

**Minutes of the Meeting of Stradbroke Parish Council
held at All Saints Church, Stradbroke on Monday, 13th September 2021 @ 7.30pm**

Present: Mandy Allen, Russell Ayling, Helen Ball, Brett Baber, Antony Bush, James Hargrave, Maureen John, Velda Lummis, Susan Loxton, Toni Wisbey

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

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21.09.1	<p>Chairman's welcome</p> <p>(a) A reminder was given that the meeting would be streamed live on the Council's Facebook As the video would be capable of repeated viewings anyone who spoke at the meeting was deemed to have given consent to be broadcast and recorded.</p> <p>(b) Helen Ball was welcomed to her first meeting of the Council.</p>
21.09.2	<p>Apologies for Absence:</p> <p>(a) Councillors received apologies for absence from Kamal Ivory and Helen Long.</p> <p>(b) Councillors voted to accept the apologies.</p>
21.09.3	<p>Declarations of Interests:</p> <p>(a) Councillors' noted the following Declarations of Local Non-Pecuniary Interests: TW – Planning: DC/21/04377 (as a member of Community Land Trust) HB/JH – Planning DC/21/04538</p> <p>(b) There were no Councillors' Disclosable Pecuniary Interests to note.</p>
21.09.4	<p>Dispensations: There were no requests to receive.</p>
21.09.5	<p>Council Vacancies:</p> <p>Councillors noted that no election has been called to fill the remaining vacancy, therefore co-option can take place.</p>
21.09.6	<p>Membership of Committees/Working Parties:</p> <p>(a) New councillors reviewed the committee structure and HB joined the Youth Engagement working party, HL was appointed to the Planning Committee.</p> <p>(b) Committee/Working Party Structure was updated to:</p> <ol style="list-style-type: none"> 1. Finance Committee – TW/JH/MJ/AB 2. Personnel Committee – TW/KI/SL 3. Planning Committee – MA/AB/RA/HL 4. Broadband (task and finish group) – led by James Hargrave 5. Highways (task and finish group) – led by Jeremy Fox (no longer a Councillor) 6. Climate Change – led by Toni Wisbey 7. Community Asset Group – led by James Hargrave 8. Youth Engagement – led by Kamal Ivory and Helen Ball
21.09.7	<p>Minutes:</p> <p>Councillors reviewed and approved the minutes as a true record of the business conducted at the meeting held on 9th August 2021.</p>
21.09.8	<p>County & District Councillors reports:</p> <p>Apologies were received from Cllr Gould.</p> <p>Cllr Flatman spoke on the following matters:</p> <ol style="list-style-type: none"> i. MSDC has offered to host Afghan refugees ii. A local energy showcase will be held at Wherstead Park iii. MSDC are successfully running a refuse truck on recycled oil. iv. All 5 District Councils in Suffolk have joined with the County Council in submitting a bid in relation to devolution. With a view to Suffolk becoming a

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	single authority.
21.09.9	<p>Public forum: No comments were received. Members of the public were invited to speak about planning applications at the appropriate time on the agenda.</p>
21.09.10	<p>Planning:</p> <p>(a) Councillors reviewed and approved responses to the following planning applications: DC/21/04377 – Full planning application – erection of 42 dwellings and 2 barn conversions together with associated garages, road, drainage and infrastructure. Grove Farm, Queen Street, IP21 5HH 1 member of the public spoke regarding this application. Councillors noted as the site is included in the Neighbourhood Plan that comments regarding the out of date S106, access to Queens Street, parking spaces (number and location), site permeability, STRAD3 and size of garages would be submitted. DC/21/04538 – Erection of 1 one and half storey detached dwelling. Land rear of the Beeches, Meadow Way IP21 5JW 2 members of the public spoke regarding this application. Councillors voted to OBJECT to this application and recommend REFUSAL to Mid Suffolk as it falls outside the settlement boundary and is not included in the Neighbourhood Plan. DC/21/04627 – Listed Building Consent – works to facilitate conversion of laundry room into shower room. White House, Rattlerow Hill, IP21 5HR Councillors voted to SUPPORT this application and noted that they expect any comment issued by MSDC Heritage Officer would be followed.</p> <p>(b) Councillors noted the outcome of planning decisions reached by MSDC: DC/21/03658 – Windrush, New Street, IP21 5JG GRANTED DC/21/03850 – Roger Skinner Ltd, Queen Street IP21 5HL GRANTED DC/21/04194 – Rose Villa, Church Street IP21 5HS GRANTED DC/21/04083 – Land adj. to West Winds, Drs Lane REFUSED Appeal Decision: DC/20/05718 7 Bishops Way IP21 5JR. Partially dismissed – garage / Partially allowed – first floor extension</p> <p>(c) Other Planning Matters DC/21/02047 – the retrospective application for agricultural barn at Barley Brigg is being heard at Committee on 15th September.</p>
21.09.11	<p>Monthly Finance reports:</p> <p>(a) Councillors noted Account Balances at 31st August 2021, as:</p> <ol style="list-style-type: none"> i. Current Account £5,955.40 ii. Deposit Account £57,599.56 iii. The Chairman initialled the bank statements as confirmation <p>(b) Councillors approved the renewal of the Zurich insurance policy, this being the 3rd and final year of the long term agreement.</p> <p>(c) Councillors approved the payments to be made in accordance with the schedule prepared by the Clerk.</p> <p>(d) Councillors noted the receipts received in the August 2021.</p>
21.09.12	<p>Annual audit</p> <p>(a) External Audit 2020/21 Councillors noted the findings of the external audit and that no further action is required: “In our opinion the information in Sections 1 and 2 of the AGAR is in accordance with</p>

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	<p>Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”</p> <p>One additional comment was made by the External Auditor: “We note that the minute references have been entered incorrectly on the AGAR. The Minutes confirm that Section 1 and 2 of the AGAR were approved in the correct order, however the minute references have been switched on the form.”</p> <p>(b) Internal Audit 2021/22 Councillors approved the appointment of Mr Trevor Brown as the Parish Council’s internal auditor for the year 2021/22.</p>
21.09.13	<p>Land Registration</p> <p>(a) Councillors noted that as both parties were in agreement on the ownership of the land, it is possible to transfer the land obtained from Suffolk County Council in 1972 to the Community Centre charity without having to enter into a protracted process of setting aside the faulty conveyance from 1972.</p> <p>(b) Councillors agreed to transfer the ownership of the land marked blue on the 1972 conveyance to the Community Centre charity via a TR1 form. The legal fees to the Parish Council will be approximately £600, any legal fees incurred by the Community Centre will be their responsibility.</p>
21.09.14	<p>Leisure Centre</p> <p>(a) Councillors to note the following email received: Please accept my apologies for my poor communication regarding the solar PV work for the leisure centre and the belated request for permission. I have attached the design document which identifies where the panels will be going and a summary of the benefits of the system. The system has a planned life expectancy of 25 years and I can confirm that they are due to start installation next week.</p> <p>(b) Councillors approved the work carried out to install solar panels to the building and authorised the Clerk to write a letter of acceptance to Mid Suffolk for the work to be undertaken..</p>
21.09.15	<p>Clerk’s Report</p> <p>(a) Stradbroke Sports & Community Centre: The letter approved at the August meeting was amended slightly following some changes to the proposed constitution. The letter was submitted to the Charity Commission following the SSCC submitting a draft constitution to the Commission.</p> <p>(b) Health Centre:</p> <ol style="list-style-type: none"> i. A draft lease has been agreed with the Medical Practice and will be submitted to the NHSE for review and approval. ii. Works were undertaken to sort out a possible blocked internal drain. <p>(c) PIIP – Parish Infrastructure Investment Plan Councillors approved adding works to the Bowls Club pavilion and security at the playing field to the PIIP (possibly CCTV), as part of a review of the plan.</p> <p>(d) Zip wire A full service and cable tension was undertaken, it was noted that there are some items that need updating and these are on order.</p>
21.09.16	<p>Solar Car Port – Wilby Road</p> <p>Councillors noted the following update:</p> <p>(a) A meeting with interested parties will be arranged.</p> <p>(b) Power consumption for the interested parties needs to be reviewed.</p> <p>(c) Site visit will take place to ensure suitability and design.</p>

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21.09.17	<p>Grit Bins</p> <p>Councillors noted the following update:</p> <p>(a) A request for volunteers was published in the September edition of the Stradbroke Monthly, no responses have yet been received.</p> <p>(b) An email was sent to Suffolk County Council enquiring about grit bins to store salt for use on pavements.</p> <p>Response received: Thank you for your email.</p> <p>Information on grit bins can be found here Grit bins Suffolk County Council</p> <p>You can submit a request for a new grit bin on the Highways reporting tool Report a highways issue Suffolk County Council. Please select Snow, Ice and Gritting and then Grit Bin - new request. Please ensure that you use your Parish Council email address so we can confirm this request is not coming from a member of the public.</p> <p>A further email has been sent seeking more clarification on the use of the bins for pavement safety not road safety, the response below was noted.</p> <p>Good afternoon,</p> <p>Thank you for contacting us regarding grit bins. Grit bins are generally placed at important locations, such as the bottom of hills, or on junctions on minor roads. Grit from bins must only be used on the public highway, this includes the pavement but an not be used on private driveways as an example.</p> <p>Further information on grit bins and how to apply can be found on the following page: As Suffolk Highways will only accept requests for new grit bins from a parish, town, borough or district council (the 'Applicant') please make sure you apply using the Parish Council email address.</p> <p>Councillors asked for the request for volunteers to be repeated in the Stradbroke Monthly.</p>
21.09.18	<p>Platinum Jubilee:</p> <p>(a) Councillors noted that a meeting with the Community Centre to discuss the invitation has yet to take place; this item was deferred to the October meeting.</p> <p>(b) Councillors noted that Suffolk are leading on the Queen's Green Canopy initiative – information on this would be circulated when available.</p>
21.09.19	<p>Risk Assessments:</p> <p>(a) Councillors reviewed the following documents and recommended they are reviewed by the Finance Committee at budget setting time as no matters were noted as urgent:</p> <ol style="list-style-type: none"> i. ROSPA inspection for the play parks and fitness track equipment. It was agreed that the sign required for parallel bars should be ordered and that one of the goal posts should be removed. ii. Fire Safety inspection for the health centre. <p>Councillors noted that:</p> <ol style="list-style-type: none"> iii. H&S Risk Assessments will be reviewed by the HR Committee's next meeting. <p>(b) Councillors received reports from the areas below and noted no concerns were raised other than those noted below:</p> <ol style="list-style-type: none"> i. Westhall play park ii. Community Centre play park iii. Fitness Track – some small fires have been lit but caused no damage. iv. Permissive Path v. Cemetery – some headstones are tilting but are secure in place, will be monitored.
21.09.20	<p>Updates and reports from Committees, Representatives and Working Parties were noted:</p> <p>(a) Committees: No committee meetings have taken place since May</p> <p>(b) Community Centre representatives:</p> <ol style="list-style-type: none"> i. Some Trustees were concerned about the legal fees regarding the Tennis Court land registration issue. ii. The rateable value details are being looked into and they are awaiting the result

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	<p>of the enquiry.</p> <ul style="list-style-type: none"> iii. The draft constitution for the proposed CIO has been submitted to the Charity Commission. iv. There has been communication with the Bowls Club and others regarding grants received by SSCC. v. A letter was sent by SSCC to village organisations asking them to send in their plans and ideas for events for the Jubilee. (It was noted that the Parish Council had requested not to be included as a partner in the letter) <p>(c) Working Groups:</p> <ul style="list-style-type: none"> i. Highways – speed watch training has taken place, further volunteers can be trained by the team. The team will commence work shortly. ii. Broadband – there was no update to note at this meeting. iii. Youth Council – Clerk attended an online webinar to help find ways to move this forward, details would be circulated to the working party. iv. Community Asset – a meeting has yet to be arranged. v. Climate Change - Councillors reviewed a report presented by AW and noted that Green Champions would be visiting the village. Information will be shared in the Stradbroke Monthly and on the Parish Council’s Facebook page.
21.09.21	<p>Correspondence</p> <p>(a) Tabled: Councillors noted correspondence tabled at the meeting.</p> <ul style="list-style-type: none"> i. Automatic number plate recognition camera project (ANPR) Councillors asked for this to be included as an agenda item for the next meeting. Cllr Gould will be asked for further information. ii. A letter was received regarding the Remembrance Day wreath, Councillors agreed to donate the £50 budgeted and a cheque will be raised for signature at the October meeting. iii. An invitation to attend a Zoom call regarding the Festival of Suffolk. JH said he would attend if he was free. <p>(b) Emails: Councillors noted SALC weekly bulletins previously circulated.</p>
21.09.22	Date of the next meeting: 11th October 2021 – venue: Courthouse Cafe

Meeting closed at: 9.15pm

Signed: _____ Date: