

Copdock & Washbrook Parish Council

Minutes of the meeting of the Parish Council held on Tuesday 3 September 2019 at the Sports Pavilion, Copdock, 7.30pm

Present: Cllr Terry Corner, Cllr Mike Watling, Cllr Keith Armes, Cllr Laura Butters, Cllr Louise Carman, Cllr David Marsh, District Cllr Dave Busby, 1x residents, Clerk - Angela Chapman.

1690/1920 Chairman's Welcome & Apologies for Absence - County Cllr Christopher Hudson

1691/1920 Declaration of Interests . Cllr Louise Carman - Carman 4Seasons Ltd

1692/1920 Minutes. Minutes of the meeting held on 2 July 2019 were signed as a true record.

1693/1920 Clerk's Report including Matters Arising

Play equipment inspection should be carried out this month, if not already done.

I exchanged several emails with Mark Gladwell over the gas works on the Old London Rd and the crossing closures. He did eventually get the contractors to open the intersection to his business, after 12 days and 15 telephone calls.

Textile recycling bin - installed today after emailing head of department at BDC.

The information signs in the village hall and Fen View play areas have been stolen, it is on the agenda to consider purchasing replacements. I suspect this is why there are no signs, as they kept disappearing.

SCC Highways are asking all town and parish councils to send a map marked with the grit bins in their area, which I will do. There are 4 bins in the parish, SCC no longer drop heaps of grit.

Fallen tree over the pavement/footpath near school, reported directly to Tree Warden, Danny Carman, dealt with same day as over footpath - no charge.

Parish Council website - I have had a look at putting some documents on, ongoing job.

The Parish Council laptop is currently running on Windows 7 which is to be unsupported by Microsoft mid Jan 2020. The PC laptop will need to go over to Windows 10, hoping the current laptop will support this programme. Lastly, as you can see we are back in the Church Room, as the Cricket Pavilion let us down with our booking this evening. Fortunately, I had emailed in advance asking to have the room earlier than usual, otherwise we would have turned up there with nowhere to have the meeting apart from a changing room. Can we agree to hold meetings here again, at least for the summer months. The Bowls Club have agreed for the PC to use their clubhouse in the winter months, which is their off season.

1694/1920 Adjournment: Meeting adjourned at 20.05hrs.

District Councillor Dave Busby: Advised A1071 road closure postponed for 3 months. Planning application for Oak Cottage not called into Committee - DC/19/03000. Cllr LB asked for Clerk to ring BDC Planning officer Lynda Bacon and ask for a site meeting before decision made.

Draft Local Plan - PC advised DCDB that are not happy with the proposed areas.

Residents: asked if litter pick will go ahead in the autumn, agreed it would.

Meeting reconvened 20.18hrs.

1695/1920 Planning Applications:

DC/19/04055 Sub-division of existing dwelling into two separate dwellings. Removal of porch

Woodside Luxury Boarding Cattery Old London Road Copdock And Washbrook Ipswich Suffolk IP8 3JH

No objection

DC/19/04078 Application for Prior Notification of Agricultural Development Town and Country Planning General Permitted Development Order 2015 Schedule 2, Part 6 -Erection of agricultural building.

Coles Green Farm Chattisham Road Copdock And Washbrook Ipswich Suffolk IP8 3HB

No objection

1696/1920 Financial Matters & RFO Report:

- a) payments approved - approved TC & KA
- b) insurance renewal approved - KA & TC
- c) PCC churchyard grant - send application form
- d) grass cutting machine purchase, Cllr Laura Butters advised that if the PC grant a licence to the Copdock Cricket club for occasional use of the playing field the CC will cut the grass in return, negating the need to purchase a cutting machine. Clerk to contact Simon Cartmell, SCC Legal dept for confirmation a licence can be granted under the lease the PC hold with SCC.
- e) items for budget - none
- f) replacement of stolen signs from play area - MW to ask inspection company about the necessity of having signs

RFO Report

The Parish Council's budget position is in order.

Accounting Statement and Return has been agreed by Littlejohn but yet to be returned.

Nat West card and on line reader sent when not requested, copies sent to FWG, agreed to take back to branch in person.

Payments approved.

Spreadsheets updated. Bank reconciliation sheets to be approved by Council. Checked & counter signed by Cllr Louise Carman.

Minuted and approved.

1697/1920 Our Water/SCC

Miles Orlop from SCC gave a presentation on water courses, what the PC can do to map these and make sure they are kept clear, and for the SCC to evaluate land where flooding may occur. Cllr Keith Armes agreed to lead on this project, Cllr Mike Watling to assist.

1698/1920 Code of Conduct

Updated Code of Conduct document approved and adopted by full Council.

1699/1920 Memorial Plaques

Agreed naming of the main hall in the village hall, in honour of Peter Jones, will take place at the PC AGM in May 2020. Clerk to book the village hall, 6.30pm start. Refreshments to be served.

1700/1920 Lease Renewal & Access

Cllr Laura Butters has meet with all organisations involved, access agreement will be fixed by a gentleman's agreement, Birketts have all information. LB to meet with Bowls club & village hall representative again.

1701/1920 Suffolk Highways

- a) SCC meeting - Cllrs TC, MW & KA met with Highways dept including Mary Evans, Cabinet Member for Highways, Transport & Rural Affairs, & Deputy Leader of the Council. ME was very interested in Copdock & Washbrook problems, agreed to look at the classification of the dual carriageway (Old London Road), currently a 'C' road, also speeding issues. A further meeting has been arranged.
- b) SCC Community Self Help Scheme - Cllr Dave Marsh advised he has registered with the scheme.

1702/1920 Fixed Asset Register

Cllr Louise Carman and Clerk updating.

1703/1920 Risk Assessment

To be updated for footpaths

1704/1920 Neighbourhood Plan

Cllr LB advised the Neighbourhood Plan should be finalised by June 2020. Asked for the NP to be included on the January 2020 agenda so the PC can sign off.

1705/1920 Matters to be brought to the attention of the Council:

Cllr DM - the unofficially closed off footpath going through 1 Elm Cottage issue has been taken up again, the property is being sold so good opportunity. DM in contact with Rights of Way officer, SCC, footpath will either be enforced or maybe, if local farmer will give permission, a permissive path on another route.

Resident Tina Sutters - Isobel Strickland legacy suggesting 4 routes, to coincide with the SCC cutting routes. Map & routes to be confirmed.

TS - suggested Sat 9 Nov for litter pick. DM to confirm date with SCC to coordinate traffic management.

Cllr Louise Carman - reported vehicles on the Old London Rd travelling north are using the lay-by at Elm Lane junction as a slip road to go down Elm Lane instead of going right to the junction and turn left. LC has nearly had several collisions with cars travelling at speed when exiting her driveway. Likely due to road works on Old London Rd.

Items for next agenda:

Lease Renewal & Access

Risk Assessment Register

Request from C&W PCC churchyard grant - subject to form being received

Meeting closed at 21.40hrs.