

STOKE ASH & THWAITE PARISH COUNCIL

Minutes of the Annual Parish Council meeting held Thursday 15 May 2025, 7.30pm at Stoke Ash Village Hall.

Present: Cllrs G Leggett (Vice Chair), R Kember, Mrs V Lane, Mrs C Maisey, R Maisey, J Rosling, G Tancred, Mrs J Wright and G Wright.

1. **Election of Chairman** – Mrs C Maisey proposed Cllr T Pulham was re-elected Chair, seconded R Maisey – unanimously agreed.
2. **Apologies and Consent to Absence** – Apologies had been received from Cllr Pulham. Councillors accepted the apology and unanimously consented to absence.
3. **To receive declarations of interest relating to items on the agenda**
Cllr R Kember – item 14.
4. **Election of Vice Chairman** – Cllr Wright proposed the re-election of Cllr Leggett as Vice Chair, seconded Cllr Mrs Lane – unanimously agreed. Cllr Leggett accepted the Vice Chair role and thanked the Council for its support.
5. **PUBLIC FORUM:** to receive the following reports:
Police – report available online at <http://suffolk.police.uk> – no queries were raised.
County Councillor – no report available
District Councillor – no report available
Parishioners and Public (meeting open for 10 minutes)
Cllr Tancred reported an issue raised by a parishioner concerning the non-availability of Fibre to the Property at the southern end of Stoke Ash, this was resulting in a slower and unreliable service. It was suggested and agreed that County Cllr Stringer was asked to investigate this he having been involved in the installation of fibre to the village. The parishioner would be informed.
6. **To consider Health and Safety items for report** – see item 14 of the agenda.
7. **To consider for approval Minutes of the meeting held 20 March 2025**
Cllr Kember proposed acceptance of the Minutes, seconded Cllr Tancred – unanimously agreed.
8. **Matters arising from the Minutes for report only**

17.5.18	Storage of PC documents at Ipswich Record Office	TP liaising with Record Office.
18.5.23 18.5.23 21/11/24	Thwaite Comm Projects Allotment plots Prune Fruit Tree on allotment land/coppice hedge St George’s Hall – solicitor investigating covenants OSR – Improvement Project Grant funding for fruit trees on allotment land	See Agenda item below TP preparing plots TP/GL Agenda item Pending St George’s future. TP
18.6.20	Review Emergency Plan	Working Group progressing with MSDC assistance. Stoke Ash Baptist Church available as a rest centre.
16/11/23	Stoke Ash: 1. Deadman’s lane – provide double-sided High-Water Sign at the ford to give warning from both directions. 2. Clear pipes under road at the Ford and Bridge 3. Ditches Wetheringsett side of Deadman’s Lane ford	Suffolk Highways confirmed double sided sign had been ordered. Pending Pending s.19 letters to landowner/s As above
16/11/23	Thwaite: 1. River Dove clearance from Deadman’s Lane bridge to Thwaite 2. Resolve flooding at A140/Wickham Road junction during rainfall	TP/AS Reported to Suffolk CC via website. TP offerd to undertake ditch clearance Wickham Road subject to a meeting with Highway officer.

18/7/24	Replace 6-8 reflective bollards Church Lane/Wickham Road junction	If dredging work a success Willow tree to be left in situ. RK/AS
21/3/24	Thwaite Allotments – investigate whether covered by Allotment Act	Cllr Weller
18/7/24	Trees – Church Lane, Thwaite – concern raised by parishioner re. height and stability of trees near residential properties	Pending report from GL following meeting with Rishangles tree surgeon. Work up to £1000 approved if required. Complete following pruning.
16/1/25	St George’s Hall	GL – agenda item
16/1/25	Proposed housing - Land south Walnut Tree PH	Referred back to landowner. Complete.
20/3/25	Draft dog fouling letter	RK/GL to draft for parish magazine
20/3/25	Roman Way/Huggins Lane white lines	TW/AS

9. **Parish Website** – to consider and agree website editor arrangements

Cllr Tancred stated he would like someone else to take over as editor of the parish website. To keep it up to date and to raise the website profile the editor would need to be someone living in either of the two parishes. Cllr Rosling stated he may be interested in taking over the role. He would look at what would be involved in updating the current website and ongoing improvements and report at the next meeting.

10. **To confirm Parish Council working groups and representatives:**

Planning – all councillors

Finance Working Group – Cllrs G Leggett, Mrs C Maisey, T Pulham and J Rosling.

Thwaite Community Projects Group – Cllrs G Leggett, Mrs C Maisey, R Maisey, T Pulham and R Kember.

Footpaths – Cllr T Pulham and G Tancred.

Trees – Cllr T Pulham.

Website – deferred.

Emergency Planning – Cllrs G Leggett, T Pulham, Cllr R Kember and G Tancred.

Parish Plan – Cllr G Leggett

Lunch Club – Cllrs G Leggett and Mrs C Maisey

Parish Infrastructure Investment Plan (PIIP’s) – All Councillors.

Neighbourhood Watch - Cllr R Kember

To confirm RFO and Internal Auditor – Clerk and SALC

Cllr R Maisey proposed adoption of the above on block, seconded Cllr Kember – proposal unanimously agreed.

11. **To consider Planning Application/s for recommendation to MSDC** – none received

12. **Planning Decisions received from MSDC**

- DC/25/00652: Barn at Hill Farm, Grasshopper Lane, Stoke Ash - Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development)(England) Order 2015 as amended Schedule 2, Part 3, Class Q - Change of Use of barn to form 2No residential dwellings.

Decision: 1) That prior approval to the development is required

2) Prior approval has been GIVEN subject to conditions

- DC/24/05278: Great Hallows, Church Lane, Stoke Ash - Demolition of outbuilding. Erection of single and two storey extensions comprising entrance link to dovecote outbuilding and garden room replacement for demolished store area. Two storey extension to provide secondary stair access and WC. **Planning Permission Granted.**

13. **Planning correspondence**

- Suffolk CC - White Elm Solar Farm** – Non-statutory consultation – 9th May to 30th June 2025
Open days inviting parishioners/parish councillors to attend to view the proposals were being held at Mendlesham on 31 May 2025 and Bacton 4 June 2025. Cllr Rosling confirmed he would attend one of the

open days, it was understood Cllr Pulham would also attend. Attendance by other councillors was suggested if possible. This would assist with constructive suggestions to the consultation.

2. MSDC – Government Housing Targets for Mid Suffolk.

Report on MSDC town and parish briefings to discuss the impact of the Government’s new housing requirements in the Mid Suffolk district. Over the next 20 year period these showed 40 new dwellings for Stoke Ash and 20 for Thwaite.

14. Dog Fouling – Thwaite

Councillors considered an email from a Thwaite resident concerning dog fouling on the permissive footpath at the rear of their property. It was reported dog fouling was also an issue in Stoke Ash. It was agreed that in order to raise the concern with dog owners a notice should be included in the next Parish Magazine reminding dog owners to pick up after their dogs and make use of the dog bins purchased with parish funds and the cost of emptying them by MSDC. Cllrs Leggett and Kember to prepare a draft for councillors approval.

15. Report on consultation comments to MSDC Licensing re. Brockford Garage

Comments from the Parish Council objecting to the proposed changes had been sent to the Licensing Dept at MSDC. It was reported the MSDC had stated the response did not meet the criteria for comments.

16. Neighbourhood Watch report – there were no items to report.

17. Thwaite Community Projects Group

1. Allotment Lettings – deferred.
2. Pruning fruit tree and coppice hedging on allotment land – deferred.
3. Report on grant application to fund planting fruit trees on community/allotment land – deferred.
4. St George’s Hall – report on English Heritage and Diocesan advice on sale of the property
Cllr Leggett reported the Diocesan Board had handed the deeds and documents to the Diocesan solicitor to investigate any restrictions or covenants on the property.

18. Finance

1. To consider s.137 donation requests – none.
2. Accounts for Payment/receipts received

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/De cld	Ch no.
15/5/25	Matthew Allen Forestry	Tree Survey & works – Church Lane, Thwaite trees	£750.00	£150.00	£900.00	Agreed	100592
15/5/25	SALC	Annual subscription 25-26	£218.89	-	£218.89	Agreed	100593
15/5/25	Clerk	sal expen Mar – May 25	£695.60	-	£695.60	Agreed	100594
15/5/25	Stoke Ash VH	Parish Council Hire charges 25-26	£136.00	-	£136.00	Agreed	100595
24/4/25	E.On	OSR electricity 1/3/25-3/4/25	£19.98	-	£19.98	Agreed	100326
15/5/25	E.On	OSR electricity 4/4/25-30/4/25	20.24	-	£20.24	Agreed	100327

Cllr Rosling proposed payment of the above accounts, seconded Cllr Mrs Maisey – unanimously agreed.

3. Finance Report

1. To consider for approval Stoke Ash & Thwaite Parish Council year end accounts 31.3.25

The year end summary accounts had been circulated prior to the meeting. Cllr Rowling suggested the £649.49 Wash Lane reserve was transferred to the Council’s general reserve, the Parish Council having previously agreed it would no longer be responsible for the lane. No further queries were raised.

Subject to the above transfer of £649.49 to general reserve Cllr Wright proposed adoption of the year end accounts 2024-25, seconded Cllr Tancred – proposal unanimously carried.

4. To consider for approval Annual Governance and Accountability Return (AGAR) documents 2024/25

The AGAR documents: Certificate of Exemption, Sections 1 and 2 had been circulated prior to the meeting. Councillors agreed ‘Yes’ to questions 1 – 9 in Section 1. Cllr Tancred proposed adoption of all three AGAR documents, seconded Cllr Kember – proposal unanimously carried.

19. Clerk’s report/correspondence – no further items to report nor raised by councillors

20. Chair’s report

The Vice Chair, Cllr Leggett, reported a joint village mid-summer solstice event was to be held in Stoke Ash on

21 June 2025. This would be an opportunity to bring both communities and parishioners together. The event would provide food, drink, entertainment and dancing between 6pm – 12 midnight. A temporary Entertainments Licence would be required, drinks would be sold at cost price. Volunteers would be organizing the event. Health and Safety and Risk Assessments would be carried out. A flyer with details of the event would be delivered to every household in both villages. It was hoped the Parish Council would help fund the event and an application for up to £1,000 would be made to the Council. The Chair and Vice Chair had fully voiced their support of the funding. This would be included on the next agenda for ratification.

21. Any other business for information exchange/agenda requests

Ex-telephone Kiosk, Stoke Ash – Cllr Leggett reported a Stoke Ash parishioner was keen to convert the telephone kiosk into a book exchange. The kiosk had been cleaned and Cllr Wright had offered to make and install book shelves. Due to damp/moisture and no lighting during the winter months, books would be available during the summer months only.

Councillors welcomed the news, this would make good use of the telephone box.

St George’s Hall – Cllr Kember stated by way of thanks for the volunteer works at the hall, copies of a sketched print of the Hall by local artist, Roderick Flint, had been obtained for each volunteer/councillor. Councillors commended the sketch and recorded thanks to Cllr Kember for the copies provided.

Agenda – Cllr Leggett requested that a draft agenda was sent out to all councillors prior to its statutory issue date. Councillors should continue to email any agenda requests to the clerk prior to a meeting.

22. Date of next Parish Council meeting: Thursday 17 July 2025, 7.30pm at Stoke Ash Village Hall

Meeting closed 9.30pm

Signed:

Chairman

Date:

Summary of Action points

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20/3/25	Roman Way/Huggins Lane white lines	TW/AS
15/5/25	Fibre to Property – Stoke Ash	Refer to AS
15/5/25	White Elm Solar Farm Open Day	JR