

**Stoke Ash & Thwaite Parish Council**  
**Minutes of the meeting held Thursday 17 January 2019, 8pm at Stoke Ash Village Hall**

Present: Cllrs P Morris (Chairman), M Fleming, G Leggett, D Roth, Mrs C Maisey, D Maisey and T Pulham.  
 County Cllr A Stringer and four members of the public.

1. **Apologies for absence** – none.
2. **Declarations of interest relating to items on the agenda** – none. (*see 10.1*)
3. **To receive the following reports:**  
Police – report available online. In addition The former Stoke Ash Primary School had suffered a burglary.  
County Councillor – Cllr Stringer went through his written report (copy attached to the Minutes). No questions were raised.  
District Councillor – no report.
4. **MEETING OPEN TO THE PUBLIC**  
Grit Bins – a member of the public suggested, due to the slope in the road, a grit bin opposite the Post Office in The Street, Stoke Ash would be beneficial, particularly as there was already a grit heap near the slope. On behalf of the council it was explained that, due to the cost, the purchase of grit bins was being spread over the next two/three years however the Chairman stated the council would look into purchasing another bin this year or would add a bin for that site to next year's grit bin budget.  
Potholes – another member of the public raised the condition of the roads locally and the potholes at the Roman Way/A140 junction. The Chairman stated repair of potholes was an ongoing issue, County Highways had changed the way potholes were dealt with, there appeared to have been an improvement but there was still a criteria with regard to depth for a repair to take place. The Chairman reminded members and informed the public of the reporting tool available on the Suffolk County Council Highways website enabling any highway or pothole issues to be reported direct by the public.  
Broadband – a member of the public raised his concerns over the amount of money spent on installing the new broadband cabinets which appeared to have made no difference to broadband speed delivery. Members of the council stated Roman Way and other areas of the village now had superfast broadband and that the parishioner's issue could be due to the supplier. County Cllr Stringer stated Stoke Ash village was upgraded last September and that any parishioners with problems accessing superfast broadband should contact him direct via email when he would take up each individual case.  
Ex-telephone kiosk – The Street, Stoke Ash – a member of the public asked for a progress report on the telephone box project. The Chairman explained a maintenance programme was taking place prior to conversion to a book exchange.  
Defibrillator – a progress report on the installation of a defibrillator in Stoke Ash was raised. The Chairman stated it was hoped a defibrillator would be installed on the outside wall of the village hall and that arrangements were ongoing.
5. **Minutes of the meeting held 15 November 2018** – Cllr Roth proposed acceptance of the Minutes, seconded Cllr Pulham and agreed.
6. **Matters arising from the Minutes for report**

16.7.15	Provision of play equipment – purchase of equipment	MF
19.11.15	Deadman's Lane potholes	Monitor – all councillors.
18.5.17	PC vacancies	Note in parish magazine - LC
21.9.17	Overgrown Footpath opposite Mill Lane	Reported to Suffolk CC – monitor – all councillors.
17.5.18	Road signs down in village	Monitor – all councillors Inform DR draw up list. Stoke Ash list prepared. Thwaite to be completed and reported to Suffolk CC Highways - DR
23.11.17	Red telephone kiosk – maintenance	Call for volunteers to refurbish – Deferred to next meeting
17.5.18	Storage of PC documents at Ipswich Record Office	TP update
17.5.18	Monthly Luncheon Club	Progress Publicity/invitations

		- GL/CM Extend length of grant cover - LC
18.1.18	Wash Lane reinstatement: Bridge Arrange ditch clearance Arrange Volunteer maintenance Group	PM/TP PM All
17.5.18	The Street, Stoke Ash – clearance of ditches north/south and east/west	TP to speak to landowner\s
17.5.18	Thwaite Comm Projects Group	Check St George’s footbridge – TP St George’s Hall – quotes for facilities - TP Change bank mandate – finance group
17.5.18	Speeding – The Street	Use of a borrowed VAS machine - DR
17.5.18	Defibrillator	Locality funding - LC
17.5.18	District Council Locality Budget Awards	All members
20.0.18	Grit Bin application (8)	LC
May 2018	Improvements to Bus Stop A140 opposite Walnut Tree PH	Install Seat TP/PM Repaint Bus Stop in layby - LC Provide Bus Stop sign - LC
15/11/18	PIP’s – identify items of community expenditure via Cil	All councillors
15/11/18	Stoke Ash Christmas Tree Festival - decorate tree on behalf of Stoke Ash & Thwaite PC	DR

19.11.15 – Members to continue to monitor. Replace Deadman’s Lane with potholes on matters to report item.

21.9.17 – Overgrown footpath opposite Mill Lane – the overgrowth had not been cut back by Highways. It was agreed the PC working party would cut back.

17.5.18 – Damaged road signs – a list of the Stoke Ash damaged signs had been prepared. DR to complete same for Thwaite.

17.5.18 – Storage of PC documents – ongoing.

17.5.18 – Clearance of ditches – The Street north/south. TP progressing - awaiting rainfall and resolution of ownership of east/west ditch.

17.5.18 – Speeding – The Street. DR pursuing borrowed use of a VAS machine.

17.5.18 – Defibrillator at Village Hall. Cllr Fleming to looking at cost and funding.

20.9.18 – Grit Bin application. All eight sites for grit bins had been approved by Suffolk County Highways. The bins had been ordered and delivered. Bins to be delivered to the various sites and a request had been made to County Highways for a grit delivery.

15.11.18 – Stoke Ash Church Christmas Tree Festival – the parish council tree had been displayed in the festival. There had been a very good response to a parishioners’ wish list for the village on the tree (copy attached to minutes below). Members recorded thanks Cllr Roth for organising the tree on behalf of the council.

17.1.19 – Estate Agents sign obstructing visibility at junction Roman Way/A140. Cllr Pulham to contact the agents to ask that the sign be moved back from the road.

#### 7. Parish Council Vacancies

There were currently two vacancies in Stoke Ash and one in Thwaite. Two parishioners from Stoke Ash, Val Lane and Geoffrey Tancred, were at the meeting and expressed an interest in joining the council. Both parishioners had been living in the village for some six years and they gave a brief summary of their interests in the community and wish to contribute to the villages. Cllr Pulham proposed both residents were co-opted to the council, seconded Cllr Fleming and unanimously agreed. The Declaration of Acceptance of Office forms were signed and the Chairman welcomed both residents to the meeting.

#### 8. Thwaite Community Projects Group report

Cllr Pulham reported the finance group would be looking into funding available for refurbishment work to St George’s Hall.

The bank mandate confirming change of signatories to the finance group members was complete.

Payments funded by the Parish Council since becoming sole trustee could now be refunded back to the Parish Council account (agenda item 20 accounts for payment).

**9. Lunch Club report**

Cllr Leggett reported a dementia talk would be given at the January lunch club. The group was still trying to ensure it was reaching all parishioners eligible to attend. If anyone knew of any residents living alone or knew of anyone who would like to attend they were encouraged to contact Cllr Leggett.

Cllr Leggett thanked the clerk for extending funding to October, the group having not commenced its lunch events until the autumn 2018.

Cllr Leggett suggested a donation of £50 to Suffolk Age Concern following the attendance of the dementia speaker.

**10. To consider planning applications for recommendation to MSDC**

1. DC/18/05616: The Orchard, The Street, Stoke Ash – Outline Planning Application (some matters reserved) – erection of 2 detached dwellings and new vehicular access and erection of extension to garage for new Post Office (following demolition of existing post office).  
(*Cllrs Leggett, Tancred and Mrs Lane declared an interest*)

Cllr Pulham proposed a recommendation of support, seconded Cllr Maisey and agreed.

2. DC/18/05633: Lodge Farm, Wickham Road, Thwaite – change of use of land for stationing 3 glamping pods. Cllr Leggett proposed a recommendation of support, seconded Cllr Roth and agreed.

11. **Planning Decisions received from MSDC** – none.

12. **Planning correspondence** – none.

13. **Proposed affordable housing scheme** – no report.

**14. Mid Suffolk Cil Award**

1. To consider a Parish Infrastructure Investment Plan (PIIP) (identify and prioritise items of community/infrastructure investment)

The MSDC PIIP and guidance for Parish Councils had been circulated to members prior to the meeting. The document set out the method a parish council would need to follow to identify the current needs of the community and items that could be funded. The monies could be spent across both parishes. There was a requirement to complete a record of expenditure form at the end of each PC financial year, copy submitted to MSDC. If the funding was not spent within 5 years of receipt MSDC could claw the funding back and it would work with the parish to identify suitable infrastructure projects to ensure the funding was not lost to the parish.

Cllr Pulham suggested a working group with members from each parish looked into the plan in more detail. Cllrs Pulham, Maisey, Tancred and Mrs Lane offered to attend. Cllr Pulham to circulate a date for a working group meeting.

2. To consider adoption of General Power of Competence Policy

The parish council did not currently qualify - two thirds of its number would need to be elected and the clerk qualified in the general power of competency criteria.

**15. Stoke Ash & Thwaite proposed play area**

Following the quotation reported at the November meeting, £4143.60 including vat for a bench, see-saw and ski/twister, Cllr Pulham proposed purchase of the equipment, seconded Cllr Maisey and agreed. A 50% payment for the equipment was required before it was delivered and installed. Members recorded their thanks to Cllr Fleming for his work on the project. The equipment would need to be added to the PC insurance policy as soon as it was installed.

**16. Wash Lane, Stoke Ash maintenance report**

Cllr Fleming reported the tree stumps had been sprayed to make them noticeable. A working party was now required to carry out spring maintenance – grass cutting, ditch clearing. There were still some 47 trees to be planted. Cllrs Fleming and Morris offered to join a working group.

**17. Former Telephone Kiosk – The Street, Stoke Ash – conversion to book exchange**

Cllr Fleming looking to recruit volunteers to help with refurbishment of the kiosk to enable project to go ahead.

**18. Improvements to Bus Stop A140 opposite Walnut Tree PH**

Suffolk CC Public Transport had approved installation of the seat at the rear of the layby. The Chairman and Cllr Pulham to progress the seat. Reinstatement of Bus Stop lines ongoing via Suffolk CC Public Transport.

**19. To consider a Spring Litter Pick**

MSDC were promoting a Spring Litter Pick month from 22 March – 23 April 2019 and supporting communities organising community litter picks. Parish Council members were in support of taking part

and agreed the weekend of 23 and 24 March (Saturday 23<sup>rd</sup> Stoke Ash and Sunday 24<sup>th</sup> Thwaite), 10am – 12 noon, meeting at the Village Hall, Stoke Ash and Old School Room, Thwaite respectively. Cllr Roth offered to prepare publicity posters requesting parishioner volunteers from both villages. It was suggested refreshments were available at both venues for helpers. Some high viz vests and pickers were available in the village, clerk to requested a further supply and bags from MSDC Public Realm. Cllr Roth offered to co-ordinate for Stoke Ash and Cllr Maisey for Thwaite.

## 20. Finance

1. S.137 donation requests – Mid Suffolk CAB – a donation was declined on this occasion. Members recorded disappointment the organization was no longer being supported by Suffolk CC.
2. To consider contribution to young persons overseas trip via the General Power of Competence  
Although members would like to have supported this worthwhile trip, it was currently unable to do so as it did not qualify under the General Power of Competence and as any donated funds would not directly benefit the community it was unable to use s.137.
3. Parish Council Accounts for Payment

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/Decld	Ch/ no
17.1.19	ESE Direct	8 Grit Bins	£336.00	£67.20	£336.00	Agreed	100425
17.1.19	SA Baptist Church	Lunch club expen	£181.00		£181.00	Agreed	100426
17.1.19	Action Play & Leisure	50% cost of play equip	£1726.50	£345.30	£2071.80	Agreed	100427
17.1.19	Clerk	Sal-expen Nov-Jan'19	£423.54		£423.54	Agreed	100428
17.1.19	Age UK Suffolk	Lunch Club Dementia talk	£50.00		£50.00	Agreed	100429

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

### Thwaite Community Projects Group Payments

17.1.19	E.on	Old Sch Rm	£45.54		£45.54	Agreed	100247
17.1.19	A Pulham	Grass Cut fuel (May)	£59.22		£59.22	Agreed	100248
17.1.19	A Pulham	Grass cut fuel (June-Oct)	£59.99		£59.99	Agreed	100249
17.1.19	SA&T PC	Payments 2017-18 & 2018-19	£946.08		£946.08	Agreed	100250

## 4. Finance Group report

Parish Council bank account balances at 31.12.18 were as follows:

Business Premium a/c - £10,739.06

Current a/c - £3520.91

Thwaite Communitiy Projects Group bank balance as at 28.9.18 was as follows: £5447.63

Parish Precept 2019-20

A proposed precept calculation totalling £5371.41 had been circulated to the November meeting – this amount included an allowance of £1000 should the parish council elections in May 2019 be contested being the estimated cost provided by MSDC. No further queries were raised. Cllr Maisey proposed the sum of £5371.41, seconded Cllr Fleming and unanimously agreed.

## 21. Review and adoption of Asset Register

The Asset Register showing assets at January 2019 totalling £7,501.50 had been circulated prior to the meeting. Cllr Pulham proposed adoption of the revised document, seconded Cllr Roth and agreed.

## 22. Parish Council Meetings – to consider holding monthly parish council meetings or to continue status quo with additional extraordinary meetings as and when required

The Chairman had raised this item due to length of some recent parish council meetings. Cllr Leggett proposed the status quo remained with additional meetings if required, seconded Cllr Maisey and agreed.

## 23. GDPR legislation

The model Data Protection and Information Management Policy had been circulated to members for consideration prior to adoption. It was agreed the item was deferred to the next meeting to enable members to put forward any queries.

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

1. Suffolk CC – notification of Minerals & Waste Local Plan submitted to Secretary of State
2. MSDC – draft Housing Land supply position statement 2018-19 – circulated
3. MSDC – advance notice of Cil bids opening 1 May closing 31 May 2019 - circulated
4. Dates of Annual Parish Meetings 2019 – the following dates were agreed:  
 Thwaite – 23 May 2019, 8pm at The Old School Room  
 Stoke Ash – 30 May 2019, 8pm at The Village Hall.

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

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

**27. Date of next meeting: Thursday 21 March 2019, 8pm at The Old School Room, Thwaite.**

Meeting closed: 10.30pm

Signed:

Chairman

Date:

**Summary of action points**

16.7.15	Provision of play equipment – purchase of equipment	Complete & insurance confirmed.
19.11.15	Potholes	Monitor – all councillors.
18.5.17	PC vacancies	PC elections May 2019
21.9.17	Overgrown Footpath opposite Mill Lane	Parish working group to cut back.
17.5.18	Road signs down in village	Monitor – all councillors Inform DR draw up list. Stoke Ash list prepared. Thwaite to be completed and reported to Suffolk CC Highways - DR
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17.5.18	Storage of PC documents at Ipswich Record Office	TP update
17.5.18	Monthly Luncheon Club	GL/CM progressing to Autumn 2019
18.1.18	Wash Lane reinstatement: Bridge Arrange ditch clearance Arrange Volunteer maintenance Group	PM/TP PM MF/PM
17.5.18	The Street, Stoke Ash – clearance of ditches north/south and east/west	TP progressing
17.5.18	Thwaite Comm Projects Group	Check St George's footbridge – TP St George's Hall – quotes for facilities - TP
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17.5.18	Defibrillator	MF
17.5.18	District Council Locality Budget Awards	All members
20.0.18	Grit Bin application (8)	Complete 2018/19. Prepare list for 2019/20
May 2018	Improvements to Bus Stop A140 opposite Walnut Tree PH	Install Seat TP/PM Reinstate layby line – awaiting Suffolk CC
15/11/18	PIIP's – identify items of	Working Group – TP arranging

	community expenditure via Cil	meeting
15/11/18	Stoke Ash Christmas Tree Festival - decorate tree on behalf of Stoke Ash & Thwaite PC	Complete – wish list below.
17.1.19	Spring Litter Pick – 23/24 March	DR and DM co-ordinating Additional equipment from MSDC - LC

### **County Councillor Report – January 2019**

## **Council pledges to lead fight against single-use plastics**

On 6 December 2018, my group successfully put forward a motion calling on Suffolk County Council to do more to tackle single-use plastic waste in the county. The motion was agreed unanimously by all councillors.

The measures the council has agreed to implement include a commitment to work towards only using sustainable or re-usable plastics in all council buildings, writing to the public on how to reduce plastic waste, and creating a “plastic free Suffolk network” of councils, businesses and other organisations.

## **Consultation on cuts to Citizens Advice**

In November, Suffolk County Council announced their intention to cut all funding for Suffolk’s Citizens Advice Bureaus as part of their budget savings proposals. This was later amended to a phased cut over 2 years. The funding will be reduced by half (£184 000) in 2019/20, before being removed entirely in 2020/21.

I am very concerned by these proposals, which will have a huge impact on our Citizen’s Advice Bureaus. The services provided by CABs represent great value for money and support many of our most vulnerable residents.

Suffolk County Council had launched a consultation on this proposed funding cut, which I would encourage you all to complete. The consultation runs until 5pm on Wednesday 23 January, and can be found at: [www.suffolk.gov.uk/cabconsultation](http://www.suffolk.gov.uk/cabconsultation)

## **Suffolk County Council refuses to Back carbon emission budget**

At the Council meeting in December, councillors from my group proposed a motion asking Suffolk County Council to set an annual “carbon budget” and create targets for reducing carbon emissions. A carbon budget would set out how much carbon the council could emit each year, much like a financial budget sets out how much money can be spent. Unfortunately, the administration voted against the motion and refused to commit to any carbon reduction targets.

Suffolk County Council already monitors its carbon emissions, but currently this work is not in the public domain and there are no clear targets for carbon reduction. The motion asked the council to make this process open, transparent and accountable, and it’s a shame the administration didn’t want to engage with us on this issue.

## **Modern slavery statement unanimously agreed**

A motion on modern slavery was unanimously agreed at the Council meeting in December. The motion commits Suffolk County Council to comply with the Modern Slavery Act 2015 and do all it can to eradicate modern slavery and human trafficking in Suffolk.

In addition, the council will review its procurement processes to see where they can be strengthened to fully comply with the Modern Slavery Act and bring a paper to Cabinet to decide on the production of an annual slavery and human trafficking statement. This statement will outline our actions to identify, prevent and mitigate modern slavery in our communities.

### **Energy from waste facility refinanced**

In 2010, Suffolk County Council entered into a PFI-backed contract with Suez for the Suffolk energy from waste facility. The gate fee per tonne payments for the disposal of waste include the capital costs of the facility as well as the operating costs over the 25-year contract life. In October 2016, the council refinanced £37.8m (22.4%) of the facility's capital construction cost in order to reduce the gate fee per tonne.

At Cabinet in December it was agreed to refinance a further £10.2m (6.0%), which would further reduce the gate fee per tonne and consequently reduce the council's annual revenue costs. The net savings are projected to be a further cumulative £10.4m over the remainder of the contract.

#### **Thwaite Community Projects Group payments:**

2017-18

Cutting Keys/Bookings book	£18.99
Water Rates	£22.16
Grass cutting fuel	£10.01

2018-19

E.on	£35.89
St Georges Hall Insurance	£370.55
St Georges roof repairs insur excess	£250.00
Old School rm & other annual insurance	£153.54
E.on	£27.24

Village Christmas tree wish list 34 responses, summary of 15

1 20 is plenty through the village

2 village sign to show we are proud of our village

3 for a better junction on the A140 White Horse

4 to build up roadside in Street by houses opposite telephone box

5 no parking on the paths

6 sort out drainage and road surface once and for all down Deadmans la

7 to stop the flooding on the bend on Church Lane going to the A140

8 have a Christmas party up at the village hall

9 a new years party for all the village

10 play equipment for the children in the village, swings and slides

11 outside sports equipment

12 a more modern and better fitted village hall in Stoke Ash

13 book swap in old phone box

14 rejuvenate St Georges Hall

15 "sight "lines from Stoke Ash need to be made safer for car drivers – e

computer box blocking vision, middle exit has "land for sale", sign block

Horse has clear vision