

**Draft**

**STOKE ASH & THWAITE PARISH COUNCIL**

**Minutes of the Parish Council meeting held Thursday 21 July 2022, 7.30pm at Stoke Ash Village Hall**

Present: Cllrs P Morris (Chairman), R Kember, Mrs V Lane, G Leggett, Mrs C Maisey, R Maisey and G Tancred. Two members of the public.

**1. Apologies for absence and to consider approval of any apologies received**

Apologies were received from Cllr T Pulham. Councillors approved the apologies.

Apologies were also received from District Cllr Burn and County Cllr Stringer would be arriving late due to another commitment.

**2. To receive declarations of interest relating to items on the agenda**

Item 7.1 – Cllr P Morris.

**3. PUBLIC FORUM:** to receive the following reports:

Police – report available online at <http://suffolk.police.uk>. It was noted in the recent publication of Constables County there had been a police crackdown on anti-social behaviour.

County Councillor – deferred.

District Councillor – a written report from Cllr Burn had been circulated (copy attached to the Minutes).

Parishioners and Public – no comments.

**3. To consider for approval Minutes of the Annual Parish Council meeting held 19 May 2022**

Cllr Kember proposed acceptance of the Minutes, seconded Cllr Mrs Maisey – proposal agreed.

**4. Matters arising from the Minutes for report only**

1.5.19	Stoke Ash PC vacancies	Vacancies regularly reported in the parish magazine.
17.5.18	Damaged road signs A140	Reported via Suffolk CC Highways website reporting tool. No repairs as yet by Suffolk CC Highways.
17.5.18	Storage of PC documents at Ipswich Record Office	TP liaising with Record Office.
17.5.18	Thwaite Comm Projects St George's Hall  St George's Bring & Buy Sale St George's Hall woodwork and quinquennial inspection	Questionnaire on future of Hall - response by 31.3.22 requested – Projects Group to report on responses. Held over Platinum weekend – complete. Deferred pending outcome of parishioner questionnaire
15/7/21	Grit Bins: Replace small bin at A140 junction opposite primary school with larger bin from PO. Small bin to be moved to PO.	TP/GL
15/11/18	PIIP's – identify items of community expenditure from Cil award. Parishioners' views on joint village hall or retain separate halls Ditch clearance quotations – Church Lane, Thwaite  Hardstanding at OSR	Pending St George's survey  RK obtaining additional quotations – remove as PIIP's item to Thwaite Comm Projects Quotation for £750 plus vat. TP offered to complete without charge.
30.5.19	Monitor road edge – The Street, SA	All councillors. Monitoring extended to both parishes.
18.7.19	Stoke Ash Play equipment/play surface grant funding Notice Board for information	Pursue grant funding with MSDC – Finance Group  TP

16.1.20	Lunch Club Funding	GL pursuing with District Councillor
18.6.20	Review Emergency Plan	GL, TP & RK
17.3.22	Letter to holiday lets owner Inform neighbouring residents of action and suggest they keep record of nuisance behaviour and inform of MSDC template. Contact Environmental Health for noise and unsociable behaviour advice	Complete  GL/RK  RK in contact with MSDC Environmental Health

## 6. To consider Planning Applications for recommendation to MSDC

- DC/22/01016: Coppins Cottage, Clay Lane, Stoke Ash – application for Listed Building Consent – rebuild chimney from corbel level (above ridge line) to match existing height (2.175m from ridge) width 900mm and girth 563mm reusing retained bricks in same stretcher brick bond. Lime mortar mix to be used as existing. Parish Council recommended support of the application.
- DC/22/03372: Rose Cottage, Church Lane, Thwaite – Householder Application – partial rebuild for reinstatement of fire damage to Grade II Listed Cottage. A recommendation of support was proposed, seconded and unanimously agreed.

### **Notification of the below application had been received from MSDC on 21 July 2022**

- DC/22/03621: Application to determine if Prior Approval is required for a proposed: Change of Use of Agricultural Buildings to a flexible use within uses previously classified as Assembly and Leisure (Use Class D2) The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class R - Change of Use of Agricultural Barn to Dance Hall

#### **The Chairman declared an interest**

It was reported this was an identical application to DC/21/06054 now the subject of appeal. The Clerk enquired whether an extraordinary meeting would be held to consider the application (DC/22/03621), response date by 11 August 2022. Members considered the query and it was suggested as the application appeared to have been re-submitted an extraordinary meeting would not be necessary - the Parish Council recommendation of refusal to DC/21/06054 should be re-submitted together with any additional points. Cllr Tancred proposed the above course of action, seconded Cllr R Maisey, in favour. Proposal carried.

Cllr Tancred offered to prepare additional comments to be submitted with the Parish Council original response. These would be circulated for comment prior to submission to MSDC.

Cllr Mrs Lane proposed an extension of time for submission of the Parish Council response to MSDC was requested, seconded Cllr Kember, 6 in favour – proposal carried.

## 7. To consider notification of Planning Appeal

- AP/22/00028: Hill Farm, Huggins Lane, Stoke Ash – appeal against MSDC refusal of DC/21/06054 – Application to determine if Prior Approval is required for a proposed: Change of Use of Agricultural Buildings to a flexible use within Storage or Distribution (Class B8) Hotels(Class C1) Commercial/Business/Service (Class E) uses previously classified as Assembly and Leisure (Class D2) Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3; Class R. - Change of use of agricultural barn to dance hall.  
The Parish Council comments recommending refusal of DC/21/06054 had been submitted to the Planning Inspectorate by MSDC.  
Additional comments could be submitted to Planning Inspectorate direct via the Planning Appeal website by 2 August 2022.  
The reason for the MSDC refusal had been works would be necessary outside the curtilage of the building. Members agreed additional comments should be submitted to the Planning Appeal Inspector reinforcing the Parish Council recommendation of refusal. Cllr Kember offered to prepare a response which would be circulated for approval prior to submission by 2 August 2022.

**8. Planning Decisions received from MSDC**

- 1. DC/21/04476: Land at Norwich Road, Wetheringsett (part in the Parish of Stoke Ash & Thwaite) – Outline Planning Application – erection of 14 dwellings comprising five 2 bed units, seven 3 bed units and two 4 bed units. Outline Planning Permission Refused.
- 2. DC/22/01016: Coppins Cottage, Clay Lane, Stoke Ash – application for Listed Building Consent – rebuild chimney from corbel level (above ridge line) to existing height (2.174m from ridge), width 900mm and girth 563mm, reusing retained bricks in same stretcher brick bond. Lime mortar mix to be used as existing.

9. **Planning correspondence** – none.

**10. To consider a Stoke Ash & Thwaite Neighbourhood Plan**

Deferred to next meeting. In the meantime Councillors to read information provided by District Cllr Burn on preparation, ongoing review of a plan and weight it would carry.

**11. Holiday Lets, Stoke Ash** – report on current position, distribution of Environmental Health literature and electrical work to hot-tubs.

There were no items to report regarding recent nuisance complaints from parishioners and no update regarding proposed timers to be installed on the hot tubs.

The Department for Culture, Media and Sport (DCMS) had recently launched a consultation into short term holidays lets. The aim of the consultation being to garner potential solutions, including measuring regulation, regarding issues across the country relating to short term property lettings. The consultation ran until 21 September 2022. Councillors were encouraged to respond.

**12. Neighbourhood Watch report**

A cyclist had been seen riding through the village at 2am on two occasions during the recent very hot days. Cllr Mrs Lane had no items to report.

**13. MSDC Cil Award: funds remaining at 31.3.22 stood at £2468.17**

1. Play Equipment – To consider Parish Council contribution to Stoke Ash VH playing field equipment  
Cllr Tancred reported two quotations for play equipment had been received from Wickstead Play Equipment. The Village Hall Committee had agreed on the least expensive of the two, £10,400 plus vat including fittings but excluding fencing. There was a need for equipment for younger children, the Village Hall Committee would be contributing a considerable sum but would need assistance to cover the full amount. The Committee therefore asked the Parish Council to consider a contribution not exceeding £5,000. An application for funding had also been made to MSDC via District Cllr Burn.

***Cllr Tancred requested the meeting moved to item 18 – Platinum Jubilee Celebrations. Agreed by the Meeting***

Cllr Tancred reported figures from the event estimated a profit of £2024.05 made up as follows:

Sponsorship:	£2350 .00	Expenditure:	£2281.65
Cash received :	<u>£722.20</u>	Less mugs purchased	
		by PC	<u>£1233.00</u> (includes £205.50 vat)
	£3072.70		£1048.65

Balance (profit): £2024.05

Balance (profit after recovery of vat) £2229.55

Following the Platinum event the Working Group had held a meeting to discuss the finances and had recommended the profits were apportioned as follows: £1500 to Stoke Ash Village Hall

£500 to the Thwaite Comm Projects Group

Cllr Tancred proposed adoption of the above Working Group apportionment of profits, seconded Cllr Kember and unanimously agreed.

***To consider Parish Council contribution to Stoke Ash VH playfield field equipment (continued)***

There were now many more younger children in the village, if the parish council contribution (up to £5000) was approved Cllr Tancred stated the Village Hall would contribute a similar sum ie £5000.

Cllr Kember proposed the Parish Council contributed a sum up to £5000 toward the equipment, seconded Cllr Mrs Lane – proposal unanimously agreed.

2. To consider use of remaining Cil award monies – see above.

**14. Thwaite Community Projects Group**

1. Ditch Clearance – Church Lane, Thwaite – to consider further quotation/s

Cllr Kember reported three of the contractors approached had declined to provide a quote due to

uncertainties surrounding the pond which appeared to be of indeterminate size and the closure of Church Lane to enable the vegetation to be cut back. It was reported Cllr Pulham was in contact with a local contractor who may be able to carry out the work.

2. Hardstanding next Old School Room, Thwaite – report on work to date. No report available.
3. St George’s Hall village questionnaire report – Working Group to progress.
4. St George’s Hall inspection and woodwork report – deferred pending report on village questionnaire

**15. Lunch Club report**

Cllr Leggett reported the lunches were well attended and enjoyed by all. The result of the funding application was pending. Thanks were recorded to all those helping to run the club.

**16. Stoke Ash VH Play and Exercise equipment report**

1. Provision of Notice Board – awaiting update from Cllr Pulham.
2. Exercise equipment – Cllr Tancred suggested the exercise equipment may be more suited to being sited on Wash Lane as part of an outdoor gym.

**17. Wash Lane report**

The Chairman reported a path had been cut along the centre of the lane and would be cut back to the full width of the lane during the autumn. He took the view this was an area more suited for walking and enjoyment of wild flower areas and wild life rather than as an exercise area. Cllr Tancred believed the equipment could tie in well with the lane..

An area could be cleared at the end of the lane to take a picnic table and benches. It was understood the lane was not well used and that a wider path would make it more accessible.

Cllr Tancred stated the Parish Council would be in a position to claim ownership following another two years of maintenance and expenditure on the lane.

**18. Platinum Celebrations 2022**

1. Report from the Working Group – a very full report on activities over the Platinum weekend was available in the Parish Magazine and website.
2. Report on funding received and to approve expenditure – see item 13 above.  
In recognition of the enormous contribution to the weekend’s activities by the Landlord and Landlady of the White Horse at Stoke Ash the Working Group had obtained and presented to them on behalf of parishioners, a Plate commending them on their huge contribution to A Joyful HM Queen’s Platinum Jubilee June 2022. The Plate was well received and would be displayed on the wall of the White Horse.
3. Report on presentation of Long Service Award – a plate had been presented to Mr Lionel and Mrs Sheila Coe at the Village Fete in recognition of their very long service to the parish – this had been an ideal opportunity for the presentation and was recorded in the Parish Magazine.

**19. 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.
21/7/22	MSDC	Dog & Litter Bin emptying	£217.45	£43.49	£260.94	Agreed	100526
21/7/22	Clerk	Sal-expen May – July 2022	£462.78	-	£462.78	Agreed	100527
21/7/22	SALC	Internal audit fee 21-22	£161.00	£32.20	£193.20	Agreed	100528
21/7/22	Cllr R Kember	Reimbursement – Additional Platinum Jubilee Mugs	£392.00	£78.40	£470.40	Agreed	100529
21/7/22	E.on	Thwaite Comm Projects a/c - OSR electricity 4/5/22 – 3/7/22	£28.19	-	£28.19	Agreed	100289

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

**County Cllr Stringer arrived at the meeting 9.25pm**

Item 3 – County Council report – Cllr Stringer went through his written report (copy attached to the Minutes).

Further items reported included approval of Sizewell C by the Planning Inspector; re-negotiation of the EDF contract; the HGV route Plan for Suffolk, this included very few changes; re-negotiation of the Highways Contract. Regarding the Brockford Road planning appeals, permission had been granted for 18 months by

the Appeal Inspector, this had been due to the lack of identified traveller and gypsy sites in the MSDC plan.

The Chairman thanked Cllr Stringer for his report.

**Cllr Stringer left the meeting at 9.50pm**

**Finance continued**

3. Finance report

1. To consider Internal Audit report 2021/22

The report had been circulated prior to the meeting.

Items raised included:

Level of general reserve - this should be maintained at between 3 and 12 months net revenue expenditure. The Council's general reserve at 31.3.22 (£8587) was considered high, it being higher than the annual precept. Members noted the comment, this would be referred to the finance working group for recommended allocation.

Apologies – these were noted where applicable. The Council should also resolve to approve the apologies to ensure the apology is not treated as unapproved.

The Council may wish to consider a dedicated email address.

Pension Regulator – a minute reference should be made to ensure compliance with re-enrolment duties every three years.

The Chairman recorded thanks to the Clerk and Finance Group for their work on keeping the Council's accounts and procedures up to date.

20. **To consider for adoption the following Policy documents:**

1. Model Councillor Code of Conduct 2020
2. Standing Orders
3. Financial Regulations
4. Equality and Diversity
5. Multicultural and Inclusivity

The above documents had been circulated for perusal prior to the meeting. No queries were raised. Cllr Mrs Maisey proposed adoption of documents 1 – 5 inclusive, seconded Cllr Tancred and unanimously agreed.

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

MSDC – the District Council was repeating its biodiversity action plan by providing free trees and hedgerow plants to all parishes for planting on land with public access, whether owned by a council, parish or community group. Applications to be submitted by the end of August. The Chairman asked members to let him know of any sites that may be suitable for new trees.

22. **Chairman's report** – none.

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

Cllr Kember informed the meeting he had a supply of spare Platinum mugs and enquired where these should be stored. Cllr Leggett offered to store the mugs. They could be purchased at cost of £5 each.

24. **Date of next meeting: Thursday 15 September 2022, 7.30pm at the Village Hall, Stoke Ash**

Meeting closed 10.15 pm

Signed:

Chairman

Date:

**Summary of action points:**

1.5.19	Stoke Ash PC vacancies	Vacancies regularly reported in the parish magazine.
17.5.18	Damaged road signs A140	Reported via Suffolk CC Highways website reporting tool. No repairs as yet by Suffolk CC Highways.
17.5.18	Storage of PC documents at Ipswich Record Office	TP liaising with Record Office.
17.5.18	Thwaite Comm Projects St George's Hall	

	St George's Hall woodwork and quinquennial inspection Ditch clearance – Church Lane, Thwaite Hardstanding at OSR	Questionnaire on future of Hall - response by 31.3.22 requested – Projects Group to report on responses. Deferred pending outcome of parishioner questionnaire TP in contact with local contractor Quotation for £750 plus vat. TP offered to complete without charge.
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15/11/18	PIIP's – identify items of community expenditure from Cil award.  Parishioners' views on joint village hall or retain separate halls	Contribution to Stoke Ash Play Equipment under consideration  Pending St George's survey
30.5.19	Monitor road edge – The Street, SA	All councillors. Monitoring extended to both parishes.
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21.7.22	DCMS Holiday Let consultation – response by 21.9.22	All Councillors

## County Councillor Report – July 2022

For information on local support during the Cost-of-Living Crisis, visit:

<https://www.suffolk.gov.uk/coronavirus-covid-19/suffolk-advice-and-support-service/>

Latest SCC COVID information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

For information on supporting Ukrainian refugees in Suffolk, email: [refugeesupport@suffolk.gov.uk](mailto:refugeesupport@suffolk.gov.uk)

### **Suffolk GLI to propose that Suffolk has a Cost-of-Living Emergency**

Full Council is on the 7<sup>th</sup> July. Our Group have submitted a motion calling for SCC to declare a Cost-of-Living Emergency, and for the Council to redirect funds and efforts towards targeting those most vulnerable.

Prices for fuel, food and energy are increasing as wages take a real terms cut from the raising inflation. Our Group calls on this government for further support to those falling below the poverty line.

In addition, we are calling on the government to make it easier and cheaper to insulate homes. Our motion asks to waive VAT on energy-saving materials, such as insulation, and adequately fund a retrofitting programme so communities can save money on their bills during winter where energy price caps are due to rise even further.

### **Cabinet Meeting: SEND Capital Programme**

Cabinet met on 20<sup>th</sup> June to vote on funding the next phase of SCC's programme to build more capacity for SEND children in education. The cabinet agreed a package of £15.9m, as part of a £45m programme.

Currently, there is a high demand for SEND services, with requests for placement going up by 32% since 2020. The funding Cabinet have agreed will create three new specialist units across Suffolk.

Our Group supported such a project, but was mindful of the rising demand and what was needed for the future. The Cabinet agreed a third phase was required, which will be discussed later this year.

#### **National Grid consultation: SCC submit a response**

Last month our Group said we would put pressure on SCC to respond to the consultation, rejecting the current proposals for expanding the on-shore pylon network in Suffolk. Our Group are strongly against the development of more pylon networks impacting Suffolk's rural landscape and cultural heritage. The proposals are even criticised by Conservative MPs Dan Poulter and James Cartlidge.

After a meeting with Cabinet member, Cllr Rout, the Conservatives states they will also reject the proposals. SCC have now submitted a response to National Grid, agreeing with our position. They have stated that the application cannot be supported in its current form, and that an offshore alternative must be provided to be considered.

#### **Follow us on:**

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**Website** - [Suffolk Green, Liberal Democrat and Independent Group – The GLI Group at Suffolk County Council \(suffolkgli.wordpress.com\)](#)

## **DISTRICT COUNCILLOR'S REPORT for JUNE 2022 to STOKE ASH & THWAITE PARISH COUNCIL'S MEETING on 21 JULY 2022**

### **Councils' commercial property arm makes £6m profit in 2021/22**

Babergh and Mid Suffolk's commercial property company CIFCO made a £6m profit last year – generating £3.75m in net income for the councils to plough back into services, according to a report published this week. [Find out more](#) (20 June)

### **First occupier confirmed at Gateway 14**

Gateway 14 Ltd, wholly owned by Mid Suffolk District Council, has exchanged conditional contracts to develop a distribution unit with home, garden and leisure products retailer The Range. [Find out more](#) (29 June)

### **Helping local communities to tackle the climate emergency**

A £150,000 fund has been opened to applications from not-for-profit organisations looking to deliver community-based carbon reduction projects in Suffolk. [Find out more](#) (29 June)

### **Chance to help shape councils' final parking strategy**

Residents, businesses, and visitors are being invited to have their say on Babergh and Mid Suffolk's parking strategy for the next 20 years. [Find out more](#) (17 June)

### **Councils urge 'joined-up thinking' over energy infrastructure in the east**

Babergh and Mid Suffolk District Councils are calling for an urgent government review of the number and scale of 'potentially devastating' energy infrastructure projects for local communities. [Find out more](#) (16 June)

### **Changes to Building Regulations**

Building Regulations changed on June 15. These amendments have been billed as the biggest changes to building regulations for over 30 years and will have significant impact on those planning building works after this date. [Find out more](#) (15 June)

*David Burn*