

**Minutes of the Meeting of Stradbroke Parish Council  
held at the Court House, Stradbroke  
Monday, 12<sup>th</sup> February 2018**

**Present:** Velda Lummis, Maureen John, Toni Wisbey, Kamal Ivory, Jo Baber

**In Attendance:** Odile Wladon (Clerk), 19 members of the public

		<b>Action</b>
<b>17.1</b>	The Chairman was unwell and unable to attend the meeting. Jo Baber stepped in to chair the meeting and she welcomed all to the meeting and reminded those present that the meeting may be recorded. The Chairman, Ellie Wharton, had prepared a statement for this meeting and asked the Clerk to read it out on her behalf. A copy is appended to the minutes.	
<b>17.2</b>	Apologies were received from George Chaplin, Chris Edwards and Ellie Wharton. Councillors consented to the absences.	
<b>17.3</b>	Declarations of interests: MJ in item 17.10.3	
<b>17.4</b>	No dispensations were requested.	
<b>17.5</b>	<b>Update on Councillor Vacancies</b>	
17.5.1	Since the previous meeting Michael Hugman and Nick Stones had resigned from their positions on the Parish Council.	
17.5.2	Councillors decided to defer co-option to fill vacancies until the March meeting. The 3 candidates who have put themselves forward introduced themselves to the Councillors present.	
<b>17.6</b>	The minutes of the meetings held on 9 <sup>th</sup> January and 22 <sup>nd</sup> January 2018 were approved by majority vote with one abstention (councillor not present at the meeting).	
<b>17.7</b>	<b>Public Forum</b> <ul style="list-style-type: none"> <li>• A director of Stradisphere CIC addressed the meeting and stated that Stradisphere were withdrawing their application to manage the Community Store (agenda item 17.12). The director noted that Stradisphere would like to be able to use this community facility as it was originally intended for the use of users of the playingfield.</li> <li>• A trustee of the Stradbroke Sports and Community Centre addressed the meeting and advised that they would like to take over the management of the Community Store. The committee feel that the Community Centre is an all-round facility that represents the whole village (also acknowledging that the Parish Council does too). He stated that it may be possible for Stradisphere to use some space but agreements would need to be worked out.</li> <li>• Another trustee of the Stradbroke Sports and Community Centre talked about the broadband connectivity to the Community Store and how they could possibly help Stradisphere in the future.</li> <li>• A member of the public raised concerns about the accuracy of the minutes of the meeting of 8<sup>th</sup> January. He also repeated concerns about recent resignations. <i>The acting Chairman, Jo Baber, pointed out that the Councillors had voted to accept the minutes of the meeting and reiterated replies from previous meetings that as the Councillors are aware of the full facts behind each resignation the Parish Council had no concerns at the present time.</i></li> </ul>	
<b>17.8</b>	<b>Planning</b>	
17.8.1	<b>New Applications:</b> there were no new applications for discussion at this meeting.	

17.8.2	<b>Decisions on applications previously considered:</b> DC/17/05777 – 11 Woodfields, IP21 5JQ granted 16/01/18 DC/17/03563 – Havensfield Farm, IP12 8EN granted 06/02/18	
17.8.3	<b>Other Planning Matters:</b> DC/17/05571 – <ul style="list-style-type: none"> <li>MSDC will still accept comments from the Parish Council concerning this application. The Clerk will pass on a concern in connection with the post code used for the application.</li> <li>CE – wrote to the people concerned in a meeting that occurred in respect of this application and mentioned in the design and access statement, to date he has not yet received a response.</li> </ul>	
<b>17.9</b>	<b>Neighbourhood Plan</b> The working party reported that they are reviewing the responses to the Reg. 14 Consultation and hope to be able to prepare a final version of the Neighbourhood Plan for the March meeting for the Parish Council to approve for submission. The working group advised that the SEA screening had shown an SEA Scoping was required and this was approved.	
<b>17.10</b>	<b>Finance</b>	
17.10.1	Account balances at 31 <sup>st</sup> January 2018 - Current Account: £18,258.95 Deposit Account: £17,691.58	
17.10.2	Cheques for approval are listed on the report appended to the minutes. Councillors voted unanimously to approve items 17.10.1 and 17.10.2	
17.10.3	Grant Application: Councillors reviewed a request to assist with the set up costs for a Dementia Café to be held at the Court House. Councillors voted unanimously to donate £150.	
17.10.4	Councillors deferred the updating of bank signatories to the next meeting.	
<b>17.11</b>	A report from Cllr Flatman was received (copy attached). Cllr Flatman was held up and did not make the meeting in time to answer any questions.	
<b>17.12</b>	<b>Community Store</b> There was confusion within the Council further to an email received from the Stradbroke Trust, which seemed to suggest that the Stradbroke Charitable Trust were still willing to run the Community Store. Roger Turkington clarified that the Trust had come to the view that it was not in their best interest to continue to run the Store. He said it was wrong to say that the Trust were happy to continue running the Store however they would be willing to, in the absence of anyone else who is suitable. They do support the application made by the Stradbroke Sports & Community Centre and SAS.  Councillors reviewed the options available to them given the statement above and the withdrawal of the application from Stradisphere CIC. Councillors felt that there was insufficient information on the request from the Stradbroke Sports and Community Centre to reach a decision on whether to enter into a new agreement with them. Councillors voted by unanimously to defer this matter to the next meeting.	
<b>17.13</b>	<b>Policies/Procedures to review:</b>	
17.13.1	The Personnel Committee asked that the Equality, Health & Safety and Safeguarding Policies be deferred to the Committee for review and approval. This was agreed unanimously.	
17.13.2	Councillors reviewed the Environmental Policy and approved this unanimously.	

<b>17.14</b>	<b>Matters of Report:</b>	
17.14.1	Stradbroke Sports and Community Centre Councillors noted that the SSCC had been granted a Community Grant of £5,000 alongside the S106 grant of £27,907.27. Councillors noted a request from the SSCC to carry out the following: <ul style="list-style-type: none"> <li>• Reduce the height of the hedge at the Play Park on Wilby Road – the clerk will obtain a quote</li> <li>• Repair the gate behind the SSCC – the clerk will seek clarification on the ownership of the gate</li> <li>• Removal of the Community Noticeboard which was sitting up against the building. JB confirmed this has been removed.</li> </ul>	Clerk Clerk
17.14.2	Fitness Track – Councillors reviewed the quotation for work at the track. Councillors did not feel the work was necessary and voted unanimously to remove this item from the agenda.	
17.14.3	Footpath Warden – the clerk met with someone who is interested in the position and is waiting to hear if they are willing to undertake the role.	
17.14.4	Footpath maps – no update	
<b>17.15</b>	<b>Risk Assessment</b>	
17.15.1	Community Centre Play Park – no report at this meeting	
17.15.2	Fitness Track – all fine	
17.15.3	Westhall Play Park – no report at this meeting	
17.15.4	Cemetery – all fine	
17.15.5	Permissive Path – all fine	
<b>17.16</b>	<b>Drs Surgery</b> No updates were received at this meeting.	
<b>17.17</b>	<b>Councillor Training</b> TW/KI/CE will be attending Councillor training on 20 and 27 February CE and the clerk will be attending a CIL workshops, AW asked to be added to the list for this workshop	Clerk
<b>17.18</b>	<b>Cemetery/Churchyard</b> – no update for this meeting	
<b>17.19</b>	<b>Community PCSO</b> – this agenda item was deferred to a future meeting when further information is available.	
<b>17.20</b>	<b>Defibrillator</b> – KI offered to help with the weekly checks of the community defibrillator in the phone kiosk.	
<b>17.21</b>	<b>GPDR</b> Councillors reviewed the 2 options and quotes for providing the Data Protection Officer service. Councillors voted unanimously to appoint Local Council Public Advisory Service as the DPO for the Council.	
<b>17.22</b>	<b>Clerk's Report</b> <ol style="list-style-type: none"> <li>1. The Clerk would like to thank the Parish Council for their support during the course of the last few months.</li> <li>2. The Annual Parish Meeting has been booked for Thursday, 26<sup>th</sup> April in the Community Centre.</li> <li>3. A tree was blown over during high winds and fell across a path in the Churchyard. The tree was considered unstable and a danger to the public. Matthew Hammond was instructed to fell the tree completely.</li> <li>4. Ashtons Legal have not yet had any correspondence from the solicitor for the Trusts concerning the assignment of the lease.</li> <li>5. Since the last full Parish Council the Clerk has investigated the following issues on behalf of members of the public: <ul style="list-style-type: none"> <li>• A vehicle parked on the pavement</li> </ul> </li> </ol>	

	<ul style="list-style-type: none"> <li>• An odd smell</li> <li>• A blocked drainage ditch</li> <li>• A manhole cover left off following works carried out</li> <li>• Queries concerning the Cemetery</li> <li>• Light pollution</li> <li>• A referral was made to SCC concerning the Street Lights</li> <li>• An overflowing dog litter bin</li> </ul>	
<b>17.23</b>	<p><b>Correspondence:</b> Emails circulated:</p> <ul style="list-style-type: none"> <li>• SCC Highways consultation</li> <li>• MSDC CIL workshop</li> <li>• Revised design and access statement from Peter Wells architects re application for land north of Westhall</li> </ul> <p>Tabled correspondence: none received at time agenda issued. The clerk informed Councillors that she had received some anonymous letters during the course of the month and will not act upon them. The Councillors supported this.</p>	
<b>17.24</b>	<p>Councillors discussed whether to reinstate <b>Matters of Information</b> to the agenda. The clerk confirmed that it had been removed following guidance given at both the Chairs and Clerks training. JB also stated this was the advice at the Councillor training too.</p> <p>It was agreed that any item that would have been raised in the past in this agenda item should be directed to the clerk when received or at the PC clinic which usually runs once a month in the Court House.</p>	
<b>17.25</b>	<p><b>Matters for inclusion in the agenda of March meeting:</b> Co-option of Councillors Community Store Community PCSO</p> <p><b>Next meeting:</b> 12<sup>th</sup> March 2018 @ 7.30pm – Court House, Queen Street, Stradbroke</p>	

**There being no further business the meeting closed at 20.19 hrs.**

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

**12<sup>th</sup> March 2018**

**Chairman**

## CHAIRMAN'S STATEMENT – FEBRUARY 2018

I wish to make a statement this evening to clarify matters that have been raised at recent Parish Council meetings:

Firstly, I asked the Clerk to contact the Deputy Monitoring Officer on my behalf, I can confirm that I have received confirmation that there are no outstanding complaints against any Councillor or former Councillor which the Deputy Monitoring Officer is either reviewing or acting upon.

Following emails received by the Parish Council and comments made during recent public forums, I state the following: On advice received from SALC by the Clerk at her initial training in October 2015, the public forum was moved from the beginning of the meeting to within the body of the agenda.

When Carrie took over as Chairman she decided to look at how the meeting flowed and whether any change to the format of the agenda could be made to enable the meetings to be more productive and time efficient. She noted that the majority of comments made in the public forum were related to planning and therefore moved planning to take place immediately after the public forum and in August 2017 the agenda was reformatted - this included co-option of Councillors taking place before the public forum in September 2017. The agenda for 8<sup>th</sup> January 2018 was changed, for that month only, as it was necessary to release the draft Neighbourhood Plan before discussions took place on the planning matters. The Clerk and I felt that given the nature of the planning applications on the agenda it would be wise to move finance to a point earlier in the meeting to ensure that the budget was accepted in time to be submitted by the end of January. This would enable ample time for members of the public to bring forward any comments they had on the planning matters to be discussed.

Following on from the December and January meetings advice was sought from SALC and the Parish Council adopted SALC's recommended Protocol on Public Participation at Council Meetings. This has been necessary to stop members of the public misusing the forum to make personal attacks against Councillors and members of staff. This is not acceptable and will no longer be tolerated. The Council has already lost a Councillor who was co-opted but did not take up their seat through fear of continued harassment. Parish Councils are a tier of government bound by legislation and all Councillors take their responsibility seriously to ensure that the Parish of Stradbroke is looked after not just for today but for the future.

The Clerk is an employee of the Parish Council and is entitled to be treated as such by all.

Should anyone have a complaint to make about the Parish Council as a whole, an individual Councillor or any employee of the Parish Council – then I would ask you to follow the procedures and processes available to you – copies of which can be found on the Parish Council website.

Report for Stradbroke Parish Council by District Councillor Julie Flatman.

- The telephone consultation ends on the 5/2/18 for the One Council and as both Leaders have confirmed is very much still on the table. See EADT 2/2/18.
- Coming soon for Parish councillor's workshops on how CIL (Community Infrastructure Levy) will be allocated to your Parish and the wider district.
- The next Funding and Volunteering Fair will be held at Cedars Park Community Centre on Tuesday 13<sup>th</sup> February. This is a brilliant opportunity to find out how to access funding for projects.
- Those wishing to attend the Funding and Volunteering Fair can book a place by calling 01449 724 654, or by emailing [Josephine.beever@babergmidsuffolk.gov.uk](mailto:Josephine.beever@babergmidsuffolk.gov.uk)  
Attendees must book in advance: attendance is free, and a light lunch will be provided. Spaces will be allocated on a first come-first serve basis, with up to two spaces available for each community group.

Locality awards

I have now allocated all locality money and beneficiaries as follows:

1	Stradbroke Over 60's	Indoor Kurling Set	£ 320.00
2	Laxfield Parish Council	Village Pond Renovation	£2,250.00
3	Wilby Village Hall	Scaffold tower for Village Hall	£ 250.00
4	Stradbroke Parish Council	Pictorial map for Stradbroke	£ 500.00
5	Fressingfield Scouts	Responsible weapons training	£ 350.00
		Refurbish room for village	
6	Stradbroke Courthouse & Library Trust	archive	£1,000.00
7	Stradbroke Sports & Community Centre	Projector for community use	£1,000.00
8	Wilby Village Hall	Chiller & Ice Machine	£ 330.00
			£6,000.00

In addition, I gave £250.00 towards the new coffee caravan which was unfortunately stolen. The new one has a tracker attached in case the thieves attempt a return.