

**Minutes of the Meeting of Stradbroke Parish Council**  
**held at the Community Centre, Stradbroke**  
**Monday, 12<sup>th</sup> June 2017**

**Present:** Carrie Barnes, Don Darling, Stuart Gemmill, Oliver Last, George Chaplin, Lynsey Smith, Maureen John, Jo Baber, Jim Baker, Nick Stones, Chris Edwards

**In Attendance:** Odile Wladon (Clerk), Cllr Julie Flatman, 8 members of the public.

		<b>Action</b>
17.1	The Chairman welcomed all to the meeting and reminded those present that the meeting would be recorded.	
17.2	<b>Apologies for Absence:</b> Ellie Wharton and Velda Lummis	
17.3	<b>Declarations of Interest:</b> NS in item 17.16	
17.4	<b>Dispensations:</b> None were requested.	
17.5	<b>Public Forum.</b> No members of the public addressed the Parish Council	
17.6	<b>Minutes of the meetings:</b>	
17.6.1	The minutes from the 8 <sup>th</sup> May were approved unanimously; the minutes of the 15 <sup>th</sup> May were approved by 10 votes in favour and 1 abstention.	
17.6.2	Matters arising: NS will contact the owner of 3 Woodfields concerning the overgrown conifer. The CC agreed to waive the fee for the use of the centre for the Sports Open Day NS and DD still need to complete declaration of interest forms. The old garage site has now been sold and it is hoped that the new owners will clear the site.	NS NS/DD
17.7	<b>Policies/Procedures:</b>	
17.7.1	<ul style="list-style-type: none"> <li><b>Standing Orders:</b> In view of the questions raised over the election of the Chair. Councillors were asked if they wished to amend the Standing Orders to allow the vote for officials to be carried out by ballot with initials rather than show of hands. Councillors decided not to review the Standing Orders at this time.</li> </ul>	
17.7.2	<ul style="list-style-type: none"> <li><b>Data Protection:</b> The Clerk will circulate an update received from SALC concerning changes to the Data Protection. A working party of Councillors will look at this over the coming months.</li> </ul>	Clerk All
17.8	<b>Finance</b>	
17.8.1	Deposit Account balance at 31 <sup>st</sup> May 2017: £39,376.69 Current Account balance at 31 <sup>st</sup> May 2017: £17,588.66	
17.8.2	Cheques for approval and to note receipts in month as per appended schedule. Points 17.8.1 and 17.8.2 were approved by unanimous vote.	
17.9	<b>Planning</b>	
17.9.1	<b>Applications for consideration:</b> There were none.	
17.9.2	<b>Results of planning applications considered by MSDC since the PC last met:</b> <b>1292/17</b> – Glenmore, Queen’s Street, IP21 5HG <b>granted 6/6/17</b> <b>1356/17</b> – Summer Place, Battlesea Green, IP21 5NE <b>granted 9/6/17</b> <b>No updates were available on the following:</b> <b>1503/17</b> – Cadogan, New Street, IP21 5JG <b>1550/17</b> – Holly Tree Farm, Barley Green. IP21 5LY <b>0492/17</b> – Chestnut House, Wilby Road, IP21 5JP <b>1000/17</b> – Hayfield House, Neaves Lane IP21 5JE <b>1283/17</b> – Tudor Farm, Battlesea Green IP21 5NE	
17.9.3	<b>Other Planning Matters</b> Councillor agreed by unanimous vote to apply to fell the Cherry Blossom Tree in the Churchyard this work will be undertaken alongside work to cut back the trees overhanging the pavement.	

	Councillors agreed to investigate planting a tree to replace this in a more appropriate part of the Churchyard.	Clerk
<b>17.10</b>	<b>Matters of Report:</b>	
17.10.1	Stradbroke Monthly: there was one cheque for signature being £325 to Tuddenham Press	
17.10.2	Community Centre: no update	
17.10.3	Playpark equipment – DD agreed to contact Sutcliffe to arrange for the skip to be removed from the Community Centre site. Councillors agree that the official opening of the playparks would take place on Sunday 23 <sup>rd</sup> July. This item will now be removed from the agenda.	DD
17.10.4	Stradbroke Sports Open Day – LS reported the event had been a success. The Diss Express will be carrying a feature on the day.	
17.10.5	Footpath Warden – Mr Merritt reported that the 1 <sup>st</sup> cutting had taken place. The Clerk will send him details of the budget for the year to enable him to plan future cuts. Mr Merritt will be meeting with a representative of Suffolk County Council to discuss the footpaths and to investigate a new map. Mr Merritt has contacted a landowner over the access to a footpath.	Clerk
<b>17.11</b>	<b>The Stradbroke Charitable Trust and the Stradbroke Trust.</b> The Chair read a report she had prepared following discussions with the Trustees at the meeting held on 15 <sup>th</sup> May – a copy is appended to the minutes. Councillors voted unanimously to assign the existing lease to the new CIO, the Stradbroke Trust and the Clerk will instruct a solicitor accordingly. Councillors voted unanimously to rewrite the license for the Community Shed in favour of the Stradbroke Trust. Councillors reviewed a draft letter prepared for the Trustees and agreed that with one minor amendment concerning the licence of the Shed the letter should be sent to the Trustees. A copy is appended to the minutes.	Clerk
<b>17.12</b>	<b>Drs surgery.</b>	
17.12.1	Work is being undertaken to update the doors and ramp to the surgery.	
17.12.2	Following concerns raised by villagers with Councillors regarding the future of the surgery in Stradbroke, the Clerk read a statement from the Medical Practice as follows: <i>We are not aware of any immediate concerns for the future of Stradbroke Medical Centre. We know that on a National level the current Governments plans for General Practice are to work at scale we do not yet know what implications this will have for rural practices like ourselves. We know that this is a very challenging time for General Practice as many Practices struggle to recruit clinical resources and are having to make decisions on their future and how best to maintain safe services for their patients with a backdrop of increasing demand.</i>  <i>Other scenarios that affect a Practices ability to maintain an additional surgery are Pharmacy applications. Practices do not receive any additional reimbursements other than rent to cover the higher running costs of an additional surgery so rely on income from dispensing to enable them to maintain services. Hopefully we will not face this scenario.</i>  <i>As things develop on a National and Local level we will keep all interested parties informed and consult to ensure we continue to maintain the level of service to our Patient that we currently provide, but to reassure you that we are not aware of any immediate concerns for the future of the Medical Centre. Many of the developments within General Practice are outside the control of Practices, so it is a wait and see game I am afraid.</i>	
<b>17.13</b>	<b>Risk Assessments</b>	
17.13.1	Community Centre Playpark – no update as works were still in progress.	
17.13.2	Fitness Track – no update.	
17.13.3	Westhall Play Park – no update as works were still in progress.	
17.13.4	Cemetery – all fine.	
17.13.5	Permissive Path – all fine.	

17.14	<p><b>Training</b> Whole Council training has been arranged for 26<sup>th</sup> June, 7.30pm to 9.00pm. Location to be confirmed.</p>	
17.15	<p><b>Highways:</b>          SIDs – The Highways Working Party have been successful in obtaining a place on the temporary vehicle activated sign operated by Suffolk County Council. They are pleased that the police have acknowledged the speeding on both Laxfield Road and New Street, and councillors noted that the SafeCam has already been deployed in the area.          There were very few offers to help with a community speed watch program therefore in light of the above information it was decided not to progress this at the present time.          The permanent vehicle activated sign at Westhall is on order and will be replaced shortly. SCC are ordering the sign for near the Neaves Lane and Wilby Road junction.</p> <p>Any further improvements will now be included in the Neighbourhood Plan and the Clerk will pass on any details she has obtained.</p> <p>Footpath signs – no update at the present time          Dog litter bins – a new bin has been ordered for the end of the footpath that runs alongside the pedestrian entrance to the High School. Jim Baker will install it when it is delivered.</p> <p>It was agreed that this item will now be removed from the agenda with the footpath signs being reported under Matters of Report.</p>	Clerk
17.16	<p><b>Cemetery/Churchyard</b>          Councillors voted unanimously to accept the quote for the works to the Chapel supplied by Carl Ramsey.</p>	
17.17	<p><b>Defibrillator cabinet</b> – we are still waiting to hear from BT following their consultation on removing the phone from the kiosk.</p>	
17.18	<p><b>Cycle Tour of Britain 2017</b>          GC and LS have been having discussion on how to progress this. Villagers are keen to be involved. Claire Hargrave will be contacting both schools to see how they would like to be involved.          Although this is a village led event, there is grant funding available for any cycle related event and the Parish Council is happy to use their bank account to facilitate a grant.          This item will be reported on under matters of report.</p>	
17.19	<p><b>Neighbourhood Plan Update</b>          Gillian Rennie-Dunkerley, Chair of the Neighbourhood Plan Committee, started by reading out the committees vision for the Neighbourhood Plan.</p> <p><i>Stradbroke Neighbourhood Plan is to protect and enhance the village's character and environment. Also to develop the appropriate housing and employment opportunities meeting the needs and aspirations of local people.</i></p> <p>Gillian Rennie-Dunkerley and Ian Poole (a consultant from MSDC) continued with advising the council on the process going forward for site assessments and drafting of the plan. Consultations are planned for later in the year. A gant chart showing the expected progress is appended to the minutes.</p>	
17.20	<p><b>Report from District Councillor, Julie Flatman</b>          Cllr Flatman reported on her locality budget for the year which is £6250. She is seeking applications from groups/organisations within her 3 parishes; minimum grant £250. All applications must link to strategic plan.          Cllr Flatman suggested that Bill Newman from MSDC could come along and speak with Councillors about Neighbourhood Planning.          Cllr Flatman reported there was no chance of overturning the new policy regarding paying with debit cards for Council services at the Post Office.</p>	

17.21	<p><b>Clerks report:</b></p> <p>Michael Hugman raised an issue that the Cricket Club was not advertised on the sign at the entrance off Wilby Road. As the sign belongs to Mid Suffolk District Council, a photo was passed to Cllr Flatman who said she would arrange for the Cricket Club to be added. The Clerk has contacted Mr McManus who works for Suffolk County Council and has offered to come and discuss infrastructure with the Council. It was agreed in the first instance that Mr McManus would be invited to speak with a small group of councillors first.</p>	
17.22	<p><b>Correspondence:</b></p> <p>Emails received not noted elsewhere in the minutes: SALC:</p> <ul style="list-style-type: none"> <li>• Good Councillor Guide to Neighbourhood Planning</li> <li>• Message from Police regarding increased armed patrols</li> <li>• Plant a Tree Charter Legacy</li> </ul> <p>Tabled correspondence: Stradbroke High School informed the Parish Council they would be joining a Multi Academy Trust, the Sapientia Education Trust, from September 2017 Suffolk County Council sent a letter to complete with regards to the grant for help with the costs of repairing the gatepost at the Churchyard.</p>	
17.23	<p><b>Matters of information:</b></p> <ul style="list-style-type: none"> <li>• The Clerk will chase up the repair to the loose kerb stones outside the Spar.</li> <li>• The Clerk will also report a yellow hydrant sign that has fallen over at the end of Bishops Way.</li> <li>• DD asked that his information be heard in closed session. Councillors agreed to this. DD asked that the recording equipment be switched off. Against the advice of the Clerk, Councillors agreed to this. DD started to read a statement to Councillors in which he mentioned the Clerk. The Clerk asked him to stop, a brief discussion ensued in which DD asked to be allowed to finish his statement. The Clerk left the meeting at this point therefore no further information was minuted.</li> </ul>	<b>Clerk Clerk</b>
<p><b>Matters for inclusion in the Agenda of meeting: 10<sup>th</sup> July 2017 at 7.30pm</b> none at this time</p>		

There being no further business the meeting closed at 21.20rs

*Carrie Barnes*

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

3<sup>rd</sup> July 2017

### **Report on Lease with Stradbroke Charitable Trust**

Councillors asked the Clerk to find the answers to issues surrounding the lease and the Trust. I have asked the Clerk to advise me of the answers to questions we asked and have also investigated the questions raised by the Trustees at the meeting of 15<sup>th</sup> May and in their letters dated 9<sup>th</sup> & 19<sup>th</sup> April.

I will lay out below the answers to as many points as possible:

1. There is no evidence that PC intended to take over the surgery, however we have said we would if necessary should the Trust ever cease to exist.
2. Does the lease permit us to charge a market ground rent? Yes.  
The figure is to be reviewed every 3 years.  
Currently we have an agreement of £1200 pa set until 2019 at which point the 3 year cycle starts again.
3. *Discussed in closed session. Councillors agreed that a formula for calculating future rent reviews could be based on the NHS rental income at the time.*
4. Can we assign the lease to the new CIO? Yes, as the new CIO can be considered a successor to the original Charitable Trust.  
  
The Clerk has received an email from James Hall, of Birketts Solicitors, who is acting on behalf of the Trust in connection with the assignment. We will need to instruct a solicitor to work on our behalf and produce the necessary paperwork with any conditions the solicitor advises are necessary. However there will be no cost to the PC as the Trust will be responsible for our legal costs with regards to the assignment.
5. Birketts have asked for us to include the Licence for the Community Shed in the above, or to rewrite the Licence in favour of the new CIO.
6. The Trust has asked us to write an appendix to the lease. This is not possible. What the Trustees require appears to be a deed of variation. There is no need for a deed of variation as we are within our rights to charge a market ground rent and the figure was agreed for the following 3 years in 2016, such a deed would prove costly and unnecessary.
7. Letter dated 9<sup>th</sup> April – comparison the Trust made with the difficulty faced by the Playpark fundraising was not accurate. We did not have a lease with the Community Centre which made applying for some grants more difficult. This is not the case with the Trust as they have a long lease and, as they have mentioned on numerous occasions, have had no issue generating grant funding with it in the past.
8. The lease is of little commercial value as it specifically excludes subletting of the building except under licence by us, the Landlord, and only for the purposes of a medical centre. The current lease between the Trust and the Medical Practice is due to expire in 2020. PC can issue a licence to sublet for the term of any new lease The Stradbroke Trust establishes with the Medical Practice.
9. Trustees confirmed to us that they do not intend to use the lease as collateral against a loan.
10. Trustees stated that under the previous charitable structure they had not been able to hold money from year to year to cover the maintenance/repair of the building. They did, however, confirm that this is not the case with the new CIO.



**Stradbroke  
Parish Council**

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12<sup>th</sup> June 2017

All Trustees  
The Stradbroke Charitable Trust/The Stradbroke Trust  
Hayfield House  
Neaves Lane  
Stradbroke  
Suffolk  
IP21 5JE

Dear Trustees

The Parish Council would like to thank you for sending us the cheque to cover the ground rent for the current year and for your time in attending the extraordinary meeting on 15<sup>th</sup> May and for sharing your views with us.

Councillors have considered the points raised at this meeting alongside the letters written to them dated 9<sup>th</sup> and 19<sup>th</sup> April.

Councillors are still unsure as to the origins of your fears concerning future rent reviews. The new Chair, Carrie Barnes, was clear in her comments that taking over the surgery building has never been considered and that Councillors are happy with the work carried out by the Trust. This repeats the statements the Parish Council has made over the past year.

Until recently, any concerns the Parish Council had were as a direct result of the Trustees withholding the ground rent and challenging the amount set by the surveyor. Councillors are pleased to note that this is no longer an issue. Therefore, as an agreement is in place to cover the ground rent until the review due to take place in 2019, the Parish Council will not be drawing up a deed of variation for the lease.

The priority for all concerned; the Trust, the Parish Council and the village as a whole, is the future of the surgery. As the building is now over 20 years old, Councillors were pleased to note that the new structure for the Trust will enable them to reserve funds on an annual basis for the repair and maintenance of the building. Councillors noted your explanation that reserving funds for this purpose was not possible under the old charitable structure.

Councillors were reassured by your statements to us on the 15<sup>th</sup> May clarifying that there was a misunderstanding around the paragraph in your letter dated 9<sup>th</sup> April concerning raising finance, and note that the Trustees have no intention of using the lease as collateral against any future loans.

The Parish Council acknowledge receipt of the email from your Solicitor, James Hall of Birketts. Councillors voted unanimously to assign the lease and I will therefore be consulting a solicitor about setting up the necessary paperwork for the assignment.

Councillors also voted to rewrite the Licence for the Community Shed in the name of the Stradbroke Trust to keep the costs down. Please let me know if this is acceptable to you.

Councillors hope that the recent frustration over the ground rent is now at an end and that both the Trust and the Parish Council can move forward and work together to secure the future of the surgery in Stradbroke.

Yours sincerely

Miss Odile Wladon  
**Clerk to the Council**