

Stoke Ash & Thwaite Parish Council
Minutes of the video meeting held Thursday 15 October 2020 at 7.30pm

Present: Cllrs P Morris, Mrs C Maisey, D Maisey, M Fleming, R Kember, Mrs V Lane, G Leggett, T Pulham and G Tancred. County Cllr A Stringer and District Cllr D Burn

1. **Apologies for absence** – Cllr Kember joined the meeting late due to a knee injury.
2. **Declarations of interest relating to items on the agenda** – none.
3. **To receive the following reports:**
Police – report available online at <http://suffolk.police.uk>. No questions were raised.--
County Councillor – Cllr Stringer presented his written report (copy attached to the Minutes).
 Queries raised included funding for the four new grit bins and the delivery of the high viz vests for pedestrians. Cllr Stringer confirmed he would chase both these items with County officers.
District Councillor – Cllr Burn presented his report – copy attached below.
 Queries raised included an updated on Cllr Burn’s investigations into the process for The Orchard, Stoke Ash planning appeal. Parish Councillors had made the request due to the absence of the designated Appeal Inspector at the site meeting. Cllr Burn was continuing his investigations.
MEETING OPEN TO THE PUBLIC – no comments.
4. **To consider for approval Minutes of the meeting held 17 September 2020.**
 Cllr Leggett proposed adoption of the Minutes, seconded Cllr Mrs Lane and agreed.
5. **Matters arising from the Minutes for report**

May 2019	PC vacancy	Report in parish magazine. - LC
17.5.18	Damaged road signs A140	MF&TP to provide list to LC to report via Suffolk CC report tool.
23.11.17	Red telephone kiosk – move to VH Green	Move deferred pending lifting lockdown. GT offered to carry out winter clean
17.5.18	Storage of PC documents at Ipswich Record Office	Deferred pending record office move
18.1.18	Wash Lane maintenance: Bridge – consider returning boundary to its original condition, ie piping and fill in ditch Remove tree stumps Winter Maintenance/strim	PM PM
17.5.18	Thwaite Comm Projects St George’s Hall St George’s Bring &Buy Sale Review allotment boundaries/pathways A future joint Community Hall	Parishioners’ questionnaire on future of Hall – TP/GL deferred due to lockdown. Collection of items for a Bring & Buy sale after lockdown. RK Allotment Working Group Obtain Stoke Ash VH committee view. MF. Deferred.
17.5.18	Speeding – The Street – high viz 30mph vests	AS to deliver to Post Office. Vests available for both villages.
20.9.18	Grit Bin funding application Fill new bins Plus existing 4 new larger bins delivered	Application made to County Cllr Locality Budget – awaiting outcome. LC LC New bins had been installed and application had been made for four relocated bins at the following sites: Chapel Lane, Stoke Ash; highway verge opposite VH Stoke Ash; highway verge opposite Post Office, The Street, Stoke Ash; Wickham Road next OSR.
May 2018	Bus Stop A140 opposite Walnut Tree PH –	Notice Board for timetable – TP to obtain and install up to cost of £100
15/11/18	PIIP’s – identify items of Community expenditure from Cil	Village Sign – GT /TP progressing Additional items would be considered following

	Parishioners views on joint village hall or retain separate halls	Christmas Tree Wish List 2020 Deferred until pending survey
30.5.19	Monitor road edge – The Street, SA	All councillors
18.7.19	Play equipment/play surface grant funding Additional tyres Bark chippings ROSPA inspection	Pursue grant funding with MSDC – Finance Group TP/PM MF Awaiting report due Sept /Oct 2020
18.7.19	Suffolk CC Our Water Project	Working Group to meet Mr Locksmith, Suffolk CC to progress– TP, GT, PM, DM, CM GL. Deferred due to lockdown.
21.11.19	Neighbourhood Watch – Purchase window stickers and publicity in both villages Parish Mag report Method of communication with Members	Deferred pending interest shown Cllr Kember to write report on the scheme for parish magazine inviting parishioners to join Being investigated
16.1.20	The Orchard Planning Appeal	Substitute Planning Inspector at site meeting – await District Cllr report
16.1.20	Lunch Club Funding	Possible funding from MSDC – District Cllr Burn - GL
18.6.20	Local Government Transparency Code – ensure PC compliant	Current year policy documents to be added when adopted.
18.6.20	Review Emergency Plan	MF, GL, TP & RK – deferred due to covid
16.7.20	CPR training	Complete. MF & JF trained.
20.8.20	NPPF draft Housing land supply consultation	Councillors to submit comments direct to MSDC
20.8.20	Changes to current planning system/planning for the future/transparency and competition – evidence on data on land control	Comments to clerk
20.8.20	Stoke Ash Parish Notice Board repair	Replacement Perspex required - PM
17.9.20	Consider Zoom subscription	All members Agenda item
17.9.20	Parish Magazine report commending community helpers following residential fire	Chairman to draft piece for parish magazine
17.9.20	PC computer equipment – sealed bid notice in parish magazine	Agenda item
17.9.20	PC insurance – query legal fee cover and OSR rebuild	Cllr Pulham queried whether cover was for rebuilding in old or new materials.

6. **To consider planning applications for recommendation to MSDC – none received.**

7. Planning Decisions received from MSDC

1. DC/19/04429: Land north of Willow Hall, Norwich Road, Thwaite – appeal against refusal for Outline Planning Permission for erection of one dwelling and access to A140.
Appeal Dismissed.

2. DC/20/00324: Land at Norwich Road, Wetheringsett part in parish of Stoke Ash & Thwaite – erection of nine dwellings with associated private amenities and parking. **Planning Permission Granted.**

The possibility of a Cil allocation from the development was raised. Cllr Stringer estimated there would probably be three dwellings in Stoke Ash/Thwaite which would amount to a Cil payment of approximately £5,000

8. Planning correspondence

Thorndon Neighbourhood Plan – publication of independent Examiners Report

The Chairman encouraged members to view the report available at www.midsuffolk.gov.uk/ThorndonNP

9. Proposed Affordable Housing Scheme – no further changes to report

10. Neighbourhood Watch Scheme report

Cllr Mrs Lane reported the signs had arrived and would be put up at the agreed sites towards the end of November. This would coincide with the report on the scheme being published in the next parish newsletter. Cllr Kember was preparing the report to launch the scheme and inform residents of both parishes.

Methods of alerting members in the scheme when there was an incident or suspicious vehicle/person to report had been discussed and advice sought from the Suffolk Neighbourhood Watch Scheme (SNWS). It was understood SNWS used social media for alerting members, ie Whatsapp, Nextdoor, Facebook. These methods of communication had been discounted earlier as they rely on people having internet access, iphones etc. The group had therefore decided the best method of communication would be to cascade information to members via telephone calls (landline or mobiles), text messages and emails. The village website would also have a dedicated Neighbourhood Watch page. The scheme would rely on members and the working group keeping in regular contact.

An application for funding the signs (£109) had been made to County Cllr Stringer from his locality budget. Purchase of window stickers had been deferred pending interest shown from parishioners.

11. MSDC Cil Award report:

1. Stoke Ash Village Sign progress report – awaiting date for installation of brick plinth.
2. Additional play equipment – Stoke Ash VH green. Deferred.
3. Additional community funded items – The Parish Council had been invited to take part in the Christmas Tree Festival again this year. Including a wish list on the tree provided an opportunity for parishioners to communicate suggestions. Cllr Mrs Lane would inform the Church Warden the PC would take part. Additional community funded items for consideration deferred to January 2021.

12. Thwaite Community Projects Group

1. Report on review of allotment land – Cllr Mrs Maisey reported there had been one expression of interest in an allotment plot following the recent notice in the parish magazine. An invitation to renew the plots would be sent to the current allotment holders.

There was a need to define the area of allotment land showing the individual plots with pathways and to define the separate amenity area. Cllrs Leggett and Pulham to draw up a plan defining the plots with measurements.

If Cil monies became available from the housing in Brockford (part Thwaite) it was suggested this could be considered for investment in the Old School Room, ie connect hot water and kitchenette, subject to any decision regarding the future of St George's Hall.

13. Lunch Club – cancelled pending further Government guidelines.

14. Stoke Ash Play and Exercise Equipment report

1. ROSPA inspection – the annual inspection had not yet taken place.
2. Installation of additional tyres – it was agreed this would be deferred until next Spring.
3. Additional play equipment with PC contribution – deferred until the Village Hall Committee were able to comment and make any recommendations.

15. Wash Lane report

1. Access – following the report at the last meeting that the boundary had originally been piped and ditch filled, Cllr Morris stated he would look into proposals for returning the boundary to its original condition.
2. Winter maintenance – Cllr Morris stated he would strim the lane over the winter and look at removing the tree stumps. Cllr Fleming to collect and burn the dead wood.

16. Former telephone kiosk, The Street, Stoke Ash – move deferred until the spring due to restrictions. In the meantime, due to its untidy condition, Cllr Tancred offered to give the kiosk a winter clean.

17. Finance

To consider s.137 donation requests

A letter requesting financial support had been received from Headway Suffolk. The letter had set out in some detail the work of the charity specializing in rehabilitation, therapy and support services throughout Suffolk for anyone suffering head injuries. The Chairman proposed a donation of £75, two in favour, seven opposed. The request was therefore declined.

Royal British Legion – Parish Council Poppy Wreath – this would be in the region of £40. To be included for payment at the November meeting.

2. Accounts for Payment

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/Decld	Ch no.
15/10/20	Informatio Comm	Annual QDPR fee	40.00	64.00	40.00	Agreed	100475
15/10/20	CAS	Annual Website Hosting fee	50.00	10.00	60.00	Agreed	100476
15/10/20	E.on	OSR electricity Aug- Oct 2020	18.28	-	18.28	Agreed	100268

Cllr D Maisey proposed payment of the above accounts, seconded Cllr Mrs Maisey and agreed.

3. Finance Working Group report

1. Disposal of Parish Council laptop & printer/copier/scanner.

Three sealed bids had been received. The sealed envelopes were opened by Cllr Tancred at the meeting. Bids as follows: £162.00, £165.00 (laptop only) and £306 for all equipment.

The highest bid was accepted. Cllr Tancred would inform all applicants of the outcome.

2. Zoom subscription

Due to the pandemic Local Councils had been advised that virtual meetings would be necessary for the foreseeable future. Current meetings were being hosted by Cllr Leggett via his own zoom subscription. It was agreed it was necessary for the parish council to take out its own subscription, this would be £11.80 per month, annual subscription £140. Clerk to make subscription as from the November meeting. The meeting recorded thanks to Cllr Leggett for hosting the meetings to date.

3. Expenditure against income

A statement of expenditure against income to 30.9.20 had been circulated prior to the meeting. This showed that expenditure was within budget to date with the exception of the clerk's salary and expenses due to the introduction of monthly meetings with effect from June this year.

4. Income:

9.4.20 – MSDC – first half year precept	3253.50
8.6.20 – Barclays interest	3.10
8.7.20 – HMRC – vat refund 2019-20	88.00
7.9.20 – Barclays interest	1.79
17.9.20 – MSDC second half precept	3253.50

18. **To review for adoption the following policy documents:**

Financial Regulations 2020-21

Risk Management 2020-21

Both documents had been updated and circulated prior to the meeting. No queries were raised.

Cllr Pulham proposed adoption of both documents, seconded Cllr Mrs Maisey and agreed.

19. **Clerk's report/correspondence**

1. The Local Government Boundary Commission – consultation on draft recommendations for division of boundaries in Suffolk – consultation closes 23.11.20. It was suggested members make individual comments direct to the Boundary Commission by the deadline date.

2. North West Integrated Neighbourhood Team – invitation to a Zoom meeting to discuss projects and the current position on services in the NWINT. An opportunity to hear what is happening in the integrated health and care services system including health provision at Hartismere Hospital.

3. Quiet Lanes, Suffolk – Suffolk CC had invested £235,000 grant funding into the Quiet Lanes scheme which designated quiet lanes offering a safer environment for non-motorised travellers as well as protecting the rural environment – not intended to be used as traffic calming measures. The general criteria for a Quiet Lane was that it was single track with passing places, no line markings and carried less than 1,000 vehicle trips per day (in either direction) with average speeds of less than 35mph, ideally below 30mph. To qualify for the grant the parish council must have a 'champion' to lead and co-ordinate volunteers. Full details available at www.QuietLanesSuffolk.co.uk. To take part in the scheme registration was required by 30.11.20.

Councillors expressed some interest in registering with the scheme and mentioned two areas that would possibly meet the criteria, Deadman's Lane and The Street, Stoke Ash. Cllr Tancred offered to register the

council and become the champion. Councillors were asked to forward any other suggestions for a designated lane to Cllr Tancred.

4. Community Help during Lockdown – Cllrs Fleming and Leggett were registered as the Stoke Ash & Thwaite community contact helpers with MSDC. Contact details would be included in the parish magazine. Help was still available if required by any parishioner.

20. **Chairman's Urgent Business** – none.

21. **Any other business for information exchange/agenda requests**

Stoke Ash Memorial – Cllrs Mrs Lane and Tancred would be discussing a memorial clean with the Church Warden before the Remembrance Service on November 8th.

Fire damaged property – Stoke Ash. – re-thatch. It was understood there was an 18 month waiting list for a thatcher.

22. **Date of next video meeting – Thursday 19 November 2020 at 7.30pm**

Meeting closed 9.10pm

Signed:

Chairman

Date:

Summary of Action Points -

May 2019	PC vacancy	Reported in parish magazine - LC
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May 2018	Bus Stop A140 opposite Walnut Tree PH –	Notice Board for timetable – TP purchased at cost of £93.38
15/11/18	PIIP's – identify items of Community expenditure from Cil	Village Sign – GT /TP progressing Additional items to be considered pending

	Parishioners views on joint village hall or retain separate halls	parishioners suggestions via Christmas Tree Wish List. – deferred to January 2021 Deferred until pending survey
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17.9.20	Consider Zoom subscription	Register with Zoom at £11.80 pm
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17.9.20	PC computer equipment – sealed bid notice in parish magazine	Complete
17.9.20	PC insurance – query legal fee cover and OSR rebuild	Cllr Pulham queried whether cover was for rebuilding in old or new materials.
15.10.20	Stoke Ash Memorial clean	VL/GT
15.10.20	Quiet Lanes registration	GT

County Councillor report – October 2020

Children’s Centres cuts given go-ahead by Scrutiny Committee

Following the Cabinet’s decision in August to close 10 children’s centres, my group joined forces with the Labour group to challenge this decision. Our challenge focused on concerns over the lack of financial analysis and the lack of clarity over the new outreach model.

The challenge was discussed by the Scrutiny Committee on 11 September. Unfortunately, the majority of the Committee voted against our challenge and endorsed the Cabinet’s decision. This means that the planned changes to children’s centres in Suffolk will go ahead.

Suffolk County Council decides to oppose Sizewell C

The Cabinet at Suffolk County Council agreed on 22 September that they can no longer support EDF Energy’s proposals for Sizewell C in their current form. However, the Cabinet maintained their support for the principle of a new nuclear power station in Suffolk.

The Cabinet’s key concerns were regarding transport impacts, site design and the environmental impact on the Suffolk coast. The Cabinet also believe that the current proposals do not sufficiently avoid, minimise, mitigate or compensate impacts of the proposed development.

These concerns will be submitted as Relevant Representations to the Planning Inspectorate.

Financial impact of Covid-19 on Suffolk County Council budget

Suffolk County Council has published their Quarter 1 Budget Monitoring Report. This focuses heavily on the impact of Covid-19 on the council’s finances.

The council is currently forecasting a net overspend of just £0.4m (0.1%) for the 2020-21 budget. The headline figures are:

- Additional expenditure from core budget - £41.2m ○ £43.9m—additional expenditure and lost income due to Covid-19 ○ Offset by underspend of £2.7m from non-Covid business as usual activity

- Additional funding - £40.8m ○ £39.1m – non-ringfenced Covid-19 grants from the Government ○ £1.7m – additional funding from business rates

Boundary review restarts with consultation on draft recommendations

Following a delay due to Covid-19, the Boundary Commission has restarted the boundary review for Suffolk with a consultation on their draft recommendations, which include a reduction to 70 councillors. Any boundary changes will not be implemented until the 2025 elections.

The draft recommendations and boundary changes are available to view on the Boundary Commission’s website:

<https://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-county-council>

The consultation on these recommendations will run from 15 September – 23 November and can be found here:

<https://consultation.lgbce.org.uk/have-your-say/18495>

District Cllr David Burn – October 2020 report

1. A new, Suffolk-wide telephone helpline was set up on 1st October to help access information or support relating to debt, benefits, housing or employment. The phonenumber, **0800 068 3131**, is open from 9am to 5pm Monday to Friday.
2. Every year, a local planning authority must assess its 'Five-Year Housing Land Supply', which is a measure of whether it has sufficient available sites on which to build the annual housing requirement for the next five years. Failure to reach this 5-year figure means that it becomes difficult to resist planning applications on land where they would normally be refused. In 2017/18, after a period of failing to achieve the 5-year figure, Mid Suffolk's had reached 6.5 years. By 2018/19 it had fallen to 5.6 years (mainly because the annual housing requirement figure, set by government, had increased). The latest 2019/20 figure was announced on 8 October and it has now reached a very healthy 7.6 years.
3. The new *Joint Local Plan* ('joint' because it will guide planning in both Mid Suffolk and Babergh district councils) is nearing its final stages. Both councils will discuss the draft submission version at separate council meetings early next month and will decide whether it should progress to its next consultation, after which it will be submitted for examination. This is expected to be in the early months of next year, after which we will have no control over when it is returned to us for adoption but it is prudent to think in terms of 'about a year'.

Although I have said in 1. Above that would-be applicants should e-mail me for an application form, I have attached one here for your information and to circulate to your members if you wish to do so. I have no objection to you or any of your councillors sending a copy of the form to prospective applicants provided you tell the applicant to return the form to me, not to the person indicated on page 5. This is because I must complete page 3 before the form is submitted. When I've finished with it I will make sure it gets to the right officer.

A new telephone helpline started up on 1 October 2020 to help people across Suffolk access information or support relating to debt, benefits, housing or employment.

Since March this year it is estimated that the number of people claiming Universal Credit in Suffolk has increased by 75% (approx. 24,000); and there has been a 238% increase in the amount of food handed out to single adults and families from Suffolk's foodbanks. There are also 104,000 people still furloughed from their jobs.

Citizens Advice Suffolk Alliance, which includes the eight Citizens Advice Bureaus across Suffolk, and Anglia Care Trust and Ipswich Housing Action Group will deliver advice and support to people through a single phonenumber.

The number to call is 0800 068 3131

Call handlers will use resources and information from across many Suffolk organisations and specialist providers, which can be tailored to individual needs.