

**Minutes of the Meeting of Stradbroke Parish Council
held at the Court House, Stradbroke on Monday, 8th July 2019**

Present: Pam Cane, Don Darling, Chris Edwards, Jeremy Fox, Stuart Gemmill, James Hargrave, Kamal Ivory, 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 8 members of the public.

		Action
19.7.1	<p>Chairman's welcome The Chairman advised the following:</p> <ul style="list-style-type: none"> i. The meeting would be recorded. ii. Agenda item 19.7.8 Reports from Committee and representatives: the motion under (b) updated schedule of works for the Health Centre would be moved to after agenda item 19.7.14 (8). 	
19.7.2	<p>Apologies for Absence There were no apologies for absence.</p>	
19.7.3	<p>Declarations of Interest</p> <ul style="list-style-type: none"> (1) Councillors' Declarations of Local Non-Pecuniary Interests : PC/MJ/KI/DM - Item 19.7.16 Award Nominations CE/JF/KI/TW - Item 19.7.11 (4) Stradbroke Community Land Trust (2) There were no declarations of Councillors' Disclosable Pecuniary Interests in subsequent agenda items. 	
19.7.4	<p>Dispensations None were requested.</p>	
19.7.5	<p>Minutes Councillors reviewed and approved the minutes as a true record of the business conducted at the meeting held on 10th June 2019.</p>	
19.7.6	<p>County & District Councillor addressed the Council as follows:</p> <ul style="list-style-type: none"> (1) District Cllr Flatman: <ul style="list-style-type: none"> • The joint draft local plan has now been agreed at full council this will now go out to public consultation. Please add your comments and if your sites are different to those in the plan please let them know. This does not mean that you cannot bring further sites forward in the future. The plan is very important to the district as once in place will help us stop speculative building applications coming forward and being passed at appeal. • My locality allowance is now live, so I am now able to support local projects if they meet Mid Suffolk's strategic priorities. In the first instance email me and explain your plan and needs. The £1,000 request for assistance with the repair to the Clock was approved. Some bin collection days will be changing from the 15/7/19 please look out for further information, not all rounds will be affected. <p><i>Further to a concern raised by a member of the public, Cllr Flatman asked that any problems that may arise from the change of date be reported asap.</i></p> <ul style="list-style-type: none"> • My Cabinet role has changed to Communities and Housing. I also sit on the health and wellbeing board. Cllr Flatman asked for a note to be placed in 	

	<p>the Stradbroke Monthly, encouraging all to apply for any adaptations to housing that may be required, including such things as hand rails or wet rooms etc.</p> <ul style="list-style-type: none"> • A very big thankyou to those who helped with the Ladies cycling tour activities and to all the spectators who braved the weather. • An officer from MSDC is in talks with the Leisure Centre regarding CCTV. <p><i>Councillors thanked Cllr Flatman for her contribution towards the clock repair.</i></p> <p>(2) Cllr McGregor</p> <ul style="list-style-type: none"> • I have received a request from Friends of Stradbroke Church for funds for repair to the Church Clock. I have awarded £1,000. • Revenue support Stage Bus Services. The early morning service to Ipswich and the evening return will be supported and will continue BUT the thrice daily service to/from Eye and Stradbroke is under threat. • Other matters are recorded in item 19.7.10 - Highways <p><i>Councillors thanked Cllr McGregor for his contribution towards the clock repair.</i></p>	
19.7.7	<p>Public forum:</p> <p>There were no comments made during the public forum.</p>	
19.7.8	<p>Reports from Committees and representatives:</p> <p>(1) <u>Finance Committee</u></p> <p>a. Councillors reviewed and approved the Terms of Reference for the Finance Committee.</p> <p>b. Councillors reviewed and approved the following, as recommended by the Finance Committee:</p> <ul style="list-style-type: none"> • Revised Cemetery fees • Updated Rules and Regulations for the Management of Stradbroke Cemetery <p>(2) <u>Planning Committee</u></p> <p>a. Councillors reviewed and approved the Terms of Reference for the Planning Committee.</p> <p>b. Councillors noted the following decisions submitted to MSDC by the Planning Committee following meeting held 26th June 2019: DC/19/02069 Stradbroke Farm Barn, Ashfield Green, Laxfield Road IP21 5NL OBJECT DC/19/02653 – Roger Skinner Ltd, Queen Street, IP21 5HL SUPPORT DC/19/02520 – Verdons Farm, Verdon Lane, IP21 5NN OBJECT DC/19/02807 –Works to Trees Protected Frythe Barn, Wilby Road, IP21 5JP no objections</p> <p>(3) <u>Maintenance Working Party</u> DD updated Councillors that following the recent article in the Stradbroke Monthly 7 or 8 volunteers have come forward. The first meeting of the working party will be next week.</p> <p>(4) <u>Community Centre Report</u> No report</p> <p>(5) <u>Footpath Warden</u> The files relating to the footpaths will need to be started afresh.</p>	
19.7.9	<p>Planning</p> <p>(1) Councillors considered the following application:</p>	

	<p>SN/19/00253/SN – New development at Mark Peacocks Landrover, Neaves Lane. Suggested road name: Peacock Close. There were no objections noted.</p> <p>DC/19/03091 – Notification for Prior Approval for a Proposed Change of Use of a Building from Office Use (Class B1a) to a Dwellinghouse (Class C3). Building to the North of, Chestnut House, Wilby Road, IP21 5JP</p> <p>Councillors voted to OBJECT to the granting of prior approval on the basis that the site as shown on page 2 of the Supporting Statement includes a listed building and therefore a full planning application is required with a full Heritage Assessment undertaken.</p> <p>(2) Councillors noted the outcome of the following applications: DC/19/02041 – Willow Cottage, Pixey Green IP21 5HH GRANTED DC/19/00749 – Stradbroke High School, Wilby Road IP21 5JN REFUSED DC/19/01673 – Barley Brigg Farm, Laxfield Road IP21 5NQ GRANTED DC/19/02298 – Red House Farm, Pixey Green, IP21 5NJ GRANTED DC/19/01930 – Land North of Jubilee House, Meadow Way IP21 5JW REFUSED</p> <p>(3) Councillors noted that Mid Suffolk District Council has approved the final draft of the Joint Local Plan and that a consultation period will run over the summer and autumn 2019.</p> <p>Councillors noted that the sites included in Stradbroke Neighbourhood Plan are included in the Joint Local Plan and that there are no additional sites included.</p>	
<p>19.7.10</p>	<p>Highways</p> <p>Councillors noted the following:</p> <ul style="list-style-type: none"> • Cllr McGregor is commissioning a study of lorry routes and asked whether the Councillors had any objection to Stradbroke being included in the study. Councillors thanked Cllr McGregor for this and agreed it would be a good idea to include Stradbroke. • Cllr McGregor has requested that SCC Highways carry out a road safety audit at Chickering on the Hoxne Road. CE pointed out that AECOM had produced a highways report as part of the evidence base for the Neighbourhood Plan which could be reviewed as part of the study. • The Chairman requested that this item is a standing agenda item to enable the Council to receive regular updates on matters raised. 	
<p>19.7.11</p>	<p>Finance</p> <p>(1) Councillors noted Account Balances at 30th June 2019: Current Account - £20,925.74 Deposit Account - £35,786.06</p> <p>(2) Councillors approved cheques for signature or BACS payment for online authorisation as per the attached schedule.</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 attached schedule attached.</p> <p>(4) Councillors noted that the set up grant for the Stradbroke Community Land Trust has been paid into the Parish Council bank account and noted that any payments made from this grant will be shown for information on the schedule prepared by the Clerk. Councillors noted that once the SCLT has established its own bank account, the balance of the grant will be transferred to the new account.</p>	

	<ul style="list-style-type: none"> The Clerk reported fly tipping at Shelton Hill and MSDC removed the majority of the items. A chest freezer will need to be emptied by the owner before it is moved. Rubbish at Grove End is being investigated. 	
19.7.13	<p>Risk Assessments</p> <p>Councillors noted issues raised concerning:</p> <p>a) Community Centre play park – Fence to Fire Station is in need of repair.</p> <p>b) Westhall play park – see Clerk’s report</p> <p>c) Fitness Track – none</p> <p>d) Permissive Path - none</p> <p>e) Cemetery - none</p>	Clerk
19.7.14	<p>Emergency payments regarding works at the Health Centre</p> <p>(1) Councillors reviewed a report prepared by the Clerk in response to correspondence received.</p> <p>(2) Councillors noted that the conclusion to the report recommends that the Statement of Internal Control and the Risk Assessment Policy should be updated to properly reflect the Financial Regulations and usual practice of the Parish Council concerning exceptional or emergency payments.</p> <p>(3) Councillors noted that the upgrade to the alarm system at the Health Centre ensures full compliance with the insurance policy which requires a centralised alarm.</p> <p>(4) The following motion was approved: that Councillors agree that the decision reached to upgrade the facilities at the Health Centre, in accordance with the schedule of works, was permitted by the power granted under Section 8 of the Local Government Act 1894 and did not breach the Council’s Financial Regulations.</p> <p>(5) Councillors noted that the emergency payments made outside of a Parish Council meeting were fully compliant with Financial Regulation 6.6.</p> <p>(6) Councillors reviewed and approved an updated schedule of works (dated 3rd July) for the Health Centre including the appointment of Adcock to undertake the AirCon servicing, as proposed by the Finance Committee.</p> <p>(7) The following motions failed:</p> <p>(i) A motion is proposed that, Stradbroke parish council breached Financial Regulations 1.2 and 10.3, by failing to put in place a formal document to agree responsibilities for maintenance of both Landlord and Tenant, in respect of the Health Centre, prior to commencing a programme to upgrade facilities. This resulted in the council needlessly paying for a security system which had always been the responsibility of the doctors. Reason: insufficient votes to carry the motion.</p> <p>(ii) A motion is proposed that until a new tenancy agreement is in place with the Doctors Surgery, only emergency and contractually obligatory repairs and maintenance should be undertaken at the Stradbroke Health Centre. These repairs and any other maintenance to be agreed by full council. Reason: insufficient nominees for the motion to be considered.</p> <p>(8) The following motion was withdrawn by the proposer: A motion is proposed that the Emergency payments approved on 30.04.2019,</p>	

	and brought to council at the meeting of 13.05.2019, breached financial regulations as no proof has been provided that an emergency existed. This is contrary to Financial Regulations 4.5, 5.3, 5.5. It is proposed that extra precautions should be taken to ensure there are no further breaches of Financial Regulations.	
19.7.15	Policies for Review Councillors reviewed and approved the following policies: (1) Statement of Internal Control (2) Risk Assessment 2019	
19.7.16	Suffolk Community Awards (1) Councillors reviewed and approved a nomination for Stradbroke Monthly Magazine production team, including the editors, the delivery group and Governance Board for "The Colonel Probert Award for Voluntary Group or Community in accordance with the wording submitted by TW. (2) Councillors reviewed and approved a proposal that the Parish Council nominate Stradbroke Good Neighbours for the Suffolk Good Neighbour Award sponsored by Suffolk Community Foundation. Councillors further agreed that Gillian Rennie-Dunkerley is trusted to prepare an appropriate nomination which will then be submitted to the Clerk to complete the nomination.	Clerk GRD/ Clerk
19.7.17	Parish Council voting Councillors reviewed and approved the motion: To add to the end of standing order 3 (s): "At full Council meetings the minutes shall record the number of votes cast whether for, against or abstentions." The motion was amended to reflect that the amendment should be noted under Standing Order 3(t) as follows: <i>viii. At full Parish Council meetings the minutes shall record the number of votes cast for each motion whether for or against and, where no vote is cast, the number of abstentions.</i>	
	Agenda items 19.7.12: Health Centre updates, 19.7.18 4: Year Plan and 19.7.19: Correspondence; were deferred until the next meeting as there was insufficient time for them to be reviewed.	
19.6.18	Date of the next meeting: 12th August 2019 Items for the agenda: Deferred items Community Shed	

The meeting closed at 9.58pm

Signed: _____
Chairman

Date: