

STOKE ASH & THWAITE PARISH COUNCIL

Draft Minutes of the Parish Council meeting held Thursday 21 September 2023, 7.30pm at the Village Hall, Stoke Ash.

Present: Cllrs T Pulham (Chairman), R Kember, Mrs V Lane, G Leggett, Mrs C Maisey, R Maisey and G Tancred
County Cllr A Stringer, District Cllr T Weller and 2 members of the public

1. **Apologies and Consent to Absence** – none.
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 – deferred pending arrival.
District Councillor – deferred pending arrival.
Parishioners and Public – deferred pending arrival of above.
4. **To consider Health and Safety items for report** – none to report.
5. **To consider for approval Minutes of the meeting held 20 July 2023**
Cllr Mrs Maisey proposed adoption of the Minutes, seconded Cllr R Maisey – unanimously agreed.
6. **Matters arising from the Minutes for report only** (*report in italics*)

7.5.19	Stoke Ash PC vacancies	Currently 3 vacancies – <i>advertised in parish magazine.</i>
17.5.18	Storage of PC documents at Ipswich Record Office	TP liaising with Record Office.
17.5.18 18.5.23	Thwaite Comm Projects St George’s Hall	<i>See Agenda item</i> Projects Group to make further contact with Thwaite parishioners on future and/or sale of the Hall and/or joint Thwaite/Stoke Ash Village Hall – deferred pending decision re. OSR improvement
18.5.23	Improvements to Old School Room to be pursued via Church Architect, David Wymark.	GL
18.5.23	St George’s Hall woodwork and quinquennial inspection	Deferred.
18.5.23	Ditch clearance – Church Lane, Thwaite	Cllr Pulham to look into work required with local contractor
18.5.23	Hardstanding at OSR	To be carried out summer/autumn 2023.
18.5.23 18.5.23	Trees at St George’s and Allotment land	RM to arrange removal of tree on Allotment field following receipt of a second quotation
18.6.20	Review Emergency Plan	GL, TP, RK & GT. <i>RK reported on a useful meeting with the Local Emergency Planning Officer at MSDC. An emergency plan template had been supplied. The Village Hall had been mentioned as a focal meeting point and rest centre. The draft plan had been sent back to the MSDC emergency officer.</i>
29/9/22	Hill Farm, Huggins Lane – query to P Isbell requesting clarification of ‘controversial without guidelines’ as quoted by MSDC	Chase response from P Isbell. <i>Reply from P Isbell had been received and comments noted – complete.</i>
29/9/22	Allotments, Thwaite – preparation for letting	TP
17/11/22	Road flood at Wash Lane	Clear pipe – TP/GT

16/3/23	Wash Lane ownership – procedure and possible costs	GT.
18/5/23	Preparation of Village Welcome Pack	VL – progressing
20/7/23	Inform church grasscutter not to use ride-on equipment on public highway	GL – <i>complete</i> .

7. To consider Planning Applications for recommendation to MSDC

1. DC/23/03701: Coppins Cottage, Clay Lane, Stoke Ash – Listed Building Consent – siting boiler to rear kitchen. Application supported

8. Planning Decisions received from MSDC

1. DC/23/00303: Rose Cottage, Church Lane, Thwaite - Discharge of Conditions Application for DC/22/03373 - Condition 12 (Windows and Doors). MSDC Part Approved

9. Planning correspondence – copy email between District Cllr Weller and a parishioner had been received and circulated to parish councillors. Deferred pending arrival of District Cllr Weller.

10. Neighbourhood Watch report

Cllr Kember reported parishioners should be alerted to security of oil tanks. Cllr Leggett would include a note in the parish magazine. Further complaints had been received regarding disturbances at the holidays lets in Stoke Ash Street. Residents had been informed it was important to keep a record of date and times of disturbances and they had been supplied with diaries to encourage this. Cllr Tancred reported he had spoken to the landlord and contacted the police. Cllr Kember stated the prosecuting authority for these types of incidents was Environmental Health at MSDC. An officer would attend if a complaint was made, it was important therefore that incidents were recorded. The Chair stated the Parish Council would do all that it could to support residents.

11. Thwaite Community Projects Group

1. Ditch Clearance – Church Lane, Thwaite – to consider work and quotation/s.
There had been difficulty finding a company to provide a quote. Further enquiries to be made.
2. Hardstanding next Old School Room, Thwaite – deferred to next meeting.
3. St George’s Hall – report on future of the Hall
Cllr Leggett reported he was in contact with the Diocese solicitor regarding ownership of the land including mapping of the burial area at the front of the Hall. Deferred until clarification received.
Cllr Kember reported a burial had recently taken place outside the area that appeared to be owned by the Church of England. Cllr Mrs Maisey now had a map of numbered burial plots.
4. St George’s Hall inspection and woodwork report and improvements to Old School Room – deferred pending decision on future of the Hall
5. Report on Allotment Lettings 2023-24 – Cllr Kember reported two apple trees on allotment land were overgrown and the grass was very high. The Chair stated he would cut the grass and prune the apple trees during October/November.
6. Report on work to tree on Allotment land
Cllr Maisey reported a verbal quote had been obtained. A further written quote would be obtained.

District Cllr Weller arrived 8.04pm

County Cllr Stringer arrived 8.09pm

Item 3:

District Council report – Cllr Weller went through his written report (copy attached to the Minutes). Queries raised included the possibility of the grants mentioned being available for improvements to the Village Hall and Old School Room. Cllr Weller stated he would make enquiries at MSDC.

County Council – Cllr Stringer presented his written report (copy attached to the Minutes). A query was raised regarding the current enforcement action on mobile properties on Mendlesham/Brockford Road. Cllr Stringer explained temporary permission had been granted pending MSDC identifying gypsy/traveller sites in its Local Plan.

Parishioners and Public

Roman Way - A resident raised concerns over delivery driver parking in her drive which was the only official drive having a dropped kerb access. The delivery drivers were using the drive everyday blocking the entrance resulting in some verbal abuse when asked to move. The resident had reported the incidents to the delivery companies concerned. Suffolk CC Highways had been asked to provide a white line but stated that they would not be enforceable and the obstruction should be reported to the police. MSDC had also been contacted without

assistance for a solution. Cllr Stringer stated incidents of obstruction and verbal abuse were a police matter and the resident should keep a record and photographs and continue reporting to the police. Cllr Weller suggested the resident continued to report incidents to delivery companies. The chair stated the Parish Council had every sympathy concerning the issue and if no response was received via the usual police reporting channels the incidents should be reported to the Police and Crime Commissioner T Passmore.

Hill Farm – a resident raised the following queries (1) with regard to the applications for change of use of the agricultural building to a dance hall/wedding venue: why the application was not ‘called in’? why was NPPF 174 and 185 ignored? why parishioners’ voiced concerns were ignored?

(2) during the spring a large amount of ditch piping work had been carried out that appeared to have caused disturbance to a great crested newt habitat. The resident had reported this to MSDC but no action taken. The Chair stated a recent email regarding the infilling of a ditch and reported disturbance of great crested newt habitat dated 18 & 19 September 2023 between the resident and District Cllr Weller had been received and circulated to councillors for information. Further emails between the resident and the District Councillor ensued regarding the complaint and a map had been supplied to Cllr Weller. The District Cllr stated he would require planning officer reports and comments before being in a position to respond, these had been forwarded to the Chair and Vice Chairman for information.

A lengthy discussion followed between the parishioner, District & County Councillors and Parish Council as to whether the action was illegal and the way it was being dealt with. The resident stated rural police had attended but no report received.

The resident stated he was at the meeting to request Parish Council support. The Chair stated the Parish Council would support any action that was unlawful but that all persons involved should now allow the District Cllr and Planning/Enforcement officers to investigate and report their findings. In the meantime any further activity should be reported to the police and Cllr Weller stated he would follow up for a report on the police visit already made.

12. Wash Lane report

Cllr Tancred stated there was no further report on ownership at present. Suffolk Wildlife Trust had advised how to treat the lane on the basis of a seven-year wildlife plan

13. To consider a Stoke Ash & Thwaite Neighbourhood Plan and/or lighter touch Plan – deferred to next meeting.

14. Finance

1. To consider s.137 donation requests – none received.

2. To consider for approval Asset Register 2023-24

The document had been circulated to councillors prior to the meeting, no queries were raised. Cllr Tancred proposed adoption of the asset register, seconded Cllr Mrs Lane – unanimously agreed.

3. To consider for approval Insurance Renewal documents 2023-24

The renewal documents had been circulated to councillors prior to the meeting. No queries were raised. Cllr R Maisey proposed acceptance of the renewal documents and annual premium, seconded Cllr Mrs Maisey – unanimously agreed.

4. Accounts for Payment

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/Decided	Ch no.
21/9/23	SALC	Internal Audit fee 22/23	£213.00	£42.60	£255.60	Agreed	100583
21/9/23	MSDC	Election charges May 2023	£135.92	-	£135.92	Agreed	100584
21/9/23	Zurich Insurance	Annual renewal premium 23-24	£741.62	-	£741.62	Agreed	100585
21/9/23	Clerk	Sal/expenses July- Sept 23	£704.25	-	£704.25	Agreed	100586
21/9/23	Stoke Ash VH	Hire charges Jan 23 – March 24	£132.00	-	£132.00	Agreed	100587
14/8/23	Wave (AW)	Old School Room - Water charges Feb- July 23	£35.04	-	£35.04	Agreed	100300
15/9/23	E.on	OSR Electricity	£20.64	-	£20.64	Agreed	100301

21/9/23	Cllr G Tancred	Holiday let disturbances – dairies	£4.80	-	£4.80	Agreed	100588
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Cllr Leggett proposed payment of the above, seconded Cllr Mrs Lane – unanimously agreed.

Receipts: 21/9/23 – sale of Coronation medals - £15.00

11/9/23 – MSDC second precept payment £6,237.00

4/9/23 – Barclays Bank interest June – Sept 23 £25.52

Bank reconciliation at 14/9/23 was presented to the meeting – balance £19,984.15

5. Finance Working Group report

The Chair reported on the Finance Working Group meeting held 15 September 2023 attended by Cllrs Leggett, Pulham, Mrs Maisey and the Clerk. A report on the meeting had been circulated to councillors as follows:

The Council’s bank accounts currently stood at £4196.26 Community account and £15787.89 Business Premium Account, a total of £19984.15. Thwaite Projects Group account stood at £4940.62. Cllrs R and Mrs Maisey were thanked for their work with the Thwaite Lottery. The Cil monies had been used on village projects within the time scale. Application could be made to the MSDC Cil fund for village projects, the next round being May 2024. The group discussed Stoke Ash Village Hall and the Old School Room under this item.

A draft precept proposal would be prepared for consideration at the November meeting and the group was keen to look into setting up online banking.

Internal Audit Report 2022-23 – the report had been circulated to all councillors. The Working Group had been through the report. The Cil annual return had been received from MSDC in time for completion at the July 2023 Parish Council meeting. This had been agreed and uploaded to the website. Cllr Kember proposed acceptance of the report, seconded Cllr Mrs Maisey – unanimously agreed.

15. **To consider for adoption the following Policy documents 2023-24**

1. Annual Risk Assessment 2023-24 – the Risk Assessment document had been circulated prior to the meeting. No queries were raised. Cllr Tancred proposed adoption of the document, seconded Cllr Mrs Lane – unanimously agreed.
2. GDPR documents 23-24 – the three documents covering the council’s GDPR regulations had been circulated prior to the meeting. No queries were raised. Cllr Tancred proposed adoption of the documents, seconded Cllr Kember – unanimously agreed.

16. **Clerk’s report/correspondence** – none.

17. **Chair’s report** – the Chair stated regarding the item raised during the public session concerning Hill Farm ditch piping work and the series of emails between District Cllr Weller and a resident copied to the clerk/chair/vice chair, as stated in the public session, Cllr Weller would be in contact with the resident following receipt of investigations with planning officers.

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

The Street, Stoke Ash – Cllr Mrs Lane enquired whether it would be possible to impose a 20mph speed limit in The Street, some surrounding villages appeared to have been successful in obtaining the limit. Cllr Stringer stated some villages had 20’s Plenty signs, these were advisory and not enforceable. To obtain a 20mph speed limit, application would need to be made to County Highways with data and evidence backing the application.

19. **Date of next meeting: Thursday 16 November 2023, 7.30pm at Stoke Ash Village Hall**

Meeting closed 9.50pm

Signed:

Chairman

Date:

Summary of Action points

7.5.19	Stoke Ash PC vacancies	Currently 3 vacancies – <i>advertised in parish magazine.</i>
17.5.18	Storage of PC documents at Ipswich Record Office	TP liaising with Record Office.
17.5.18	Thwaite Comm Projects	<i>See Agenda item</i>

18.5.23	St George's Hall	Projects Group to make further contact with Thwaite parishioners on future and/or sale of the Hall and/or joint Thwaite/Stoke Ash Village Hall – deferred pending decision re. OSR improvement
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29/9/22	Allotments, Thwaite – preparation for letting.	TP
21/9/23	Fruit tree pruning	TP
17/11/22	Road flood at Wash Lane	Clear pipe – TP/GT
16/3/23	Wash Lane ownership – procedure and possible costs	GT (<i>agenda item</i>)
18/5/23	Preparation of Village Welcome Pack	VL – progressing
21/9/23	Availability of grant funding – Stoke Ash VH & Thwaite OSR	District Cllr Weller.

Mid Suffolk District Councillor's Report – Stoke Ash & Thwaite Parish Council (September 2023)

Joint Local Plan	The Planning Inspectorate have reported positively on its examination of MSDC's Joint Local Plan – the blueprint for future development across the district until 2037, providing clarity for communities and developers. The plan includes policies to tackle key social, economic and environment issues, and provides a guide to future planning decisions. Having passed scrutiny the JLP is expected to be tabled at both Councils for approval in November.
Pride in Your Place	The Pride in Your Place campaign was launched last month with the aim to clean-up neighbourhoods, build community pride and tackle the doorstep issues that voters say matter to them. Under the funding scheme, parishes with a population over 1,500 are eligible to apply for up to £400 in funding. Applications can also be made by voluntary, community and social enterprises with support from their local town or parish council.

	They must be received by the council by 31 October 2023 and awards and payments will be made within 21 days of receipt of an eligible application.
MSDC Grants	<p>Some upcoming deadlines for MSDC’s community grants programme:</p> <ul style="list-style-type: none"> ○ Community development grants of up to £20,000 can be used for both capital and revenue costs for local initiatives and activities, where gaps have been identified. Applications for the next round close 31 October 2023. ○ Capital grants to help community groups to make repairs and improvements to village halls, play areas etc. Awards are up to £10,000, covering up to 100% of the project cost. Applications close: <u>1 October 2023</u>. ○ The Locality Award – from £250 for projects with demonstrable benefit for communities. Parish Councils, Clubs and Community Groups may apply (with reference to District Councillor to support application). <p>Grant Officers can provide information and advice to groups wishing to apply for these funds. Details of these and other funds can be found here: https://www.midsuffolk.gov.uk/communities/grants-and-funding/babergh-and-mid-suffolk-district-council-funding/</p>
New Business Grants	Businesses can benefit from grants from the Rural England Prosperity Fund (REPF). Mid Suffolk District Council is allocated £821,658 (over two years). Grants between £5,000 - £10,000 per application can fund a maximum of 50% of total project costs up to the maximum value of £10,000. Eligible projects include net-zero developments, agriculture and farm diversification, visitor economy business expansion, active travel initiatives as well as SME investment and diversification or investment in community facilities (e.g. hubs/cafes) in our rural areas.
A140 Closures	On Sundays 8, 15 and 22 October 2023 there will be road closures along the A140 from the junction with A14 to Eye Airfield to facilitate delivery of heavy plant to the Progress Power (Drax) Station. Further details of diversions will follow.

Tim Weller, District Councillor – Palgrave Ward tim.weller@midsuffolk.gov.uk Mobile 07928 512586	For Mid Suffolk District Council information: www.midsuffolk.gov.uk or phone 0300 123 4000
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County Councillor Report – September 2023

Pylon plan not supported by SCC

Suffolk County Council is objecting the latest proposals by the National Grid to install 114 miles of electricity pylons across the county as part of the “Norwich to Tilbury” project. A number of objections have been raised about the 33 mile stretch of the new works which would run through Suffolk, which includes installing a stretch of cabling under the Dedham Vale Area of Outstanding Natural Beauty. The council is continuing to press for an offshore solution to be fully researched and considered.

Onshore facility proposal for Suffolk Coast

Suffolk County Council was disappointed to learn that the LionLink interconnector project from National Grid Ventures has identified an alternative landfall at Walberswick, with cable routing making its way to the north of Southwold.

The Lionlink project aims to connect multiple offshore wind farms in the North Sea, instead of individual wind farms connecting one by one to the shore. The project is a joint venture between the UK and the Netherlands, supplying energy to both countries.

The Council will study the details of the new proposals, and will prepare its response to the National Grid's second public consultation, which opens on 8 September.

New Fire and Rescue Service Training Centre

The Suffolk Fire and Rescue Training Centre at Wattisham has had a £1.3m upgrade and was formally opened on 24 August. This includes a new tactical firefighting facility to simulate incidents firefighters may be faced with and help them prepare for the dangerous work they undertake in the community.

R.A.A.C

In the last few days we have all become familiar with Reinforced Autoclaved Aerated Concrete, R.A.A.C. In Suffolk, 4 schools are confirmed as being affected (East Bergholt High, Hadleigh High, and Claydon High and Stowupland High) remedial works had already taken place in 3 other affected schools, with Bacton Middle School already demolished. The affected structures in Stowupland High School are limited in number, so the High school remains open and able to fully function on site.

Public views sought over improvements to A140

Residents are being invited to have their say on ways to improve road safety and traffic flow on the A140.

Suffolk County Council has identified three junctions on the A140 – the Thornham Magna junction, the A1120 Earl Stonham junction, and the A140/B1078 junction, which also connects to the A14 – as pinch-point areas that may benefit from improvement.

The assessments show that these junctions are likely to suffer from increasing traffic congestion and associated road safety problems in the future.

Analysis has also shown that they lack sufficient infrastructure for active travel and passenger transport.

With these concerns in mind, the county council is seeking the public's feedback to inform future bids for funding from the Department of Transport to improve the junctions.

A public survey has launched today and will run for six weeks, closing on Sunday 15 October. More information and a link to the survey can be found at www.suffolk.gov.uk/a140

Support for Ukrainian refugees moving to private rented accommodation

In May, Suffolk County Council announced a one-off £2,000 support grant for Ukrainian refugees moving on from their host into their own accommodation.

The Independent Living Payment is available to any Ukrainian refugees moving into private rented accommodation after 1 April 2023. Guests must have been living in Suffolk for a minimum of two months and be registered on the Suffolk Homes for Ukraine scheme to be eligible for the payment. This funding can be used for any associated housing costs, including furniture, moving costs or travel to work. The support can be used towards accommodation which is furnished or unfurnished, and accommodation can be in Suffolk or out of county.

Ukrainian guests can apply for the Independent Living Payment and completing the application form on the Suffolk County Council website:

<https://www.suffolk.gov.uk/community-and-safety/communities/community-engagement/support-for-refugees/support-for-ukraine/ukraine-information-for-guests>

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Instagram - https://www.instagram.com/suffolkqli_group/

Facebook - [Suffolk GLI - Green, Liberal Democrat & Independent Group | Facebook](#)

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

Cost of Living help and advice:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/family.page?familychannel=6>

Benefits advice and support:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/adult.page?adultchannel=0>