

**Minutes of the Meeting of Stradbroke Parish Council**  
**held at the Court House, Stradbroke**  
**Monday, 13<sup>th</sup> May 2019**

**Present:** Pam Cane, Don Darling, Chris Edwards, Jeremy Fox, 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 10 members of the public.

		<b>Action</b>
<b>19.5.1</b>	<b>Election of Chairman</b> James Hargrave was elected Chair of the Council and signed a declaration of acceptance of office.	
<b>19.5.2</b>	<b>Election of Vice Chair</b> Jeremy Fox was elected Vice Chair	
<b>19.5.3</b>	<b>Chairman's welcome</b> The Chairman welcomed all to the annual meeting of the Parish Council and thanked those that elected him Chair. He reiterated points from his statement to the Annual Parish Meeting as follows: <i>I do hope that this year we have a real opportunity to put aside some of the differences that have happened and to try and work together for the benefit of Stradbroke. We need to set a good example to the people of the village and show that we can disagree without becoming personal. That we can respect the Clerk and remember that this is her workplace. If we do that then we will have more respect and more people will want to join us. This is an appeal for everyone on the council, not just the new members, that we all need to behave better and where necessary apologise for any past mistakes. We need to bring this unpleasantness to an end. I know that all 13 of the people sat round this table want to make Stradbroke a better place to live and that all of us have given a lot of time to organisations and groups to make Stradbroke better. My appeal to everyone is if we can work together rather than putting our energy into fighting each other into doing constructive things that would go a long way.</i>	
<b>19.5.4</b>	<b>Declaration of Acceptance of Office:</b> (1) Councillors noted that the declarations of acceptance of office have been completed by those Councillors present at this meeting. (2) Councillors reviewed a request from Stuart Gemmill to extend the deadline by which he needs to sign his declaration of acceptance of office. Councillors agreed to extend the deadline to the June meeting.	
<b>19.5.5</b>	<b>Apologies for Absence:</b> (1) Councillors received apologies from Stuart Gemmill. (2) Councillors consented to this absence.	
<b>19.5.6</b>	<b>Declarations of Interest:</b> (1) There were no Councillors' Declarations of Local Non-Pecuniary Interests (2) There were no Councillors' Disclosable Pecuniary Interests in subsequent agenda items	
<b>19.5.7</b>	<b>Dispensations:</b> none were requested	

<p><b>19.5.8</b></p>	<p><b>Election to Portfolios &amp; Committees:</b>  <b>It was agreed that no committee will have delegated powers.</b></p> <p>(1) Councillors agreed that the Asset Working Party is disbanded and its work undertaken by the Finance Committee, a Maintenance Sub Committee will also be established.</p> <p>(2) Councillors agreed that a Planning Committee is established.</p> <p>(3) The following Councillors were elected councillors to Parish Council committees and portfolios, (c) signifies chair of committee:</p> <p><b>a) Finance Committee</b>  Jeremy Fox (c)  Pam Cane  James Hargrave  Maureen John  Toni Wisbey</p> <p style="text-align: center;"><b>Maintenance sub-committee</b>  Don Darling (c)  Peter Smith</p> <p><b>b) Planning Committee</b>  Chris Edwards (c)  Jeremy Fox  Don Darling</p> <p><b>c) Personnel Committee</b>  Toni Wisbey (c)  Pam Cane  Kamal Ivory  Dennis Merritt</p> <p><b>d) SALC representative</b>  Chair or Clerk where necessary</p> <p><b>e) Community Centre Trustee:</b> Toni Wisbey  It was noted that 3 other Councillors were also Community Centre Trustees:  Pam Cane, Don Darling and Dennis Merritt</p> <p><b>f) Risk Assessments:</b></p> <ul style="list-style-type: none"> <li>a. Community Centre Play Park – Pam Cane</li> <li>b. Fitness Track – Velda Lummis</li> <li>c. Westhall Play Park – Kamal Ivory</li> <li>d. Cemetery – Velda Lummis</li> <li>e. Permissive Path – Pam Cane</li> </ul> <p>(4) Councillors noted that the Clerk is the Council’s Responsible Finance Officer.</p>	
<p><b>19.5.9</b></p>	<p><b>Minutes</b>  Councillors reviewed and approved the minutes of the 15<sup>th</sup> April 2019 as a true record of the meeting.</p>	

	<p>A call for the vote to be recorded was made. The vote was as follows:  In favour: Chris Edwards, Jeremy Fox, James Hargrave, Kamal Ivory, Maureen John, Velda Lummis, Toni Wisbey  Against: None</p>	
<b>19.5.10</b>	<p><b>County &amp; District Councillors presented their reports.</b></p> <p>(1) Cllr McGregor's report is appended to the minutes.</p> <ul style="list-style-type: none"> <li>• Cllr McGregor was asked to pass on concerns regarding the traffic sign stands that are left on the pavements with no signs on them – these are hazardous to pedestrians.</li> <li>• Concerns regarding the turning off of the street lighting at 11.30pm were raised with Cllr McGregor who will pass on the concerns.</li> </ul> <p>(2) Cllr Flatman had presented a report at the Annual Parish Meeting and a copy of this is appended to the minutes. Cllr Flatman also advised that a meeting had been organised at MSDC on 22/5/19 to discuss the matter of Barley Brigg application.</p>	
<b>19.5.11</b>	<p><b>Public forum:</b></p> <ul style="list-style-type: none"> <li>• An email concerning a quote for repairing the clock at the church was raised.</li> <li>• 2 members of the public raised concerns about the planning application on Meadow Way. It was pointed out that there was another, as yet unbuilt, cul de sac development off Meadow Way. Both developments will feed into Meadow Way and concerns were raised regarding access and safety. Another matter raised was concern about the turning circle shown on plans.</li> <li>• Stephen Lee addressed Councillors and he clarified that work on Maple Close (the development previously mentioned) would be starting within the next 2 months.</li> </ul>	
<b>19.5.12</b>	<p><b>Planning:</b></p> <p>(1) <b>Councillors to review the following applications for consideration:</b>  <b>DC/19/02041:</b> Erection of single and two storey side and rear extensions following removal of existing single storey extension and erection of detached cart lodge. Willow Cottage, Pixey Green IP21 5HH  Councillors voted to <b>support</b> this application.  <b>DC/19/01930:</b> Erection of 6no dwellings and creation of vehicular access. Land North of Jubilee House, Meadow Way IP21 5JW  Councillors noted that this development was not included in STRAD POLICY1 and has previously been rejected as it is not considered sustainable development. Councillors voted to <b>object</b> to this application.</p> <p>Councillors noted that a response to the following application has been submitted:  <b>DC/19/02087:</b> Application for prior notification of agricultural or forestry development (proposed building) Town &amp; Country Planning, General Permitted Development Order 2015, Schedule 2, Part 6. Erection of crop drying. Barley Brigg Farm, Laxfield Road IP21 5NQ  Councillors noted the comments made and supported the response made by the Clerk.</p>	

	<p>(2) <b>Councillors noted the outcome of any planning applications since the last meeting:</b>  <b>DC/19/00022:</b> Land to the south of New Street <b>GRANTED</b></p> <p>(3) <b>Other Planning Matters:</b></p> <ul style="list-style-type: none"> <li>• Councillors reviewed a proposal that a representative of the Parish Council should be proposed to speak at a public hearing on the Suffolk Minerals &amp; Waste Local Plan. CE agreed to attend and speak on behalf of the Council.</li> <li>• Councillors reviewed a request from a developer for a pre-application planning meeting and it was agreed this would be delegated to the Planning Committee.</li> </ul>	
<p><b>19.5.13</b></p> <p>(1)</p> <p>(2)</p> <p>(3)</p>	<p><b>Councillors reviewed and approved the following procedures:</b></p> <p>Standing Orders 2019</p> <p>Financial Regulations 2019</p> <p>Suffolk Code of Conduct. As this is the first meeting of a new term for the Parish Council, Councillors reaffirmed adoption of the Suffolk Code of Conduct.</p>	
<p><b>19.5.14</b></p>	<p><b>Audit</b></p> <p>Councillors reviewed the internal audit report for the year ended 31<sup>st</sup> March 2019 and noted that there were no additional audit points to note.</p> <p>Pam Cane raised a concern regarding the level of general reserves and noted that the auditor had commented on this. The Clerk clarified that the auditor noted that he was satisfied with the steps the Parish Council was taking to ensure there was sufficient general reserves.</p>	
<p><b>19.5.15</b></p> <p>(1)</p> <p>(2)</p> <p>(3)</p> <p>(3)</p>	<p><b>Finance</b></p> <p>Councillors noted Account balances at 30<sup>th</sup> April 2019:</p> <p style="padding-left: 40px;">Current Account - £24,706.94</p> <p style="padding-left: 40px;">Deposit Account - £32,911.74</p> <p>The Chair initialled the bank statements.</p> <p>Councillors noted BACs, Direct Debit and Standing Order payments made in the month and approved cheques and BACs for payment as per the schedule prepared by the Clerk.</p> <p>Councillors voted to close the meeting to discuss an item on previously approved payments.</p> <p>The Chair updated Councillors that the alarm system was the facility which needed an upgrade. Councillors wanted this information kept confidential until the work has been completed. The payment of £1300 to Waveney Security was the deposit required for work required to upgrade the alarms to enable them to be connected to the emergency services.</p> <p>PC, GRD, PS and DM queried the work and the authority under which the payment was made. The Chair referred them to the minute 19.4.28 from the meeting on 15<sup>th</sup> April.</p> <p>Councillors noted the funds received in the month and the reserved fund balances (less committed funds). Councillors noted received funds included the first ½ year payment of the precept and CIL.</p>	
<p><b>19.5.16</b></p>	<p><b>Community Land Trust</b></p> <p>Chris Edwards briefly updated Councillors on how a Land Trust would work and to</p>	

	advise that a meeting has been arranged for 16 <sup>th</sup> May for any interested members of the public to attend.	
<b>19.5.17</b>	<p><b>Risk Assessment – as this was the first meeting since the election there were no formal reports.</b></p> <p>(1) Community Centre Play Park – Pam Cane noted that there may be an issue on a rubber ring. She will investigate to see if the rings present an immediate danger.</p> <p>(2) Fitness Track</p> <p>(3) Westhall Play Park</p> <p>(4) Cemetery</p> <p>(5) Permissive Path</p>	
<b>19.5.18</b>	<p><b>Clerk's Report</b></p> <p>(1) Training – following the recent election, SALC are offering a Councillors Briefing on 13<sup>th</sup> June 7pm till 9pm at Hoxne, St Edmunds Hall (cost £23 per delegate – one free place for every 2 paying) GRD,PC,PS,JF,DD,DM and JH asked to be booked on the Course.</p> <p>(2) Health Centre</p> <ul style="list-style-type: none"> <li>• A deposit has been paid for the facilities upgrade which will take place during May.</li> <li>• A legionella assessment has been paid for and will be undertaken shortly.</li> <li>• A water inspection by Essex &amp; Suffolk water will take place this week.</li> <li>• A fire safety assessment has been undertaken and the report is awaited.</li> </ul> <p>(3) General</p> <ul style="list-style-type: none"> <li>• Work on creating a digital version of the burial book has yet to be completed.</li> <li>• The Clerk is still trying to make contact with the company recommended to undertake the service and maintenance of the play equipment.</li> <li>• Documents required as part of the Playing Field Policy have been received for the Tri Athlon in May and the Women's Tour in June.</li> <li>• A query has been received concerning the rules at the cemetery which need to be reviewed and reissued on to the PC website – this could be carried at the same time as the review of the cemetery fees which is due. A reminder of the most important rules could be published periodically in the Stradbroke Monthly.</li> <li>• A request has been received for the Parish Council to consider placing a mirror in the Churchyard to improve the visibility for users of Drs Lane.</li> <li>• Councillors to note that the Clerk will be on annual leave from 23<sup>rd</sup> May to 31<sup>st</sup> May inclusive.</li> </ul>	
<b>19.5.19</b>	<p><b>Correspondence</b> – Councillors noted the following correspondence tabled at the meeting.</p> <ul style="list-style-type: none"> <li>• Emails concerning the playing field – was noted</li> <li>• Email concerning the play park at Westhall – will be forwarded to the maintenance company once contact is made.</li> <li>• SCC – grass cutting schedule and community self-help scheme</li> </ul>	
<b>19.5.20</b>	<p><b>Matters for inclusion in the Agenda of meeting: 10<sup>th</sup> June 2019 at 7.30pm.</b></p> <p>Clock repair</p>	

	Cemetery Fees Mirror for Drs Lane Grass Cutting Schedule of Works Neighbourhood Watch Parish Council clinic.	
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The meeting closed at 9.40pm

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

Date: \_\_\_\_\_

County & District Councillor reports:

I have advised the Council that there is a Review into Children's Centres in Suffolk. As you know we have a Centre in Eye with outreach here in Stradbroke. The final conclusions of the Review have yet to be published

but I am confident that the value to the services provided from Eye are recognised and that there will be an enhanced role for this Centre.

Concerns have been expressed to me about the anaerobic plant operating in the parish and the current planning application.

There are at least 3 organisations that have an oversight in this matter. Mid Suffolk DC as the Local Development Authority but Suffolk CC as the Waste Management Authority and the Environment Agency as the authority responsible for environment regulation.

In my view it is important that all three organisations fulfil their statutory responsibilities.

SCC is currently processing a Planning Application on the site.

At the moment drafts of the Suffolk Local Transport Plan are being circulated. This document deal with funding of the highways and wider public transport issues. It is due to be on the July Agenda of the Cabinet.

I am still trying to digest the figures of the local Police Precept.

In Cash terms the Council Tax payers in Stradbroke will pay £119,020.07 to Suffolk Police.

It is worth noting that CT payers in Suffolk pay the highest % toward policing in the country.

Guy McGregor  
Hoxne & Eye Division

12-May-19

## **Stradbroke Annual Parish Council Report 9<sup>th</sup> May 2019 by District Councillor Julie Flatman**

I have just completed my first term as your district councillor, and I would thank you for your kind support. I have had the pleasure of representing your views, queries and even complaints.

As community's Cabinet member, I have secured funding for various improvements to local amenities within my ward and assisted parishes by sign posting to appropriate funding.

I have sat on planning, licensing and Cabinet member for Communities which took me across the district.

I have supported the village halls, helped buy state of the art playground equipment, Re-build a village pond at Laxfield and play area and fencing etc., buy a new rural coffee caravan after theft, Home Start at Stradbroke, village maps showing footpaths, The Court room refurbishment at Stradbroke, Radio Stradbroke and many more projects with my Locality Award.

In the past year, the communities' team have been successful in delivering the following:

- Social subscribing (activity opposed to pills) at Stradbroke and Fressingfield surgeries.
- Safeguarding, mental health awareness, Dementia awareness and supporting activities and setting up clubs.
- Launching awards ceremony for volunteers and businesses across the District.
- Funding two PCSO's for two years and addressing County Lines by training staff.
- Arts and music- across the district.
- Town and parish liaison, Community liaison throughout the district,
- Grants for improvements to shop fronts across the district any many more projects
- Helping villages with securing Assets of Community value. (Low House)
- Needham Lake development and funding across the district and many more projects.

The women's EVO cycling tour promoting Health and wellbeing which also brings money into the district and supports local businesses.

I had the pleasure of judging the local school's fantastic entries for the Ladies cycling tour and presenting prizes along with the decorated cycle competition at Wilby. I look forward to this happening again this year for those who would like to get involved.

The EVO cycling tour will pass through Stradbroke on the 10<sup>th</sup> of June.

There will be activities on the playing field/community centre at Stradbroke 6.00-8.00pm. Sponsored by Mid Suffolk.

Radio Stradbroke will also be keeping us entertained.

Fressingfield Scouts will run the barbeque.

We have just developed our community Strategy, that went to our partners for consultation in February. I presented the final document to full council and passed on 18/3/19.

I am very pleased to be representing you for another term of office. If you need help: email

[Julie.flatman@midsuffolk.gov.uk](mailto:Julie.flatman@midsuffolk.gov.uk)

01986 798661

Best wishes

Julie Flatman