act. Planning permission DC/18/02634 for the variation of condition 2 to allow for changes to approved plans. 15a Woodfields, Stradbroke IP21 5JQ Supported</p> <p>DC/19/03890 – Notification for Prior Notification of Agricultural or Forestry Development – Proposed Road. Town and Country Planning (General Permitted Development Order 2015 – Schedule 2, Part 6) – Proposed Farm Track Road Battlesea Hall, Battlesea Green IP21 5NE Content with application</p> <p>DC/19/03891 - Notification for Prior Notification of Agricultural or Forestry Development – Proposed Road. Town and Country Planning (General Permitted Development Order 2015 – Schedule 2, Part 6) – Construction of hardcore farm track. Rookery Farm Buildings, Battlesea Green Content with application</p> <p>DC/19/03889 - Notification for Prior Notification of Agricultural or Forestry Development – Proposed Road. Town and Country Planning (General Permitted Development Order 2015 – Schedule 2, Part 6) – Replacement of existing cracked concrete in yard and construction of a hardcore track. Bullocks Hill Farm North, Pixey Green, Wingfield IP21 5NG Content with application</p> <p>Councillors noted the outcome of planning applications determined since the last meeting: DC/19/01673 Discharge of condition 8 (agreement of hours of use). Barley Brigg Farm, Laxfield Road, IP21 5NQ</p> <p>Other Planning matters</p> <p>Councillors noted the current status of the sites included in the Neighbourhood</p>	

	<p>Plan policies :</p> <p>STRAD15 – DC/19/01343 Outline Planning Application approved</p> <p>STRAD16 – no update</p> <p>STRAD17 – DC/19/00022 Outline Planning Application approved</p> <p>STRAD18 – at pre application stage</p> <p>STRAD19 – Planning applications 3774/16, 4005/14 and 4006/14 have all lapsed</p>	
19.9.10	<p>Highways</p> <p>Road Safety - audit at Chickering on the Hoxne Road has started.</p> <p>There will be liaison with Eye on the brief for the transport survey.</p>	
19.9.11	<p>Finance</p> <p>(1) Councillors noted Account Balances at 31st August 2019: Current Account - £10,923.97 Deposit Account - £38,320.06</p> <p>(2) Councillors approved cheques for signature or BACS payment for online authorisation as per the schedule appended to the minutes.</p> <p>(3) Councillors noted the receipts received in the month and the estimated reserved fund balances taking into account committed funds as per the schedule appended to the minutes.</p> <p>(4) Councillors noted that an additional grant from MSDC for the Stradbroke Community Land Trust will be paid into the PC's bank account. The funds will be transferred as soon as an independent bank account can be established.</p> <p>(5) Councillors approved the appointment of Zurich as the Parish Council's insurers and agreed to a long term 3 year agreement.</p>	
19.9.12	<p>Community Shed</p> <p>Councillors noted that Radio Stradbroke have asked to be included as a user for the shed. Work on a User Agreement and Shed User Policy is under way.</p>	
19.9.13	<p>Policies for Review</p> <p>There are no policies for review this month.</p>	
19.9.14	<p>4 Year Parish Council Plan</p> <p>A meeting has yet to be arranged.</p>	
19.9.15	<p>Floral Displays</p> <p>GRD is gathering information to include in a feasibility study for the project.</p>	GRD
19.9.16	<p>Clerk's Report</p> <p>(1) Health Centre</p> <p>A recent Legionella Test has shown there is no evidence of Legionella at the Health Centre; an updated report will be prepared and sent to the practice manager.</p> <p>The air-conditioning has been serviced – no matters were raised.</p> <p>A plumber is being contacted re the works required to the hot water system at the centre.</p> <p>(2) Training</p> <p>The Project Management Training Course offered by SALC was cancelled as the trainer was ill.</p> <p>(3) General</p> <p>(a) Recommendations have been received for work needed on trees at the health centre and the church. Clerk will obtain quotes from tree surgeons for this.</p>	

Notification to MSDC will be required.

(b) A quote has been received from a company for maintenance of the play parks. The cost is £450 per park per visit plus parts (subject to further information on the type of roundabouts at each site). Councillors agreed to an initial visit to both play parks.

(c) Advice from Suffolk County Council re mirrors on the road:

Mirrors on the road

Why we will not approve the erection of mirrors on roads we maintain.

We will not agree to requests for mirrors to be placed on [roads we maintain](#). They can increase risk and reduce safety because they:

- reflect light and interfere with a driver's vision
- reduce the ability to judge an oncoming vehicle's speed
- create an unreasonable dependence on the mirror
- distort or restrict the driver's view if dirty
- are an easy target for vandals
- could cause damage to users of the road if the glass is broken

If you want to put a mirror on private land, the landowner must agree and planning permission may be necessary. Please contact your [district or borough council](#) for further advice.

(d) Advice from Halesworth Safer Neighbourhood Policing Team:

During the course of the summer, the Halesworth Safer Neighbourhood Team have attended a number of community engagements and spoken to many in our communities about the policing issues affecting them. One of the most frequently discussed subjects is that of the use of the 101 telephone number and the waiting times sometimes imposed on callers.

The 101 system was updated earlier this year so that, once a call has been taken it is placed in a queue; the place in that queue determined by the type of incident being reported. Should a later call be taken, reporting a more serious matter needing a quicker response, the later call is placed further up the queue, sometimes taking precedence over the less serious calls, despite those less serious calls having been reported earlier. This has led to mixed experiences using the 101 system, with some members of the public telling us they have not had a problem with it, getting through straight away, while others have had a poor experience, kept waiting a long time, depending on the range of incident types reported.

Should you be approached by your parishioners / members and asked to report something on their behalf or engage in conversation with somebody telling you they have had a poor experience using 101, please could you bear in mind the alternative method of crime reporting which can be done on-line from the Suffolk Constabulary website using this

link <https://www.suffolk.police.uk/contact-us/report-something/report-crime>

This is for the same crime types as the 101 number, i.e. Non-urgent, previously occurred crimes / incidents. Anything being observed in real-time where somebody's welfare or property is at risk should always be notified to police using the 999 telephone number. If you're in doubt whether to use 999, do so anyway & let the call taker determine the urgency.

Should somebody wish to update police about an existing or on-going investigation, this too can be reported on-line using this alternative link <https://www.suffolk.police.uk/contact-us/existing-report-update>

(e) Litter Picking – guidance from MSDC includes the following advice:

Litter picking of areas beside roads should be carried out with extreme caution, due to the risk of being struck by vehicles. Litter picking should be restricted to only where there are wide verges or pavements, suitable for pedestrians, and should be carried out facing oncoming traffic. It is essential that volunteers are visible to road users, for that reason,

(4)	<p>hi-visibility waistcoats must be worn and litter picks should only take place in clear daylight. Volunteers should not attempt to clear litter from the carriageway.</p> <p>Information</p> <ul style="list-style-type: none"> • The Stradbroke Neighbourhood Plan has been shortlisted for the RTPi East of England Awards for Planning Excellence 2019. • Suffolk Libraries Day is on 12th October @ Stradbroke Library (café open 9.15am to 4pm) – this event has been organised to celebrate the local library and 5-year anniversary of the Post Office. <p>A Triptych is being created and individuals or local businesses are invited to sponsor the artwork. More information available from the Library.</p>	
19.9.17	<p>Risk Assessments</p> <p>Councillors to note any issues raised concerning:</p> <ol style="list-style-type: none"> a) Community Centre play park – CE will cover for PC for the next few weeks b) Westhall play park – relocated bin needs to be properly secured c) Fitness Track d) Permissive Path e) Cemetery 	
19.9.18	<p>Correspondence noted by Councillors:</p> <p>Councillors noted an email from MSDC Public Realm regarding tree work at Grove End including removal of an Ash reduction of a Norway Maple.</p>	
19.9.19	<p>CiLCA</p> <ol style="list-style-type: none"> (1) Councillors reviewed a report from TW regarding the Clerk’s completion of the CiLCA qualification. Councillors congratulated the Clerk on completing the portfolio. (2) In accordance with Section 110a (2) of the Local Government Act 1972 Councillors voted to discuss items 19.9.19 (4) and 19.9.20 in closed session as: in view of the nature of the business to be transacted or the nature of the proceedings, that, if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence. (3) Councillors voted to suspend Standing Order 3x and allow a maximum 30 minute extension to the meeting. (4) Councillors approved a one Spine Point increase to the Clerk’s salary following the completion of the CiLCA qualification. (5) Councillors asked for the Personnel Committee to review benchmarking of the Clerk’s salary and to inform the Finance Committee if there are any implications for the budget for 2020/21. 	
19.9.20	<p>Code of conduct :</p> <p>Councillors noted the outcome of a code of conduct complaint which has been reviewed and upheld by MSDC. The Councillor concerned was advised to apologise to the complainant.</p> <p>The Clerk recommended that Councillors should establish a personal email address for parish council business; Councillors should avoid receiving parish council emails on a shared email account.</p>	
19.9.21	<p>Date of the next meeting: 14th October 2019</p> <p>Matters for inclusion on the agenda for the next meeting should be submitted by Councillors to the Clerk by 4th October 2019.</p>	

Record of voting:

Item	Proposer	Seconder	For	Against	Abstain	Casting
19.9.5 - Minutes	DD	CE	12	0	0	
19.9.8 (1a) – Health Centre	CE	DD	9	3	0	
19.9.8 (1b) – Community Centre	CE	TW	7	3	2	
19.9.8 (2b) – Joint Local Plan	MJ	PC	11	1	0	
19.9.9 – DC/19/03847	CE	VL	12	0	0	
19.9.9 – Permitted dev x 3	SG	PS	12	0	0	
19.9.11 (2) - Payments	JH	CE	12	0	0	
19.9.11 (5) - Zurich Insurance	PS	CE	11	0	1	
19.9.16 (3b) – Play park maintenance	JH	TW	12	0	0	
19.9.19 (2) – Close meeting for discussion on: Personnel Matter and Code of Conduct	JH	CE	11	1	0	
19.9.19 (3) Suspend Standing Order 3(x)	JH	CE	11	1	0	
19.9.19 (4) CiLCA - Clerk's salary	JH	CE	12	0	0	

Meeting closed at: 9.45pm

Signed: _____
Chairman14th October 2019