

Copdock & Washbrook Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 4 October 2016 at 7.30pm, Church Room, Washbrook

Present: Chairman Keith Armes, Vice Chairman Mike Watling, County Cllr Dave Busby, District Cllr Nick Ridley, District Cllr Barry Gasper, Cllr Tina Sutters, Cllr Laura Butters, Cllr Terry Corner, 5x residents, Clerk.

1244/1617 Welcome and Apologies: Chairman Keith Armes opened the meeting at 7.30pm. Apologies: Cllr Chris Coupland, Cllr Peter Jones

1245/1617 Declaration of Interest: None

1246/1617 Minutes: The minutes of the meetings held on 6 September 2016 were approved and signed as a true record.

1247/1617 Clerks Report inc. Matters Arising – as below.

Steve Merry, SCC Highways - as you are aware from the last report Steve Merry has moved within SCC. CC Dave Busby has met with SM and his replacement, and will report in adjournments.

Allotments - Mike W and the Clerk together with Anne Kell meet at the allotment site, and went through the updated terms and conditions for tenants. All was agreed, the T&Cs will be updated again, sent to Anne Kell for approval and then distributed. It was proposed to replace the existing gates with more sturdy ones to help security, also to erect and carry on the fencing behind allotments that back onto the Old London Rd where the fencing was never erected previously to help with rabbit invasions.

Mill Lane play area - Mike W and I walked carried out a further inspection with the intention of making a list of works. By coincidence contractor Danny Carman visited the site whilst we were there so we were able to go through the works necessary with him. A repair/maintenance list has been made and forwarded to Danny Carman who will carry out works on a priority basis.

It was also agreed by the Finance Working Group for the willow trees at Mill Lane - between the play area and the brook - to be lopped down to 3-4 metres to make them easier to maintain in future. This needs to be ratified at this meeting. The decision needed to be made as there is a short seasonal time window for tree work.

Planning application - a planning app has been received from BDC for a Permitted Development at The Paddocks, Old London Rd. The Planning Working Group considered the application, with a view it should be withdrawn and re-submitted due to the errors in the application form and the rough sketches and inadequate plans. The Full Council can consider this under Planning on the agenda this evening.

Village Directory - there has been no work done on this due to time constraints. The FWG can discuss at its October meeting.

Playing field - The Cricket Club have requested use of the football pitch area for parking in July 2017, for an event they propose to hold at the cricket club. After discussion, it was proposed they could use the outfield only and this would be subject to favourable weather conditions and no other bookings. A fee to be charged.

A rental for a wedding has been taken for Saturday 8 July 2017, next year, in conjunction with the village hall.

Also further enquiry for possible rental for next year for human circus.

The onesuffolk **website** which hosts the Parish Council site along with all the village organisations will no longer be hosted free of charge by Suffolk County Council, but transferred to Community Action Suffolk (CAS) on 1 November 2016 and will cost £50 up to March 2017 and £10 per month or £100 per year thereafter. The Finance Working Group proposed the PC goes with the transfer as this is more cost effective than setting up and running our own website. I have informed Clive Pearson, the webmaster for the village website.

The PC have received a letter from **Dr Frank Wells, Vice Chair of the Constable Country Medical Practice Patient Participation Group**, asking to attend one of our meetings. (Read letter out).

Posters were also posted up on request.

1248/1617 Adjournment: Meeting adjourned at 19.40pm

CC Dave Busby: Speed changes and layout on the Old London Road are progressing with John Simpson, SCC, propose to close some gaps in the central reservation but not progressing as quickly as liked. SCC happy for PC to carry out hedge cutting and vegetation maintenance. Proposed a 'cutting' day, do risk assessment - Cllr Tina Sutters see later in meeting. SCC to cut back hedge at Chapel Lane for visibility. Swan Hill will be cut in November. Ask Babergh DC to clear Chapal Lane footpath.

DC Nick Ridley: Planning Enforcement at Elm Farm House complete. Babergh & Mid Suffolk Councils are working towards moving into Endeavour House, possibly April/May 2017. Devolution is teetering, Suffolk too small to go alone.

DC Barry Gasper: Noting further to report.

Residents: Noting to report.

Meeting reconvened 19.51hrs.

1249/1617 Planning:

B/16/00802 Football Ground Back Lane

The PC noted and viewed the additional information provided as per the BDC letter dated 07 September 2016. As a result of the information, the PC's view has not changed, our previous comments stand, that 'The Parish Council feel this is a well balanced development. The only concern is traffic volume through Elm Lane and Back Lane.

B/16/01218 land north of Cameo Hotel, London Road.

The Parish Council's comments are:

- (i) The proposal was not seen suitable for a private dwelling.
- (ii) The design converting from a modern day barn is not in keeping with the more traditionally built properties in the area.
- (iii) The site should not change from an agricultural building to a dwelling house.

1250/1617 Financial Matters inc RFO report:

- a. **Payments for approval:** KA proposed and LB recommended approval.
- b. **Audit report** from BDO considered by FWG and approved by Council
- c. **Annual Return for year ending 31 March 2016** - approved and accepted by Council
- d. **Tree work - Mill Lane** - cost ratified at the meeting

RFO report.

The Parish Council's budget position is in order, with all spending within the current financial years budget.

The Annual Governance Statement and Annual Return of Accounting Statement has been returned by BDO, external auditors, which needs to be approved and minuted.

The report from BDO will be considered by the Finance Working Group at their October meeting and reported back at the November meeting.

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Ground rents for village hall and bowls club will be reviewed at the Finance Working Group meeting in October and therefore will be considered at the November meeting.

1251/1617 Correspondence: circulated.

1252/1617 Risk Assessment Register: no amendments. MW to create a RA report for pavement clearing and village tidy up.

1253/1617 Motorcycle Barriers: Clerk to contact Belstead PC Clerk to obtain details of cost effective barriers.

1254/1617: Community-Led Housing Development Plan: Chairman Keith Armes still awaiting reply from Babergh DC. DC NR reported BDC still doing Joint Local Plan.

1255/1617 Play Equipment Working Group: There is enough 106 monies in the pot to purchase play equipment at Fen View with some left to spend at the allotments for fencing. MW to meet contractor at allotments for quote.

1256/1617 VC Commemorative Celebration: date has been set for Sunday 17 September 2017. TC gave report, all progressing well. DC NR advised planning permission would be needed for the plinth and plaque.

1257/1617 Casual Vacancy: The vacancy remain unfilled.

1258/1617: Matters to be brought to the attention of the Council:

A resident with a mobility scooter has reported not being able to get out of the footpath near the Wahsbrook Service Station. It was considered taking off the top bar of the barrier but decided it was too dangerous for cyclists and to be left as is.

MW - advised he attends monthly Police meetings, please let him have any points you would like him

to take to the meetings.

MW - Village Hall project to be 'put to sleep' for now, VH Committee don't see a need for any change or improvement.

TS - proposed a Village Tidy Up Day - agreed. Sat 19 Nov 2016. TS to put in In Touch. CC DB to arrange road signs.

TS - footpath C14A, write to occupiers of The Paddocks & Glebe Farm.

TC - asked CC DB to clear up Beagle roundabout.

KA - Christmas Get Together - Sun 11 Dec 2016.

1259/1617 Items for next agenda: Village Tidy Up Day; Play equipment quotes FWG.

1260/1617 Next meeting: 1 November 2016, Church Room, The Street, Washbrook 7.30pm.

Meeting closed at 21.02hrs.