

**Stoke Ash & Thwaite Parish Council**  
**Minutes of the virtual meeting held Thursday 19 November 2020 at 7.30pm**

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

1. **Apologies for absence** were received from Cllr G Leggett
2. **Declarations of interest relating to items on the agenda** – none.
3. **Public Forum** - to receive the following reports:  
Police – available online at <http://suffolk.police.uk>  
County Councillor – Cllr Stringer presented his written report – copy attached to the Minutes. Questions raised included delivery of the High Viz pedestrian jackets and possibility of grant funding for the Neighbourhood signs – Cllr Stringer stated a response would be made within the next 24 hours.  
District Councillor – Cllr Burn presented his written report - copy attached to the Minutes. Questions raised included the result of investigations into the process used to determine the planning appeal at The Orchard. Cllr Burn stated he had sought advice from the Chief Planning Officer who advised he had not heard of the approach used and it would not have been acceptable to send a substitute inspector . Cllr Burn had obtained details of the process for making a complaint which he would forward for information.  
Parishioners comments – none.
4. **To consider for approval Minutes of the meeting held 15 October 2020**  
 Cllr Pulham proposed acceptance of the Minutes, seconded Cllr Mrs Maisey and agreed.
5. **Matters arising from the Minutes for report**

May 2019	PC vacancy	Reported 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. List provided to reported
23.11.17	Red telephone kiosk – move to VH Green	Move deferred pending lifting lockdown. GT 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. Collect dead wood & burn	PM PM PM MF
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 GL/TP to report  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. Awaiting from Suffolk CC Highways
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 Application made to Suffolk CC for 4 relocated bins at 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 purchased at cost of £93.38.
15/11/18	PIIP's – identify items of Community expenditure from Cil  Parishioners views on joint village hall or retain separate halls	Village Sign – GT /TP progressing Additional items to be considered pending parishioners suggestions via Christmas Tree Wish List. – deferred to January 2021  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/TP – deferred to Spring 2021 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 of the scheme	Cllr Kember to write report on the scheme for parish magazine  Will be progressed via Telephone, texts, emails
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 – complete.
20.8.20	Changes to current planning system/planning for the future/transparency and competition – evidence on data on land control	Comments to clerk – item complete.
20.8.20	Stoke Ash Parish Notice Board repair	Replace Perspex - PM
17.9.20	Consider Zoom subscription	Register with Zoom at £11.80 pm - complete
17.9.20	Parish Magazine report commending community helpers following residential fire	Chairman to draft piece for parish magazine - complete
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

May 2019 – Parish Council Vacancy had been included in the latest Parish Magazine report.

17.5.18 – Damage road signs on A140 at Thwaite and Stoke Ash. The list had been provided and reported to Suffolk Highways requesting repairs/replacement signs.

23.11.17 – Red telephone kiosk – The Street. Agenda item.

8.1.18 – Wash Lane – agenda item

17.5.18 – Thwaite Allotment review – agenda item

17.5.18 – High Viz jackets – awaiting delivery via Cllr Stringer.

20.9.18 – Grit Bin funding application – awaiting response from Suffolk CC

20.9.18 – Re-fill and/or fill 12 grit bins – awaiting response from Suffolk CC Highways

May 2018 – Bus timetable notice board purchased. Awaiting installation.

15.11.18 – PIIPS community expenditure – agenda item

18.7.19 – Play equipment - agenda item

21.11.19 – Neighbourhood Watch scheme – agenda item

16.1.20 – The Orchard Planning Appeal – report from District Cllr Burn. Any complaint regarding the process would need to be made by the Applicant direct to the Planning Appeal Inspectorate. Cllr Burn would provide the website link for complaints.

20.8.20 – Parish Notice Board – Stoke Ash VH. The Chairman to replace Perspex in door.

17.9.20 – Parish Council Insurance – query over legal fee cover and Old School Room rebuild. Comm Action Suffolk ,the PC insurers, had confirmed they considered the limit of indemnity of £100,000 to be sufficient for legal expenses. Regarding the Old School Room, the rebuilding cost (building sum insured) should be the value to rebuild the building as near to the current building as possible but taking into account current building requirements/regulations, the figure should also include the cost of demolition, site clearance and professional fees.

15.10.20 – Stoke Ash memorial clean – Cllrs Tancred and Mrs Lane offered to carry out a winter clean.

15.10.20 – Quiet Lanes project – agenda item.

**6. To consider planning Applications for recommendation to MSDC**

1. DC/20/04855 & 04856: 157 The Street, Stoke Ash – rebuild fire damaged cottage as per Schedule of Works COT070-157-S3. A recommendation of support was proposed, seconded and agreed.
2. DC/20/04812: 142 The Street, Stoke Ash – erection of single storey rear extension for the benefit of a disabled person to create a ground floor en-suite with wheelchair access. A recommendation of support was proposed, seconded and agreed. It was understood grants for disabled facilities were available from MSDC, Cllr Burn would send details.

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

8. **Planning Correspondence** – none received.

9. **Proposed Affordable Housing Scheme** – nothing to report.

**10. Neighbourhood Watch Scheme**

Cllr Mrs Lane stated a report on the scheme would go into the next Parish Magazine as follows:

**New Neighbourhood Watch Scheme for our Villages**

**Fortunately, we live in a low crime area, and to help keep us remain safe and secure, our Parish Council is supporting our own Neighbourhood Watch Scheme. Signs will shortly be placed on roads approaching and in our villages.**

**The co-ordinators for the scheme will be Councillor Val Lane in Stoke Ash, and Councillor Roger Kember in Thwaite.**

**Using the Facebook Stoke Ash and Thwaite Villagers Community Page, and by contacting friends and villagers by phone, text etc, immediate concerns can be passed on. The Parish Magazine and the Parish website (<http://stokeashandthwaite.onesuffolk.net>) will regularly highlight safety issues and current concerns, together with security and safety advice from the Suffolk Neighbourhood Watch Association, and the police. Regular alerts issued by NW will be posted on the Facebook Community page.**

**The Police Community Engagement Officer, Simon Green, will be invited to come and talk to us next year once the COVID restrictions have been lifted.**

**For the scheme to be effective, active participation by villagers is vital. It is in all our interests to get involved and help keep our villages safe!**

**Contact Val Lane on 01379 678568 or email [vallane2002@yahoo.com](mailto:vallane2002@yahoo.com)**

**Contact Roger Kember on 01449 768142 or email [rogerkember@gmail.com](mailto:rogerkember@gmail.com)**

**To contact police urgently, dial 999. For all other matters, dial 101**

Members recorded thanks to Cllr Kember for preparing the article. The signs were ready to be put up. Cllr Mrs Lane would arrange a date and recruit volunteer help.

**11. MSDC Cil report**

**1. Stoke Ash Village Sign**

Cllr Tancred reported the sign was still in production.

An application had been made for a contribution from the District Councillor's locality budget although this could not include retrospective payments- payment for the metal work had already been made but the brick plinth and erection of the metal work would qualify for locality funding. Cllr Tancred would progress the application.

2. Additional Play equipment – deferred.

3. To consider further items from the Community Wish List - deferred to January 2021 meeting.

**12. Thwaite Community Projects Group report**

**1. Allotment Tenancies and future review**

It was confirmed all four allotment tenancies had been renewed.

The Allotment Working Group were working on a review of the tenancies, current rent and marking out plots/paths.

**2. Additional items to report**

One of the current allotment tenants was in the process of selling their property, the prospective purchaser had enquired whether he could take over the tenancy of the plot which was at the rear of the property. It was agreed an application would need to be made and the usual application process followed. In the meantime the enquirer would be sent a specimen copy of the tenancy agreement setting out the terms of any letting.

13. **Lunch Club** – cancelled pending Government guidance.

**14. Stoke Ash Play and Exercise Area report**

1. ROSPA inspection - A copy of the annual play area inspection report had been received from the Village Hall Committee, the inspection included items owned by the Parish Council. Some minor issues had been raised and categorized as low risk. These would be monitored and dealt with over the coming months. A query was raised as to how the report was commissioned, this would be investigated and reported to the next parish council meeting.

2. Installation of additional Tyres – deferred to Spring 2021.

3. Provision of additional play equipment with contribution from the Parish Council – deferred pending comments and view of Village Hall committee.

**15. Wash lane maintenance report**

1. Boundary ditch next The Street – the Chairman would look into piping and filling in the ditch.

2. Maintenance – the Chairman would carry out a winter strim in the New Year before the spring bulbs appeared and he would also deal with the tree stumps.

**16. Former telephone kiosk, The Street**

As a decision had been made not to house a defibrillator in the kiosk it was agreed it remained where it was. Cllr Tancred offered to carry out maintenance and re-painting in the spring. Item could be removed from the agenda pending maintenance.

**17. Quiet Lane scheme**

Cllr Tancred reported that provisionally three lanes had been registered in Stoke Ash: Deadman's Lane, Church Lane and Huggins Lane. Councillors recorded thanks to Cllr Tancred for progressing the project. Concerns over speeding through the village had been raised in the past and some queries were raised as to whether the scheme would improve safety and deter speeding.

**18. Finance**

1. To consider s.137 donation requests

RBL Poppy Wreath on behalf of the Parish Council - £45.00. Payment was agreed.

2. Accounts for Payment

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/Decld	Ch no.
19/11/20	RBL	PC Poppy Wreath	£45.00	-	£45.00	Agreed	100477
19/11/20	Clerk	Sal-expen Sept-Nov including Oct '20	£591.32	-	£591.32	Agreed	100478
19/11/20	Hugh Pulham Farms	Bus Timetable Notice Board – A140	£93.38	£18.68	£112.06	Agreed	100479

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

3. Finance Working Group report – Cllr Pulham reported draft precept figures 2021-22 would be

available for consideration at the next meeting.

**19. To review for adoption Parish Council Asset Register**

A revised document including latest amendments: removal of computer equipment and addition of grit bins and bus stop notice board had been circulated prior to the meeting. Cllr Kember proposed adoption of the document, seconded Cllr Fleming and agreed.

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

MSDC – Second Draft Joint Local Plan consultation document with response date 24 December 2020 had been circulated for comment at the next meeting.

MSDC – Revised Cil Charging Rates consultation document with response date of 24 December 2020 had been circulated for comment at the next meeting

SALC virtual area meeting 1 December 2020 at 7pm – details circulated

Suffolk CC – Local Council Boundary changes consultation – response date 23 November 2020 – members to respond

Census 2021 – details to be included in the next parish magazine and website

Website – some issues had been raised with regard to the unexplained disappearance of documents and photographs from the website. These would be rectified.

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

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

NALC – revised clerks' annual rates. The Chairman suggested this was included on the next agenda.

Village Christmas Event – Cllrs Tancred and Pulham reported they had been discussing the possibility of an Evening event for both villages over the weekend of 18/19 December: a decorated tractor and trailer travelling through both villages with Father Christmas and Christmas music serving mulled wine and gingerbread from the trailer - carried out adhering to Covid-19 regulations – gloves, masks, social distancing.

Parishioners would be informed of timings via a Christmas Card delivered to each household. Cllr Leggett had offered to organize the Christmas cards and would be Father Christmas. Participation by councillors would be appreciated to give out the mulled wine/gingerbread and a Parish Council contribution towards the event, not exceeding £150, was requested. Cllr Fleming suggested the Village Hall green could be used as a base for the tractor/trailer and could possibly be combined with a village clapathon. Cllr Pulham would arrange insurance for the tractor/trailer.

Councillors fully supported the suggestion which would be more than welcome after a very difficult year. Contribution from the parish council to be included on the next agenda. Members thanked Cllrs Tancred and Pulham for putting the event forward.

Grit Bins – It was suggested a larger bin was required at the A140 junction opposite the primary school, the existing smaller bin could be re-located at the far end of Deadman's Lane. Include as agenda item in the New Year.

Meeting closed 9.15pm

Signed:

Chairman

Date:

**Summary of Action Points**

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## District Councillor Report

In July 2019 Mid Suffolk made several pledges relating to the protection and improvement of biodiversity in the District. It subsequently convened a Joint Biodiversity Task Force with Babergh DC, which had made similar commitments. The Task Force has been working for some time on a Biodiversity Action Plan, which was formally adopted at a meeting of the two Cabinets on 9 November. The Action Plan will be a 'living' document detailing various initiatives designed to help in achieving the original aims.

- An important milestone was reached Wednesday last week (11 November) at a meeting of MSDC in which the pre-submission draft of the Joint Local Plan was approved for publication. A six-week consultation is now underway, for which responses concerning the Plan's legality and soundness are sought. The consultation ends at noon on 24 December. MSDC will make no further amendments to the Plan before sending it and the consultation responses to the Secretary of State, who will arrange for it to be passed on for Examination by an Inspector. When the Examination process, which could take up to a year, is completed the Plan will be returned to us for formal adoption.

## County Councillor Report

The recent Government announcement returning the Country to Lock Down has caused the County Council to revisit the policy framework we ran during the last lockdown, Mid Suffolk as I write is the District in Suffolk with the lowest infection rate, our District is 299<sup>nd</sup> out of 315 in the country, clearly showing Mid Suffolk is doing well but we must remain vigilant.



## Submitted response to 'Planning for the Future Consultation'

Following the Government's announcement of a consultation on their proposed reforms to the planning system, my group has submitted a response representing the issues of Suffolk's urban and rural areas. The key points of our response were:

- Planning decisions must be kept local, as local communities have unique circumstances that will not be reflected if all decisions are taken at a national level.
- Planning approval should not be automatic or determined by AI decision-making, which could lead to inappropriate development that does not meet the needs of the local community.

- The environment must be safeguarded.
- Quality must not be lost for the sake of speed.
- Affordable housing must be protected.

### **Home But Not Alone Relunched**

This service was paused in August because of low call demand and the lifting of Covid-19 restrictions. However, in light of Thursday's national lockdown, the service is now up and running again.

The telephone number is freephone 0800 876 6926 and will be staffed from 9am to 5pm Monday to Friday.

This phonenumber was absolutely vital during the first lockdown and it only right that the same support is on offer as we head into the next wave of lockdown. It helped thousands of people, who often didn't have a network of family or friends to call upon, access emergency support such as food and medicine deliveries and befriending schemes. The success of the service relied on the amazing local networks that sprung up across towns and villages in Suffolk and looked after those most in need.

This Home, But Not Alone phonenumber compliments The Suffolk Advice and Support Service phonenumber (0800 068 3131) which helps those with debt, benefits employment or housing worries. This phonenumber, also delivered by the Collaborative Communities Covid-19 Board, is staffed by the Citizens Advice Suffolk Alliance, which includes the eight Citizens Advice Bureaus across Suffolk, and Anglia Care Trust and Ipswich Housing Action Group. Call handlers use resources and information from across many Suffolk organisations and specialist providers, which can be tailored to individual needs.

### **Boundary review consultation on draft recommendations continues**

Following a delay due to Covid-19, the Boundary Commission consultation on their draft recommendations continues. Recommendations 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 biggest proposed change for Upper Gipping is the inclusion of Stowupland but the removal of Wetheringsett

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>