

## **Copdock & Washbrook Parish Council**

### **Minutes of the Meeting of the Parish Council held on Tuesday 5 March 2019 at the Sports Pavilion, Copdock, 7.30pm**

**Present:** Chairman Terry Corner, Vice Chair Mike Watling, Cllr Keith Armes, Cllr Tina Sutters, Cllr Laura Butters, Cllr Louise Carman, Cllr Ann Hurst, Cllr David Marsh, 3x residents, Clerk - Angela Chapman.

**1624/1819 Chairman's Welcome & Apologies for Absence** - County Cllr Christopher Hudson, District Cllr Nick Ridley, District Cllr Barry Gasper

**1625/1819 Declaration of Interests** - Mike Watling - Tennis Club; Louise Carman - Carman 4Seasons Ltd; Ann Hurst - allotments; Laura Butters - C&W pre-school

**1626/1819 Minutes.** Minutes of the meeting held on 5 February 2019 were amended - Cllr Tina Sutters was sent apologies, Cllr Ann Hurst was in attendance, otherwise signed as a true record.

#### **1627/1819 Clerk's Report including Matters Arising**

Nomination forms for the May elections have been distributed to all who wish to stand. The Notice of Election will be posted up on Mon 11 March advising anyone who wishes to stand the procedure. The Chairman Terry Corner submitted a piece for the Parish magazine in memory of Jennifer Jones. Jennifer, was of course, the village archivist and the PC have received a letter from a resident, neighbour and friend of Jennifer, advising he is helping the Jones family sort through the historical paperwork and wanted to reassure the PC all documents that are of any interest will be preserved. I had a conversation with James Hall from Birketts about various leases who will confirm in an email, which will be forwarded to all Councillors once received. However, the Bowls Club lease expires in July this year, 2019.

The PC have had a request to site a textile bank on the village hall/bowls club car park area from a national charity. I have enquired whether BDC can supply a textile bank, they can depending on the site. BDC don't recycle textiles anymore, so this may prove useful for the village and a charity.

The fence at the recreation field has been broken down behind the bus shelter, it is suspected lorry drivers using the lay-by have done this. This will be repaired using the temporary 6' harris fencing panels.

Footpaths, an updated guide and new footpath map is underway with the legacy left by Isobel Strickland. Cllr Ann Hurst and the Clerk with help and support from Cllr Tina Sutters.

Met with new allotment rep - very communicative and enthusiastic - has taken one of the vacant plots and has put 2 bee hives on it, agreed by the PC last year. All other plots have been taken after an advertising drive by Richard, so the plots have 100% occupancy.

An email was received from SCC forwarded by CC Christopher Hudson regarding 'Our Water' project for councils that have water courses in their area. The PC have registered, awaiting further details.

I've had contact with a resident of Pearsons Way regarding a large overhanging tree into her garden at the entrance to the Mill Lane play area. She seems to think it was cut back previously by the PC and I have suggested a meeting with her to ascertain the exact problem.

I will begin next month to invite all village organisations to the Annual Parish Meeting to give a report of their year, and also to the Annual Meeting of the Parish Council.

It is with sadness the Parish Council learned of the deaths of Jean Younge & Don Miller. Both were past Parish Councillors.

The PC now have a full complement of Councillors, no. 15 on the agenda can be deleted.

George Nicholson has now taken over the role of village archivist/historian.

**1628/1819 Adjournment:** Meeting adjourned at 19.50hrs.

No County or District Councillors in attendance. No resident queries.

Meeting reconvened 19.51hrs.

#### **1629/1819 Planning Applications:**

**DC/19/00793** Meadow Barn Old London Road Copdock and Washbrook Ipswich Suffolk IP8 3JW

Application for Listed Building Consent - Conversion, adaptation and extension of existing outbuilding with extension to provide internal link between main barn and outbuilding.

Comment: Recommend approval

**DC/19/00792** Meadow Barn Old London Road Copdock And Washbrook Ipswich Suffolk IP8 3JW  
Householder Planning Application - Conversion, adaptation and extension of existing outbuilding with extension to provide internal link between main barn and outbuilding.

Comment: Recommend approval.

**DC/19/00899** Petersfield House, Church Lane, Copdock, Ipswich Suffolk IP8 3JZ  
Householder Planning Application - Erection of Garden Room/Workshop with access.

Comment: The Parish Council strongly object to the proposed building having its own access and the proposed position of same. The proposed access on Church Lane is a dangerous part of the road, on a bend and hill, opposite a regularly used footpath, and is single track at that point, and floods after rain. Church Lane is also a very well used 'rat run' between Belstead and the Old London Rd.

The Parish Council have no objection to the building but strongly object to the access and recommend the access to the proposed building is through the applicants current dwelling garden. This should not prove a problem to the applicant as the building applied for is for leisure and personal work space.

The Parish Council suggest a BMSDC planning officer visits the site.

**Report from TC on planning application DC/19/00567** Proposal: Hybrid Application comprising Outline Planning Application (Access to be considered) Erection of up to 114 no dwellings, including 13 self-build/custom build plots, affordable housing, open space including village green, land for B1(a) offices and D1 nursery, provision of land to extend grounds of Wild Man Public House, village allotments, paddocks and caravan storage. Full planning application for Spine Road and associated highway works. Location: Land North Of Burstall Lane, Sproughton, Ipswich Suffolk IP8 3DE.

Chairman Corner attended meeting. He reported traffic issues will be even more congestion in High Street, Sproughton, increased traffic to Beagle roundabout, impact with Wolsey Grange development (behind Holiday Inn hotel). Improvements. i.e. traffic lights, to the Beagle roundabout are inadequate, which will send more traffic down Swan Hill and along the Old London Rd, making the 'rat run' traffic heading south worse for Copdock & Washbrook village.

#### **1630/1819 Financial Matters & RFO Report:**

- a) payments recommended - MW & LB approved
- b) request for consideration of donation to C&W Pre-School - agreed to send new application form after 31/3/2019 explaining the new process which is, applications will be considered twice a year
- c) Internal Control Statement signed and approved for next financial year 2019-20
- d) Agreed and approved LCPAS to carry out internal audit for next financial year 2019-20
- e) agreed and approved Clerk to continue as RFO

#### **RFO Report**

The Parish Council's budget position is in order, with all spending within the current financial years budget with some budgets being amended due to overspend. The FWG met and have agreed an amended Draft Considerations document, which has been distributed at this meeting.

The Parish Council need to adopt & approve the Internal Control Statement to be signed, approved and to be minuted. This has been amended to include the increased frequency reviews/inspections of the Risk Assessment Register, and to also include one other Council member on the Finance Working Group.

The Parish Council need to appoint RFO for next financial year. Approval required and to be minuted.

The Parish Council need to approve internal auditors - LCPAS used last year. Approval required and to be minuted.

The central reservation has had one cut already this year, to keep it under control and manageable.

Contractor Danny Carman has advised its due to be cut again at the end of March/beginning of April. This needs Council approval as it was agreed it would be carried out on a ad hoc basis, however, Danny has advised that if it's not kept to a reasonable level it's almost impossible to cut in a reasonable time frame. Its recommended to be cut 4 times a year. SCC are supposed to cut it twice a year but last year it was only done once, and badly. Council approval needed.

Payments approved.

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

Minuted and approved.

#### **1631/1819 Process for Grant/Donation funding**

The new application form was agreed and approved for all organisations wanting to make an application to the PC for funding.

#### **1632/1819 Village Hall**

See Clerk's report, a Working Group formed.

**1633/1819 C&W Bowls Club**

See Clerk's report, a Working Group formed.

**1634/1819 Village Hall car park**

It was agreed the surface was adequate and in good condition.

**1635/1819 Risk Assessment**

Cllr Ann Hurst carrying out weekly/monthly/half yearly reviews/inspections and updating register.

Dog waste bin in The Street needs replacing, agreed and approved to purchase a new one after 31/3/19.

AH to send letter to Tesco regarding abandoned trolleys in Mill Lane play area and to submit a piece about same to In Touch magazine.

**1636/1819 Neighbourhood Plan**

Cllr Laura Butters reported all progressing well.

**1637/1819 Matters to be brought to the attention of the Council:**

TC - doors missing/hanging off litter bins, MW to try and repair

MW - Wolsey Grange development, attended Taylor Wimpey meeting, road to be closed for 14 weeks, working 7.00am to 7pm, 7 days a week. MW will send link for all to comment on traffic/road closure.

MW attended BDC Police Forum meeting - mainly discussing County Lines/drug dealing in villages, burglaries and Bobbits Lane. Register with Police Connect to keep up to date with issues in your area, use social media and attend local community events.

LB - village hall have agreed to rename main hall 'The Peter Jones Hall', an event will be held for the renaming. It was also a plaque to be erected on the WW1 memorial, which Chairman Corner will draft.

TS - Litter Pick - Saturday 30 March, Church Room, 10am - 12noon.

**Items for next agenda:**

None.

Meeting closed at 21.11hrs.