

# Copdock & Washbrook Parish Council

## Minutes of the Meeting of the Parish Council held on Tuesday 8 January 2019 at the Church Room, The Street, Copdock, 7.30pm

**Present:** Cllr Mike Watling, Cllr Keith Armes, Cllr Tina Sutters, Cllr Laura Butters Cllr Louise Carman, District Cllr Nick Ridley, 2x residents, Clerk - Angela Chapman.

**1595/1819 Chairman's Welcome & Apologies for Absence** - Chairman Terry Corner, Cllr Ann Hurst, County Cllr Christopher Hudson, District Cllr Barry Gasper.

**1596/1819 Declaration of Interests** - Mike Watling - Tennis Club; Louise Carman - Carman 4Seasons Ltd.

**1597/1819 Minutes.** Minutes of the meeting held on 4 December 2018 were signed as a true record.

### **1598/1819 Clerk's Report including Matters Arising**

Police Forum - Cllr Ann Hurst attended Dec meeting. She reported anti-social behaviour near underpass. Points noted were: business burglary on the increase and crime figures up 15%, however, year on year rural crime figures similar. Residential burglary appears to be occurring early evening when occupants are still out at work and there are no lights on in the property. Consider basic crime prevention by having an automatic light to make it look like the property is occupied. Jewellery and cash being targeted.

BDC are carrying out their 4 yearly review of polling districts, polling stations and places, with the election due in May this year. The PC has received a schedule of the current arrangements with the Returning Officer's proposals. Copdock & Washbrook district has increased due to the Boundary changes, it now includes Bentley, Chattisham and Wenham Parva, with the polling station unchanged at the village hall. There are 819 electorate in our area.

Hearing loop for meetings - I have details from Action on Hearing Loss, a national charity. The suggested portable hearing loop system would be £125. I suggest if the Council decide to go ahead with this it uses the money sent from the Neighbourhood Watch account (£46). Decision needed.

I have spoken to Citizen's Advice regarding funding. Coleen Sweeney advised Sudbury office covers the whole Babergh District which is why the PC received the donation request. However, she said LCA sees people from all areas. Funding is specific to every community, therefore, any funding stays in the Babergh district. County Council funding will be halved in the next financial year and cut completely in the year after that. District Council will still be funding them, as far as she knows. However, the county and district councils funding is the majority of the LCA's income so they will be in a very difficult situation within a year or two.

Play area signs now ready for installation.

New dog waste bin for Folly Lane received, will be installed this week. I have received an email from BDC regarding a report they received from a resident in Oakfield Rd saying litter was a problem, would the PC consider putting a waste bin in this area. I forwarded to Cllr Tina Sutters who asked for more details. BDC have requested the resident contact the PC direct which we are now awaiting.

I have started to put in place procedures for the death of HM Queen Elizabeth the Second, the event is code named Operation London Bridge. This event will affect the whole country from cities to hamlets and all councils need to be ready, as protocol needs to swing into place immediately and it needs to be right the first time! I have forwarded the protocol to our Chairman, who will deal with the flag raising and lowering. The Parish Council need to make decisions on the website, portraits, condolence books, areas to lay flowers, and the Proclamation. I will be in contact with Copdock church to establish their procedure. I will procure anything necessary and write a short report with suggestions before our February meeting for your comments, so it can be agreed then.

Still one Casual Vacancy.

**1599/1819 Adjournment:** Meeting adjourned at 19.50hrs.

**DC Nick Ridley:** the launch of the Local Plan will be delayed until after the elections in May, lots of information not available, makes sense as there may be different District Councillors. Therefore, LP will go to Council 2nd week in June, 6 week consultation, back to Council Sept/Oct, then to Inspector, likely

adopted mid 2020. Neighbourhood Plan can continue to be worked on, BDC currently in a vulnerable position, should be in a better position in the middle of the year. East Bergholt judicial review appeal refused. All 3 outline planning applications granted, will go to full permission. Now have to pay CIL up front so stops some developers.

Meeting reconvened 20.00hrs.

#### **1600/1819 Planning Applications:**

**DC/18/05359 - White House**, Old London Road, Copdock & Washbrook, Ipswich Suffolk IP8 3JH.

Planning Working Group met. Comments sent to Babergh DC as deadline before meeting. See Babergh DC planning website.

**DC/18/05484 Application for Modification or Discharge S106.** Application for the Modification of a Section 105 Planning Obligation - Discharge S106 occupancy related to planning applications B/92/00345 and B/10/00088. **Location:** The Mane Riding Centre, Old London Rd, Copdock & Washbrook IP8 3JF. Planning Working Group to look into this application.

#### **1601/1819 Financial Matters & RFO Report:**

- a) payments recommended - LB & MW approved
- b) Pre-cept - 10% increase agreed by Council. Form to be completed and sent to Babergh DC.
- c) List compiled of donations given in the past 9 years was distributed by email and at the meeting to enable more informed decisions in future.
- d) Tennis Club - request for donation to maintain and refurbish courts. After discussion Council agreed to offer £3,500 to the C&W Tennis Club. LB proposed, unanimously agreed.

#### **RFO Report**

The Parish Council's budget position is in order, with all spending within the current financial years budget, apart from the 127 payments, which is £500 over budget, also allotments budget is £1,300 over due to new fencing, budget will be amended to accommodate.

It is proposed to increase the pre-cept by 5%. This is on the agenda and needs to be approved and minuted this meeting in order for the request form to be sent to Babergh DC by the end of the month.

Due to discussions at December meeting the Financial Regulations were not altered, therefore, cheques will be signed at the end of the meeting, as before.

As requested, at the last meeting I have compiled a spreadsheet of donations and grants given by the PC over the past 9 years. I have emailed a copy to all Cllrs.

Payments approved.

Spreadsheets updated. Bank reconciliation sheets approved and signed by Cllr Louise Carman.

Minuted and approved.

#### **1602/1819 Memorial/Commemoration for Peter Jones**

It was decided to wait for Cllr Laura Butters to attend the village hall committee meeting, and hear their comments, before the Parish Council make a decision.

#### **1603/1819 Risk Assessment**

Updating of RA register ongoing, a copy has been posted on the Parish Council page of the village website. Financial section to be updated, Cllr Louise Carman and the Clerk will assist with this.

#### **1604/1819 Neighbourhood Plan**

Cllr Laura Butters reported the NP group have applied for funding; Environmental Impact Assessment quote received. Website being set up.

#### **1605/1819 Parish Council website**

The Parish Council considered having a separate website to the page it currently has on the village website due to the number of documents that now need to be displayed and frequent alterations. The One Suffolk template could be used and also host. There could be a link to the village website and visa versa. It was agreed to put this in motion and to email a local resident to see if they could help set up the new site.

**1606/1819 Casual Vacancy**

The Council still have one casual vacancy, there is an interested party.

**1607/1819 Matters to be brought to the attention of the Council:**

TS - email from resident regarding the footpath at Glebe Farm, motorbikes riding on the adjoining land, the footpath crosses the land and this was considered dangerous. for walkers. Cllr Tina Sutters to speak with SCC Rights of Way officer.

Also the anti-social behaviour was reported to Tesco & B&M and stopped quickly afterwards.

MW - quote received for the aerial runway (zip wire) to be maintained, work & quote approved.

**Items for next agenda:**

Process for donation/grant giving.

Risk Assessment Register.

Request from C&W Pre-School for donation.

Meeting closed at 20.52hrs.