

**STOKE ASH & THWAITE PARISH COUNCIL**  
**Minutes of the virtual meeting held Friday 23 April 2021 at 7.30pm**

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

1. **Apologies for absence** – Cllr Kember would join the meeting after 8pm.
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>  
County Council – Cllr Stringer presented his written report (copy attached to the Minutes).  
District Council – Cllr Burn presented his written report (copy attached to the Minutes).  
Parishioners and Public:  
Sectioned off areas of green verges – a member of the parish queried the red and white tape barriers at the village hall green. He stated the tape and poles had become untidy and asked whether there were plans to remove the tape or replace with suitable planting. The Chairman stated the tape would remain in place until the green had recovered from damage caused by unauthorized parking on the green. Planting could be considered and would be included for consideration as a future agenda item.
4. **To consider for approval Minutes of meeting held 18 March 2021**  
 Cllr Leggett proposed acceptance of the Minutes, seconded Cllr Fleming and unanimously agreed.
5. **Matters arising from the Minutes for report**

May 2019	PC vacancy	The Stoke Ash vacancy continued to be reported in the parish magazine.
17.5.18	Damaged road signs A140	Reported via Suffolk CC Highways website reporting tool. Action still pending.
23.11.17	Red telephone kiosk	Cllr Tancred reported maintenance and repainting would be carried out shortly.
17.5.18	Storage of PC documents at Ipswich Record Office	Deferred pending record office move
18.1.18	Wash Lane maintenance: Bridge – return boundary to its original condition, ie piping and fill in ditch Remove tree stumps Winter Maintenance/strim. Collect dead wood & burn	<b>See agenda item</b>  PM PM PM & MF
17.5.18	Thwaite Comm Projects St George's Hall  St George's Bring & Buy Sale  Review allotment boundaries and mark pathways A future joint Community Hall	<b>See Agenda item</b> 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 Obtain Stoke Ash VH committee view. MF. Deferred due to lockdown restrictions.
18.3.21	Lawn mower maintenance	TP
18.3.21	St George's Hall – check for woodworm	TP
17.5.18	Speeding through both villages – distribution of high viz vests to dog walkers/pedestrians and publicity	<b>Agenda item</b>
20.9.18	Grit Bins: Replace small bin at A140 junction opposite primary school with larger bin Replace grit in bins at : A140/Church Lane, opposite Stoke Hall and at Village Hall	Deferred to 2021/22  Refill request had been made to Suffolk CC
15/11/18	PIIP's – identify items of community expenditure from Cil award. Parishioners views on joint village hall	<b>Agenda item</b> Progress quote for stock fencing on rear boundary of Playing Field – GL

	or retain separate halls New waste bins for village hall	Deferred pending survey
30.5.19	Monitor road edge – The Street, SA	All councillors. Monitoring extended to whole of both parishes.
18.7.19	Play equipment/play surface grant funding Tyre maintenance Bark chippings Annual Play inspection report	<b>Agenda item.</b> Grant funding with MSDC – Finance Group  PM MF Re-circulate report. Low risk items to be monitored. PM to deal with molehills.
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 – Parishioners request for stickers to contact VL Thwaite NW roadway signs	<b>Agenda item</b>  Complete Complete
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
20.8.20	Stoke Ash Parish Notice Board repair	Replace Perspex - Complete. Thanks were recorded to the Chairman for carrying out the remedial work.
17.12.20	Roman Way – parking on public grassed areas	MSDC looking at measures to prevent parking on green public spaces, this would involve developing a policy and enforcement of legal powers. Awaiting response from MSDC.
21.1.21	Damaged highway verges	AS looking into Weight Restriction/Unsuitable for HGV signs and protocol for diversions from A140 with County Highways. Cllr Stringer reported he had received an unsatisfactory response from County Highways – the response stated Highways were unable to consider introducing restrictions at the moment. Cllr Stringer had asked for this to be re-considered.
21.1.21	Comm Litter Pick to be considered following easing of lockdown restrictions	Thanks were recorded to the individual families that had carried out litter picks. Members believed it was too late in the year to carry out a community litter pick – complete.

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

- DC/21/01589: Oak Cottage, 144 The Street, Stoke Ash – erection of one single storey disabled friendly holiday let

The application details had been circulated to members prior to the meeting. Having viewed the application, the Chairman began discussion of this item by asking councillors whether or not they were in favour of the proposal. The Parish Council members were unanimously against the proposal. The chairman stated there had been a number of excellent letters from parishioners sent to the planning authority objecting to the proposal (these were available to view on the MSDC Planning website) and he suggested, with the approval of those parishioners present, that the parish council formulated its response using some of the comments made by them.

**The Chairman opened the meeting to the public.** The Chairman thanked parishioners for their comments sent to MSDC and asked whether they would be agreeable to use of comments made in their

objections, particularly focusing on elements of the application which contravened the MSDC Local Plan. Parishioners were all in favour of the Chairman's suggestion.

***Cllr Kember joined the meeting at 8.03pm***

A parishioner reported the deadline date for response by parishioners had been extended to 5 May 2021.

District Cllr Burn stated he had received some emails from parishioners objecting to the application. He stressed that these should also be sent direct by parishioners to the Planning Officer at MSDC. Cllr Burn also confirmed he had given notice to the Planning Officer dealing with the application that he would prefer the application to go to the Planning Committee rather than be dealt with by a planning officer.

***The meeting was closed to the public***

Cllr Kember confirmed he was opposed to the proposal on the grounds it was contrary to a number of provisions in the MSDC Local Plan.

Parish council members unanimously supported parishioners views and a recommendation of refusal was unanimously agreed on the grounds the proposal was totally inappropriate for the proposed location due to its impact on existing residential amenities, inadequate car parking, the restricted vehicular access to the site from The Street, the impact on wildlife and existing landscape setting, the proposal was not sustainable and was against a number of provisions in the MSDC Local Plan.

Cllr Mrs Lane would prepare a response on behalf of the Parish Council. This would be circulated for approval prior to submission to MSDC Planning.

2. DC/21/01590: Oak Cottage, 144 The Street, Stoke Ash – application for listed building consent – erection of one single storey disabled friendly holiday let.

Parish Council members expressed concerns the proposal was within the curtilage of a listed building and the impact this would have on the listed property and its setting. On heritage grounds members were unanimously opposed to the proposal in addition to those specified in DC/21/01589 above. Cllr Mrs Lane to prepare a response recommending refusal on behalf of the Parish Council.

3. DC/21/02002: 158 The Street, Stoke Ash – application for listed building consent – repair works to roof and interior following fire damage as per Design and Access/Heritage Statement. A recommendation of approval was unanimously agreed with a request that the exterior work and materials corresponded with the adjoining property no. 157 The Street.

4. DC/21/02227: 158 the Street, Stoke Ash – repair works to roof (following fire damage). A recommendation of approval was unanimously agreed with a request that the work and materials corresponded with the adjoining property no. 157 The Street

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

8. **Planning correspondence** – none.

9. **Proposed Affordable Housing Scheme** – no report.

10. **Neighbourhood Watch report**

Cllr Mrs Lane reported there had been no further issues with regard to the holiday lets used during lockdown. The police had been alerted and they had dealt with the situation.

Cllr Kember had arranged for the signs to be put up in Thwaite and stickers had been supplied to parishioners requesting them.

Tool thefts from garden sheds, dog thefts and internet scams would be dealt with in the next parish newsletter.

11. **MSDC Cil Award:**

1. Proposed Stock fencing at Stoke Ash Village Hall playing field east boundary.

Cllr Leggett reported work should start during May. The materials would be ordered when the start date was known.

2. Additional Play Equipment – deferred due to restrictions

3. To consider provision of new waste bins for Stoke Ash VH Green.

The existing bins were rusty inside. It was believed new bins would be a good incentive for the start of a litter campaign. Cllr Fleming would obtain a quote for 3 new litter bins.

It was reported a Stoke Ash family had today been out on a village litter pick in Stoke Ash.

4. To consider additional items of expenditure from Cil funding:

Water supply to Thwaite allotments – Cllr Mrs Maisey stated there was currently no need for a water supply to the allotments. Item to be removed from the agenda.

12. **Thwaite Community Projects Group**

1. Report on allotment review and mapping. Cllr Mrs Maisey reported the group had started to mark the allotment boundaries. The Group were still reviewing use of the allotments as although rents

were paid not all were cultivated and some tenants had stated they had a previous agreement with the Projects Group that they were not bound to cultivate them. Cllr Pulham would check this with the previous chairman of the Group.

2. To consider quotation for St George's Hall insurance with CAS. Cllr Leggett recommended leaving the insurance cover with Zurich pending resolution of the woodworm issue. Recommendation accepted.
3. Report on St George's Hall woodwork. Cllr Pulham had received a report from the pest control company regarding the condition of the woodwork. He reported there was evidence of woodworm and deathwatch beetle in St Georges and the common furniture beetle in the Old School Room. Cllr Pulham would speak to English Heritage with regard to the work required before circulating the report.
4. Any other items for report  
Portable wc and marquee – it was agreed these items be added to the Parish Council asset register.  
Charity Trustee – Cllr Leggett stated individual councillors were not personally responsible for management of the Charity – the parish council as a body was the governing Trustee.  
Ride-on lawn mower – Cllr Pulham reported he had given the go ahead for the lawn mower service.  
Summer Concert – Cllr Mrs Maisey reported she had been contacted by a cellist aiming to play her cello in Suffolk churches and she would like to play in St George's. Cllr Mrs Maisey had replied to the lady that a concert would be possible when covid restrictions had been lifted. Cllr Stringer stated he would be able to supply a sound system if required.

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

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

1. To consider Play Area annual inspection report. There were some minor items to be dealt with, ie removal of mole hills which would be dealt with by the Chairman and cleaning some items. This work would be carried out shortly. It was agreed the inspection report could be removed from the agenda. The minor items would be monitored by the Village Hall committee.
2. To consider additional play equipment with PC contribution – deferred pending VH Comm Meeting

**15. Wash Lane**

1. Report on proposed piping and infill of boundary ditch – the Chairman was looking into a suitable method for piping the ditch.
2. Maintenance (tree stump removal and strimming). The lane had been strimmed and tree stumps removed. Members recorded thanks to the Chairman for carrying out the work.

**16. Report on use of High Viz vests**

Cllr Leggett had given out two vests in Stoke Ash but had received no further requests. Cllr Pulham had given out two in Thwaite. It was suggested their availability was posted on the village facebook page.

**17. Report on Easter Quackers event**

Cllr Tancred reported the event had been very successful, families from both villages had taken part in the competitions. The event was just under budget at £106.00. Thanks were recorded to Mr Clive Stevens for providing the use of his jeep, to Cllrs R and Mrs Maisey for delivering chocolates to children in Thwaite, to Cllr Fleming for taking the part of Dave Duck and Cllr Leggett for the posters and maps. The Chairman recorded thanks to Cllr Tancred for organising the event and all others involved, it had been very well received in both villages.

**18. Finance**

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

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/Decld	Ch no.
23/4/21	Cllr G Tancred	Easter Quackers expenses – reimbursement	£106.79	-	£106.79	Agreed	100489
23/4/21	SALC	Annual subscription 2021-22	£190.07	-	£190.07	Agreed	100490
23/4/21	Clerk	Sal-expen Mar-April 2021	£341.94	-	£341.94	Agreed	100491

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

**3. Finance report**

1. To consider for approval Parish Council year-end accounts 31.3.21. The year-end accounts and bank reconciliation at 31.3.21 had been circulated prior to the meeting. These showed a year-end balance of £13,324.64 including allocated reserves of approx. £6663.00. No queries were raised.

Cllr Mrs Maisey proposed adoption of the documents, seconded Cllr R Maisey and unanimously agreed.

2. To consider for approval Thwaite Community Projects Group year-end accounts 31.3.21. The year-end accounts including bank reconciliation at 31.3.21 had been circulated prior to the meeting. The accounts showed a year-end balance of £5,264.69, a slight increase on last year and included income of £900.00 from the Lottery Club. The Chairman stated it was pleasing to see the income received from the Lottery Club and thanks were recorded to Cllrs R and Mrs Maisey for running and managing the club. Cllr Pulham proposed adoption of the accounts, seconded Cllr Leggett and unanimously agreed.
3. AGAR (Annual Governance & Accountability Return) documents for consideration and approval for year ending 31.3.21:
  - (a) Certificate of Exemption from limited assurance review 2020/21 under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 – gross income and expenditure did not exceed £25,000.
  - (b) Annual Governance Statement 2020/21
  - (c) Annual Accounting Statement 2020/21The above documents had been circulated to members prior to the meeting. The Parish Council met the criteria for the Certificate of Exemption. Members went through the Annual Governance Statement 2020/21, all questions 1 – 9 were answered ‘Yes’. The balances in the accounting statement agreed. Cllr Pulham proposed adoption of the above documents, seconded Cllr Leggett and agreed.

**19. To consider arrangements for return to Parish Council live meetings**

Following the Government’s recent decision not to extend remote meeting powers after the 7 May 2021, parish and town councils were to return to live meetings from 17 May 2021. Members agreed all meetings would need to be held at Stoke Ash Village Hall for the time being, the Old School Room being too small to enable social distancing. Cll Fleming confirmed Stoke Ash village hall could accommodate meetings and the hall would be covid compliant although there could be some restriction on numbers attending due to distancing requirements.

**20. Clerk’s report/correspondence**

A request had been received from a parishioner for a white line to be painted on a section of the road in The Street, Stoke Ash, the section incorporating the layby opposite the ex telephone kiosk, to delineate the edge of the road. This suggestion had been made due to larger vehicles, mainly the school bus and service vehicles having difficulty passing through that section of road due to cars parked in the layby.

The ditch running alongside the layby was raised and there was a further suggestion from councillors that the ditch was piped and filled in to increase the room for parking in the layby to remove any obstruction of the road.

It was agreed this item would need to be included on the next agenda for further consideration. In the meantime Cllr Leggett would speak to the landowner regarding the possibility of piping the ditch.

**21. Chairman’s report**

The Chairman was pleased to report that Hill Farm, Stoke Ash was to have a defibrillator installed and would be available for use by parishioners in both villages. The equipment was suitable for use by adults and children and training would be available free of charge during June.

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

Ex telephone kiosk – Cllr Tancred stated he would shortly carry out the repainting of the kiosk. He anticipated it would cost no more than £80 for the paint and materials. Cllr Fleming proposed approval of expenditure to that sum, seconded Cllr Leggett and agreed.

**23. Date of next meeting/s:**

**Stoke Ash Annual Parish Meeting – Thursday 20 May 2021 at 7.30pm**

**Thwaite Annual Parish Meeting – Thursday 27 May 2021 at 7.30pm**

**Stoke Ash & Thwaite Annual Parish Council meeting- Thursday 20 May 2021 at 8pm**

The Chairman thanked everyone for attending and participating in the meeting, including County Cllr Stringer, District Cllr Burn and members of the public.

Meeting closed 9.50pm

Signed:

Chairman

Date:

## Summary of action points:

May 2019	Stoke Ash PC vacancy	The vacancy continued to be reported in the parish magazine.
17.5.18	Damaged road signs A140	Reported via Suffolk CC Highways website reporting tool. Action still pending.
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18.3.21	Lawn mower maintenance	TP
18.3.21	St George's Hall – consult with English Heritage re. woodworm	TP
23.4.21	Use of allotments – agreement not to cultivate.	TP to check arrangement with previous Project chairman.
17.5.18	Speeding through both villages – Distribution of high viz vests to dog walkers/pedestrians and publicity Include availability of High Viz vests on village Facebook	TP/GL
23.4.21		MF
20.9.18	Grit Bins: Replace small bin at A140 junction opposite primary school with larger bin Replace grit in bins at : A140/Church Lane, opposite Stoke Hall and at Village Hall	Deferred to 2021/22  LC
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 New waste bins for village hall	GL Deferred pending survey Quotation for 3 bins - MF
30.5.19	Monitor road edge – The Street, SA	All councillors. Monitoring extended to whole of both parishes.
18.7.19	Play equipment/play surface grant funding Tyre maintenance Bark chippings 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.
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23.4.21	Parking in layby opposite tel kiosk, SA	GL to speak to landowner re. possibility of piping and infilling ditch to extend layby for parking

## County Councillor Report – April 2021

### **LDGI Group motion on carer’s database receives unanimous support**

On March 18<sup>th</sup> the LDGI Group presented a motion designed to improve the county’s support offer for carers. The motion will see the Council working with Suffolk Family Carers to create an opt-in register for carers, who will be offered increased support including advice, signposting to key services, and the option to be consulted on key policies affecting carers. The motion received unanimous support from the Council.

### **Automatic number plate recognition camera project (ANPR)**

Suffolk County Council is working with the police to run a 2-year ANPR camera trial in speeding hot spots across the county. The cameras will be used to help detect and deter speeding offences that have been highlighted in towns and villages and educate drivers on the importance of road safety.

An ANPR camera will be installed at a site where it has been identified by a local council, with support from their county councillor, that there is a problem with speeding and/or rat-running on roads with a 20 or 30mph speed limit. The devices will be moved between sites and will remain in situ for up to one week per site. There is the option of extending this period if needed.

An ANPR device identifies a speeding vehicle by capturing an image of the number plate of the vehicle. Data will then be shared with the Police and the County Council. The County Council will write to the owner of the vehicle on behalf of both parties explaining that their vehicle has been registered as speeding. Repeat offences at a particular location could prompt the deployment of SafeCam (the Police’s enforcement team) and the issuing of fines to those who breach the speed limit. I have registered an interest in this project with all villages in my division that have current SID devices.

### **Freeport East bid successful**

A combined bid from Suffolk and north Essex for a designated freeport has been approved by the Government. Freeport East will have sites at Felixstowe, Harwich and Stowmarket, and could create 13500 jobs over the next ten years. Trade would increase by an estimated 1.3 million tonnes and £66.4m gross value added.

The freeport will operate its own customs zone, allowing businesses to import goods without paying duties until the goods are exported again. This allows for raw materials to be imported, refined into a finish product, and then exported again while only paying one round of customs duties. Part of this Freeport is due to be "Gateway 14" in Stowmarket, this project is being hailed as a huge economic boost, but we need to make sure that any economic benefits filter into our local economy, and that the traffic generated doesn't out-way any economic benefit.

### **Suffolk Inclusive Growth Investment Fund**

As part of the response to the Covid-19 pandemic, Suffolk Public Sector Leaders have established the £1.65m Suffolk Inclusive Growth Investment Fund (SIGIF), with contributions from Suffolk's pooled business rates and New Anglia LEP.

The fund is open to projects which address the significant impact of Covid-19 on Suffolk's businesses, employees, and the local economy. Projects must be sponsored by either a Suffolk local authority and / or the New Anglia LEP. Thus far £367,292 of the money has been allocated to town centre improvements in Babergh and Mid Suffolk, a multi-media improvement hub in Ipswich, and flexible retail 'pods' in West Suffolk. There will be a rolling call for projects with decisions made quarterly (Dec / Mar / June / Sept) – the aim is to have all funding committed by 30 September 2021.

### **£500k for highways improvements near schools**

Locations around schools across Suffolk have benefitted from new road markings and signs, following an investment of £500,000 from the Highways Investment Fund (HIF). The extra funding has been focused on improving the safety of pupils and parents travelling to and from school, refreshing lines and cleaning and repairing signs in and around school zones. 146 locations were identified as requiring new signs to replace those that were damaged or missing. Additionally, 218 areas with faded road markings are receiving a refresh.

### **New sustainable travel website launched**

The Way To Go Suffolk provides information and advice on walking and cycling, public transport, car sharing and electric vehicles. The new website will feature up to date information on how people can travel more sustainably across the county, and will also include support and guidance on how to write a Travel Plan for a Business, School or a New Housing Development.

### **SCC plants 10,000 trees in five months**

100,000 trees have been planted in just five months, since Suffolk County Council committed £228,000 from its Suffolk 2020 Fund to protect biodiversity. The council has been working closely with the farm tenants, The Woodland Trust, Giles Landscapes, The Suffolk Tree Warden Initiative and local communities to ensure that a total of 102,586 saplings have been distributed and planted in the best possible places available over this last winter. This is of the actions I suggested, in my work on the panel that looked at Our County Farms.

### **District Councillor report – April 2021**

#### **ANNOUNCEMENT OF THE DEATH OF THE DUKE OF EDINBURGH**

Last Friday, 4<sup>th</sup> April, the chairmen of both Babergh and Mid Suffolk District Councils sent condolences to Her Majesty the Queen following the announcement that morning of the death of His Royal Highness, The Prince Philip, Duke of Edinburgh.

The news was received with a profound sadness that was felt throughout the whole nation.

Due to Covid restrictions an online book of condolence will be opened for residents to pay their respects and show their love and support for the royal family.

[www.suffolk.gov.uk/condolences](http://www.suffolk.gov.uk/condolences)

The messages of condolence will be gathered together at the end of the period of mourning and developed into a printed version. Please publicise the weblink throughout the parish.

#### **JOINT LOCAL PLAN SUBMITTED FOR EXAMINATION**

It was in 2016 that Babergh and Mid Suffolk councils agreed to prepare a Joint Local Plan that would replace Mid Suffolk's Local Plan of 1998 and its Core Strategy of 2008 and its Focussed Review of 2012. For

some time now it has been difficult to apply the full range of development control policies when determining planning applications because the National Planning Policy Framework has deemed a number of them to be out of date.

A huge amount of work goes into preparing a local plan and you will remember that last November a consultation was launched for the pre-submission version of the Plan. It closed on 24<sup>th</sup> December and since then the planning policy team has been collating the responses and finalising the supporting documents.

I am extremely pleased to be able to tell you that on 31<sup>st</sup> March the final Plan, all the latest consultation responses and the huge evidence base that supports it were submitted to the Planning Inspectorate to undergo its formal examination. The timetable for that is not within our control but the hope is that we will be able to adopt the Plan by this time next year.

It will then become the blueprint for how both districts will balance the delivery of housing growth, the size of which is set by government, important infrastructure and essential employment, while safeguarding our natural and historic environment until 2037.

#### **FUNDING BOOST FOR OUR LEISURE CENTRES**

You may have seen the recent announcement that Government has allocated £100 million to a National Leisure Recovery Fund designed to allow leisure centres to plan reopening with certainty from 12 April for individual socially-distanced use, provided Covid circumstances at that time permit. It forms part of the Government's commitment to 'building back fitter' and will be managed by Sport England.

The allocation will cover 266 local authorities in England who have outsourced, publicly-owned leisure centres and gym facilities. It takes the total Government contribution to local government finance to over £6 billion for the course of the pandemic. Our share will be £375,000. I think this is across both Mid Suffolk and Babergh District councils. Babergh has a couple of leisure facilities and Mid Suffolk also has two, the larger one in Stowmarket and the other in Stradbroke.