

STOKE ASH & THWAITE PARISH COUNCIL

Minutes of the meeting held on Thursday 16 September 2021, 7.30pm at the Village Hall, Stoke Ash.

Present: Cllrs J Morris, M Fleming, Mrs V Lane, G Leggett, Mrs C Maisey, R Maisey, T Pulham and G Tancred.
County Cllr A Stringer, District Cllr D Burn and 5 members of the public

A G E N D A

1. **Apologies for absence** were received Cllr R Kember
2. **To receive declarations of interest relating to items on the agenda** - none.
3. **PUBLIC FORUM:** to receive the following reports:

Police – report available online at <http://suffolk.police.uk>. No queries were raised.

County Councillor – Cllr Stringer presented his written report – copy attached to the Minutes below. Additional items raised included the new HGV signs for Deadman’s Lane – Cllr Stringer stated these were progressing. Cllr Fleming raised the matter of the cancelled bus service from the village to Otley for students attending the college. Cllr Stringer stated it was the College’s responsibility to provide transport, nearly a quarter of student transport had been cut in Mid Suffolk. Cllr Stringer urged parents to contact the College to ask them to revisit the lack of transport provision.

District Councillor – Cllr Burn presented his written report – copy attached to the Minutes below. The Chairman thanked Cllrs Burn and Stringer for their reports.

Parishioners and Public – 7.50pm

Hill Farm, Grasshopper Lane Planning Application for change of use of agricultural building to use for an Assembly and Wedding Venue

Members of the public in attendance raised concerns over the Architect’s Rebuttal to comments submitted objecting to the application. The document had been submitted to MSDC Planning after the cut off date for receipt of comments, parishioners were anxious to know how the document would be dealt with and whether the Parish Council was planning to take further action.

Further issues raised by parishioners included the car restoration business operating from the site, the incorrect footpath drawings and concerns that County Highway’s comments only dealt with vehicular access to the site.

Cllr Stringer stated Highway’s comments were based on a desktop exercise and the parameters for highway objections had changed – severe harm would need to be demonstrated and proof of loss of life. The application could however be classified as controversial.

The Chairman enquired of District Cllr Burn whether documents submitted after the cut off date were still admissible. Cllr Burn stated that until a decision was made the case officer was obliged to take account of any further comments whether from the applicant or parishioners but it was too late to take the decision to committee.

The Chairman stated he understood the application would be determined in October and urged Cllr Burn to ensure parishioners and the parish council further comments were taken to the Planning Officer and if possible request the application went to committee.

In answer to parishioners’ concerns, the Chairman stated he was intending to raise the Rebuttal document under Chairman’s Report (item 25) to suggest the Parish Council submitted its own response to that document which appeared also to be based on a desktop exercise.

The Chairman thanked the District and County Councillors for their comments and parishioners for their attendance and concerns raised.

Meeting closed to the public 8.30pm.

The Chairman proposed and agreed by all members that agenda item 25 was brought forward.

25. **Chairman’s Report**

Hill Farm, Grasshopper Lane – application for change of use of agricultural building for use as an Assembly and Wedding Venue

The Chairman reported on the Architect’s Rebuttal document now forming part of the application papers on the MSDC Planning website. Members agreed the Parish Council should prepare a response to the document.

Cllr Pulham proposed, if necessary, some items on the agenda should be deferred to enable the response to be dealt with, seconded Cllr Leggett and agreed.

Members discussed the content of the rebuttal document, in relation to the car restoration business operating from the site there appeared to be no Fire Licence nor an engineers report on the condition of the building.

It was agreed a small group of four councillors (VL, GL, TP and GT) would meet to prepare a response

for approval by all members.

Regarding the Parish Council comments submitted to MSDC following the meeting on 18 August 2021, Cllr Pulham proposed that these were published in the Parish Magazine for the information of parishioners, seconded Cllr R Maisey and agreed. Cllr Leggett agreed to arrange and stated there might be a small nominal charge, approx. £25, due to the additional pages required. Cllr Tancred proposed payment of a nominal sum if required, seconded Cllr Mrs Maisey and unanimously agreed.

4. To consider for approval Minutes of the Parish Council meeting held 19 August 2021

Cllr Pulham proposed adoption of the Minutes, seconded Cllr Leggett and agreed.

5. Matters arising from the Minutes for report

May 2019	Stoke Ash PC vacancy	Vacancy continued to be reported in parish magazine.
17.5.18	Damaged road signs A140	Reported via Suffolk CC Highways website reporting tool. Action pending.
17.5.18	Storage of PC documents at Ipswich Record Office	Cllr Pulham stated he was in contact with the Record Office regarding storage of PC documents.
17.5.18	Thwaite Comm Projects St George's Hall St George's Bring & Buy Sale Mark allotment boundaries and pathways A future joint Community Hall St George's Hall woodwork and quinennial report	Parishioners' questionnaire on future of Hall TP/GL Deferred due to lockdown - RK Working Group Obtain Stoke Ash VH committee view. MF. Awaiting report
18.3.21	Use of allotments – agreement not to cultivate.	TP to check arrangement with previous chairman.
18.3.21	Review Tenancy Agreements/Rent	Working Group progressing
19.8.21	Advertise additional allotments	GL
19.8.21	Rotavate additional allotments	Complete
15/7/21	Grit Bins: Replace small bin at A140 junction opposite primary school with larger bin from opposite PO. Small bin moved to PO. Replace grit in bins at : A140/Church Lane, opposite Stoke Hall and at Huggins Lane/Roman Way	TP/GL progressing Refill requested
15/11/18	PIIP's – identify items of community expenditure from Cil award. Stock fencing at rear boundary of SA Playing Field. Parishioners views on joint village hall or retain separate halls Three new waste bins at village hall Ditch clearance quotation– Church Lane, Thwaite Hardstanding at OSR	Complete Deferred pending survey Village Hall Committee arranging. Complete. TP obtaining quotation TP/GL to obtain quotation
19/8/21	Stoke Ash Village Sign Seat	Agenda item
30.5.19	Monitor road edge – The Street, SA	All councillors. Monitoring extended to both parishes.
18.7.19	Play equipment/play surface grant funding Tyre removal Bark chippings – replace with grass Remove molehills	Pursue grant funding with MSDC – Finance Group PM MF PM
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.

16.1.20	Lunch Club Funding	GL pursuing from MSDC
18.6.20	Review Emergency Plan	MF, GL, TP & RK
17.12.20	Roman Way – parking on public grassed areas. 2 options put forward – barriers or parking spaces. Layby – The Street. Suffolk CC two options – double yellow lines at pinch point or solid white line at road edge	PC suggested Grassguards on verges. Awaiting MSDC reply. Parish Council preferred white line option
17.6.21	Overgrown footpaths 14, 16 & 17	All footpaths other than that at the rear of the VH field were now clear. TP reported the footpath would be reinstated by the landowner.
15/7/21	St George’s Hall – check insurance cover for stained glass windows	Zurich confirmed cover included damage to the stained glass windows. Details/date of damage required to make claim.
19/8/21	CPR training and Thwaite Defibrillator	Agenda September 2021 – RK to produce defibrillator report

6. To consider Planning Applications for recommendation to MSDC – none received

7. Planning Decisions received from MSDC

1. DC/21/03558: Lodge Farm, Wickham Road, Thwaite – change of use of land and siting static caravan for use as holiday let – **Planning Permission Granted**
2. DC/21/03762: Honey Pot Cottage, Wickham Road, Thwaite – erection of extension and external staircase to garage and alterations to garage roof. **Planning Permission Granted**
3. DC/21/04038: Cousins Barn, Clay Lane – erection of 1 single storey 2 bed roomed dwelling (following demolition of existing structure). **Planning Permission Refused**
4. DC/21/00788: The Walnut Tree, Norwich Road – erection of building for use as retail shop. **Planning Permission Granted**

8. Planning correspondence – none.

9. Proposed Affordable Housing Scheme – no report

10. To consider a Defibrillator for Thwaite parish and CPR community training – item deferred.

11. Neighbourhood Watch report – no report. Include item on next agenda.

12. MSDC Cil Award:

1. Stoke Ash Village Hall playing field: report on installation of East boundary fence. Cllr Leggett reported the fence had been installed and work was complete. The final invoice totalling £585.00 had been received for payment.
2. Additional Play Equipment – Stoke Ash Village Hall playing field. The type of equipment required was currently under consideration by the VH Management Committee.
3. Stoke Ash Village Hall playing field – report on three replacement waste bins. The VH Management Committee had taken over replacement of the waste bins.
4. To consider additional items of expenditure from Cil funding including:
Ditch clearance – Church Lane, Thwaite. Cllr Pulham would obtain a quotation for consideration.
Hardstanding next Old School Room, Thwaite – Cllr Leggett reported the French drain could go ahead without planning permission. The hardstanding could therefore go ahead. Cllrs Leggett and Pulham would obtain a quotation for consideration.
Stoke Ash Village Sign Seat – a complete circular seat as opposed to a semi-circle seat was the preferred option. Cllr Leggett had obtained the cost for a metal circular seat totaling £94.00. Cllr Pulham proposed approval of the cost, seconded Cllr Tancred and unanimously agreed.

13. Thwaite Community Projects Group

1. Report on allotment review:

(i) Map delineating plots and pathways – the allotment group were progressing the plan.
(ii) Rent Review and Tenancy Agreement – a revised draft Agreement had been prepared by Cllr R Maisey with assistance from the Ipswich Borough Council template. The Allotment Group would consider the draft for final approval.

(iii) Lettings - the Allotment Group to arrange for a notice advertising allotments for rent in the Parish Magazine.

2. Report on St George's Hall inspection and woodwork – Cllr Leggett reported the quinennial inspection would be carried out by the Diocesan Architect. A copy would be sent to Historic England and MSDC Conservation.
3. St George's Hall village questionnaire – no progress to report.
4. Old School Room E.on contract – E.on had been in contact with details of a revised contract rate with recommendation of conversion to a 48p daily rate. The revised rate was agreed. The clerk to inform E.on.

14. Lunch Club report

Cllr Leggett reported lunches were due to commence on Wednesday 23 September 2021. Some funding had been left over from the original grant, after that had been used there would be a charge of £5.00 per lunch. An application had been made to District Cllr Burn for locality funding.

15. Stoke Ash VH Play and Exercise Area report

The Chairman reported the tyre would be removed as agreed and the overhanging tree branches lifted.

16. Wash Lane report

The Chairman reported the new trees were beginning to establish. The lane had become a very pleasant walk.

17. Stoke Ash – Car Parking:

The Street – to consider response from County Highways dated 6.9.21 (report no. 324247)

County Highways had expressed some reservation with regard to the proposed white line to mark the road width. The line would indicate there was insufficient width for a vehicle to park at certain points along that section of road as a minimum width of 3.9m would need to be maintained leaving an area less than 1.8m, the average width of a car. This would push vehicles parking there onto the verge which could cause it to fall into the ditch, blocking it or worse. A white line would also only indicate the edge of the road and would not stop parking.

The only enforceable solution would be a waiting restriction placed at the narrowest part, this would be costly and would need consultation with residents, it could be done as part of a larger scheme if there were other areas requiring the same treatment to bring the price of an individual scheme down. Members took the view a white line could not be put in place unless the ditch was infilled and that was currently not an option.

Cllr Stringer stated anti-social parking was an offence. It was agreed the only solution appeared to be reporting any vehicles that were causing an obstruction to the police via the 101 number, taking the vehicle registration number. Following the concerns also raised by Galloway Buses, the company would be informed of the Parish Council decision.

Parking on Roman Way grass verges update – awaiting response from MSDC regarding provision of grass guards.

18. Parish Council Insurance – to consider report from the Parish Council insurers, Community Action Suffolk

Notification had recently been received from CAS that they were unable to renew the Parish Council's current cover with Royal Sun Alliance, the insurers having given notice that due to the current challenging time for the insurance world they were unable to renew the Parish Protect scheme for those councils with one year cover – cover for those councils with long term undertakings would be honoured. CAS had provided details of alternative companies and had suggested the Council contacted them for a quotation.

To date one quotation had been received the premium being in the region of £695.00 for similar cover. The clerk would strive to obtain two further quotes but cover would need to be effective from 1 October 2021. Cllr Pulham proposed the Council accepted a quotation from one of the companies suggested offering similar or same cover with a premium up to £800 for three years if available, seconded Cllr Mrs Maisey and unanimously agreed.

Quotations and cover details would be circulated to members when received for agreement via email, cover would need to be effective at the expiry of the current policy 30.9.21.

19. To consider a date and arrangements for pre-winter Litter Pick - deferred

20. Stoke Ash & Thwaite Xmas Event – to consider parish council contribution towards the event – deferred to next meeting.

21. Finance

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

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/Decld	Ch no.
16/9/21	B Duff	VH field fence	£585.00	-	£585.00	Agreed	100501
16/9/21	Clerk	Sal-expen Aug-Sept 2021	£265.02	-	£265.02	Agreed	100502
16/9/21	Anglian Water	Thwaite Projects - Old School Room water charges Jan – July 2021	£23.46	-	£23.46	Agreed	100276

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

Receipts: June – September 2021:

Thwaite Projects – sale of mower £451.00

HMRC – vat refund 2020-21 £438.84

Bank Interest June & Sept 2021 0.72

MSDC – second half precept 2021-22 £3556.99

3. To consider actions arising from Internal Audit report year ending 31.3.21 – deferred to next meeting.

22. To consider for adoption the following policy documents:

Equality and Diversity 2021-22

GDPR 2021-22

Both documents had been circulated for councillors perusal prior to the meeting. No queries were raised. Cllr Tancred proposed adoption of both documents, seconded Cllr Pulham and agreed.

23. **Platinum Celebrations 2022** – report from Working Group – deferred to next meeting.

24. Clerk's report/correspondence

MSDC consultation documents circulated for councillors individual response:

Hackney Carriage, Gambling Act and Car Park Strategy

25. **Chairman's report** – see above.

26. **Any other business for information exchange/agenda requests** – none.

27. **Date of next meeting: Thursday 21 October 2021, 7.30pm at the Village Hall, Stoke Ash**

Meeting closed 10pm

Signed:

Chairman

Date:

Summary of action points

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18.3.21	Review Tenancy Agreements/Rent	Working Group progressing
19.8.21	Advertise additional allotment	GL
15/7/21	Grit Bins: Replace small bin at A140	

	<p>junction opposite primary school with larger bin from opposite PO. Small bin to be moved to PO.</p> <p>Replace grit in bins at : A140/Church Lane, opposite Stoke Hall and at Huggins Lane/Roman Way</p>	<p>TP/GL progressing</p> <p>Refill requested</p>
15/11/18	<p>PIIP's – identify items of community expenditure from Cil award.</p> <p>Parishioners views on joint village hall or retain separate halls</p> <p>Ditch clearance quotation– Church Lane, Thwaite</p> <p>Hardstanding at OSR</p> <p>Stoke Ash Village Sign circular Seat</p>	<p>Deferred pending survey</p> <p>TP obtaining quotation</p> <p>TP/GL to obtain quotation</p> <p>GL</p>
30.5.19	Monitor road edge – The Street, SA	All councillors. Monitoring extended to both parishes.
18.7.19	<p>Play equipment/play surface grant funding</p> <p>Tyre removal</p> <p>Bark chippings – replace with grass</p> <p>Remove lower tree branches</p>	<p>Pursue grant funding with MSDC – Finance Group</p> <p>PM</p> <p>MF</p> <p>PM</p>
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.
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17.6.21	Overgrown footpaths 14, 16 & 17	All footpaths other than that at the rear of the VH field were now clear. TP reported the footpath would be reinstated by the landowner. Complete
19/8/21	CPR training and Thwaite Defibrillator	Agenda September 2021 – RK to produce defibrillator report
16/9/21	Hill Farm application	PC response to Architect's rebuttal – VL, TP, GL, GT

County Cllr A Stringer Report – September 2021

Suffolk Climate Emergency Plan

This document was released in June by the 'Suffolk Leaders Group' (County, District and Borough Council leaders) as a follow up to the Suffolk Climate Change Partnership report of 2019.

This sets out broad goals for change in behaviours and technology to achieve zero carbon by 2030 by means of measures of: 'transitioning to a fully decarbonised heat supply for homes; improving energy efficiency; behavioural change to use less energy; low carbon travel; reducing car use; more efficient freight transport; reductions in commercial and industrial carbon use; improvements in renewable energy production and a flexible grid' among others.

The Green, Liberal Democrat and Independent Group on Council put a motion forward to the Council Meeting to require the Council to set specific benchmarks and targets each year up to 2030 to encourage the modal shift in behaviour and technology required as without this we believe that the targets set out, laudable though they are, are unlikely to be achieved in practice.

For example:

In July 2020 the Government's Gear Change paper called for a doubling in the amount of journeys walked or cycled. This spring, Suffolk Conservative's county council election manifesto said "we have identified over £20m of upgrades for our cycle network"

We will ask for this money to be allocated to specific projects to improve our cycle & walking network.

The motion was defeated, with the administration confirming the manifesto did "identify" £20,000,000.00 worth of works needed, but it did not identify the funds to make any of it happen, they will rely on government grant, as & when to forward any of these works.

Review of SEND provision

Suffolk County Council commissioned an independent review into Special Educational Needs and Disability provision which has now been completed.

The report, with any recommendations, is due to be published this month on Suffolk County Council's website, shared with those who contributed to it and also scrutinised, in public, by the council's Education and Children's Services Scrutiny Committee. We await it with interest.

Suffolk's expression of interest in discussions with Government on Devolution for Suffolk

A 'levelling up' white paper is to be produced by Government and Robert Jenrick MP (Sec of State for Housing (now Mr Gove), Communities and Local Government) has invited Councils to express interest in involvement in this. The aim appears to be to allow local 'leaders groups' to have more power in local decision making including 'greater financial efficiency, administrative streamlining and/or more joined up services'. It is not necessary to be a unitary authority although Government want evidence of working together.

It is not clear yet what the benefits and draw backs or any details of these proposals are yet.

The 'Suffolk Leader's Group' (Leaders of County Council, District Councils, Ipswich Borough Council, and Police and Crime Commissioner) have written to the Government expressing interest in this proposal.

Zero Carbon battle bus visiting Suffolk

The purpose of the Zero Carbon Tour is to discuss the concept of net zero carbon and why it is critical for businesses. Suffolk's businesses, organisations and community groups will share their stories about how they have started their journeys to net zero. This will inspire and give confidence to those considering how to reduce their carbon emissions.

Steve Malkin, Founder and CEO, Planet Mark, said:

"There is no doubt, we are living in a seminal and historic moment in time. 2020 - 2030 has been coined the Decade of Action, a period in which we need to tackle the climate crisis and halt biodiversity loss. The global pursuit of net zero carbon emissions is a huge undertaking, and only possible with help from businesses and communities alike.

"We are excited to bring the net zero message to Ipswich, and share the 'carbon stories' of organisations, community groups and individuals playing their part in creating a sustainable future for Suffolk, the United Kingdom and beyond."

This event and others are taking place across Suffolk in the lead up to COP26, as part of Suffolk's collective campaign of Creating The Greenest County, and be net zero by 2030. As part of the Suffolk Climate Emergency Plan, these events look to encourage collaborative action by educating and engaging with residents and businesses to develop net zero journey.

Other events which are being planned in Suffolk in the lead up to COP26 include:

- 1 September - Zero Carbon Tour visited Ipswich
- 12 October - Ten Steps to Net Zero (Suffolk Chamber of Commerce)

- 21-22 October – Local Energy Showcase (Babergh and Mid Suffolk District Council)
- TBC October - A Greener NHS day
- 12 November – Greenest County Awards (Suffolk County Council)
- 23-25 November – Low Carbon Homes

www.greensuffolk.org for the latest details and information about the journey to net zero.

Andrew Stringer
County Councillor for Upper Gipping
Green, Liberal Democrat

District Cllr D Burn report – September 2021

Afghan refugees

On 18 August the Government announced its new resettlement scheme for Afghan refugees. Local authorities everywhere will need to step up and support this national effort.

You can [read our statement in full here](#) and a [Suffolk County Council webpage](#) has been created to guide anyone who would like to offer help.

Valley Ridge (formerly SnOasis)

Mid Suffolk District Council is calling on the Government to determine the fate of Valley Ridge, the proposed £500m tourist resort near Great Blakenham, by ruling on the future of a nearby landfill site. The council is asking Communities and Local Government Minister Robert Jenrick to intervene, saying 'the stakes are too high for a decision to be taken at a local level'. A planning application has been submitted to SCC to extend the lifespan of the neighbouring Masons Landfill site beyond its scheduled closure in 2022. But permission would effectively scupper plans for Valley Ridge a 'premium staycation resort offering all year winter and water sports', potentially costing the region millions in lost revenue and jobs.

[Find out more](#)

Babergh and Mid Suffolk join calls for devolution talks with Government

In August, together with other public sector leaders in Suffolk, we wrote to the Secretary of State responsible for local government to say we welcome early discussions with Ministers about a possible devolution deal for the county.

[Find out more](#)

The Councils' vehicle fleet is switching to low-carbon HVO

Last week, the Councils' waste fleet began its transfer from traditional diesel fuel to hydrotreated vegetable oil (HVO). We are the first rural UK councils to do so. Our 35 waste lorries are the first to change over, and will be followed by the smaller public realm and housing services vehicles. The move will slash the fleet's carbon emissions by up to 90%. Up to now the fleet has been responsible for 26% of the councils' total CO₂ emissions, approximately 880 tonnes per year – which will now reduce immediately. The new fuel will cost 10-15% more than using conventional diesel. However, by using HVO, lower maintenance costs and longer engine life for the vehicles are expected.