

DRAFT

STOKE ASH & THWAITE PARISH COUNCIL

Minutes of the Parish Council meeting held on Thursday 29 September 2022, 7.30pm at the Village Hall, Stoke Ash.

Present: Cllrs P Morris (Chairman), G Leggett, Mrs C Maisey, R Maisey and T Pulham.
County Cllr A Stringer, District Cllr D Burn and two members of the public

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

Apologies for absence had been received and approved from Cllrs R Kember, Mrs V Lane and G Tancred.

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>. Recent reports had stated meetings were being planned by the Chief Constable and Police and Crime Commissioner with members of the public

County Councillor – Cllr Stringer presented his written report – copy attached to the Minutes.

District Councillor – Cllr Burn apologized for being unable to attend previous meetings – these had clashed with other District Council meetings. Cllr Burn presented his written report – copy attached to the Minutes. Queries raised included ways the council could help locally with the cost of living packages. County Cllr Stringer stated there were a number of packages running and he urged councillors to suggest parishioners contact him or Cllr Burn direct regarding any particular issues.

Regarding the warm rooms scheme, it was suggested communities organized social evenings or afternoons to bring parishioners together under one community room roof. Funding was available from the County and District Council for warm room taster events.

Parishioners and Public

A self-build planning issue was raised by the two parishioners present – the couple were referred to Cllr Burn to resolve any outstanding issues.

4. To consider for approval Minutes of the Meeting held 21 July 2022 and Extraordinary Meeting held 15 August 2022

Cllr Mrs Maisey proposed adoption of the Minutes, seconded Cllr Leggett and unanimously agreed.

5. 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 Hall woodwork and quinquennial inspection Ditch clearance – Church Lane, Thwaite Hardstanding at OSR	Questionnaire on future of Hall - Projects Group to report on responses. Deferred pending outcome of parishioner questionnaire Chair to obtain quotation from local contractor Quotation for £750 plus vat. TP offered to complete without charge. To be carried out during the autumn
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	Contribution to Stoke Ash Play Equipment under consideration Pending St George's survey

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	GL pursuing funding with District Councillor
18.6.20	Review Emergency Plan	GL, TP & RK
17.3.22	Holiday lets – Stoke Ash 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	GL/RK RK in contact with MSDC Environmental Health
21.7.22	DCMS Holiday Let consultation – response by 21.9.22	All Councillors - complete

6. To consider Planning Applications for recommendation to MSDC

- DC/22/04071: Junedale, Chapel Lane, Stoke Ash – conversion of an extension to outbuilding to form one Dwelling. A recommendation of support was proposed, seconded and unanimously agreed.
- DC/22/03952: The Walnut Tree, Norwich Road, Thwaite – re-roof main roof and rear extension. Application supported by Parish Council.
- DC/22/03373: Rose Cottage, Church lane, Thwaite – partial rebuild for reinstatement following fire damage to Grade II Listed Cottage. Application supported by Parish Council.

7. Planning Decisions received from MSDC

- DC/22/03372: Rose Cottage, Church Lane, Thwaite – partial rebuild for reinstatement of fire damaged DC/22/03373: Grade II Listed Cottage. Planning Permission & Listed Building Consent Granted.
- APP/3286716: Cousins Barn, Clay Lane, Stoke Ash – demolition of a small existing structure and erection of single storey 2 bedrooomed dwelling. Appeal Dismissed.
- DC/22/01539: 157 The Street, Stoke Ash – Discharge of Conditions Application for DC/20/04856- Condition 3 (Rooflight details), Condition 4 (Repair Works to Chimney), Condition 7 (Extent of Frames and Infill repairs), Condition 8 (Elevation and Section Drawings), Condition 9 (Details through features), Condition 10 (Elevation and Section Drawings), Condition 11 (Material details) . Approved with action required.
- DC/22/03621: Hill Farm, Huggins Lane, Stoke Ash - 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. Prior Approval Given subject to Conditions.
The Decision Notice did not appear to be clear as to whether the Prior Approval application had been granted. Cllrs Burn and Stringer would speak to Planning at MSDC to clarify.

8. Planning correspondence - none.

9. To consider a Stoke Ash & Thwaite Neighbourhood Plan

Cllr Burn stated that although he would not be seeking re-election as a District Councillor at the local council elections next May 2023, he would be willing to advise and assist with the process should the Parish Council decide to go ahead with a Neighbourhood Plan. Grants would be available to fund the cost of a plan. A Working Group would need to be set up comprising of a number of parish councillors and a number of parishioners would need to be recruited to join the group. The decision whether to proceed was deferred to the next meeting. In the meantime parish councillors were encouraged to read the Thorndon Neighbourhood Plan (available online) to obtain an idea of the work involved and content of a plan.

10. Holiday Lets, Stoke Ash – there were no issues to report.

11. Neighbourhood Watch report – no report.

12. MSDC Cil Award: report on current position. This was referred to the Finance Group for discussion at their next finance meeting.

13. Thwaite Community Projects Group

- Ditch Clearance – Church Lane, Thwaite – to consider further quotation

Cllr Pulham had been unable to obtain a further quotation for the clearance work. The Chairman stated he would try to obtain a price from a local contractor.

2. Hardstanding next Old School Room, Thwaite – report on work to date.
Cllr Pulham stated the work would be carried out during the autumn.
3. St George’s Hall village questionnaire report. Cllrs Leggett and Pulham would prepare a summary of the questionnaire responses for consideration at the next meeting.
4. St George’s Hall inspection and woodwork report – deferred pending report on village questionnaire
5. Pedestrian Bridge at St George’s Hall – to consider action required to rotted handrail and lose middle plank on bridge. Cllrs Pulham and R Maisey would look into the cost of carrying out repairs. Pending repair the bridge would be closed.
6. Report on Allotment Agreements and Rentals 2022-23 – Cllr Pulham was in the process of preparing the plots for letting.

14. Lunch Club report

Cllr Leggett reported attendance was good with an average of 30 parishioners attending monthly. The November lunch would be the Christmas event and it was anticipated approximately 40 parishioners would attend. Cllr Leggett was in the process of applying to District Cllr Burn for funding from his Locality Budget towards the cost of the lunches for 2022-23

15. Stoke Ash & Thwaite Parish Magazine – report on editorial arrangements

It was reported Mr Ken Smith had retired from his role as editor of the magazine. Mr L Coe had also retired from his advertising role. On behalf of Stoke Ash and Thwaite communities thanks were recorded to Mr Smith and Mr Coe for all their work with the magazine over many years.

Pending replacement of the editor and advertising manager Cllr Leggett offered to continue running the magazine. Thanks were recorded to Cllr Leggett for his generous offer.

It was suggested parish councillors encouraged more parishioners to submit articles for the magazine.

16. Stoke Ash VH Play and Exercise equipment report

1. Provision of Notice Board – Cllr Pulham reported installation of the notice board would take place over the autumn.

17. Wash Lane report

The Chairman reported the lane would be cleared during the autumn.

18. Parish Council Insurance – to review renewal documents 2022-23

The renewal documents had been circulated to all councillors prior to the meeting. The renewal premium payable 1 October 2022 totalled £710.01. Cllr Pulham proposed renewal of the cover as set out in the renewal documentation, seconded Cllr Mrs Maisey and unanimously agreed.

19. Finance

1. To consider s.137 donation requests – none received.
2. Platinum Celebrations 2022 – report on distribution of funding. Following the report at the July 2022 meeting on the balance of funds remaining from the event (£2024.05) it had been agreed at the July meeting that £1500 and £500 respectively would be donated to Stoke Ash Village Hall and Thwaite Community Projects Group.

3. Accounts for Payment

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/Decld	Ch no.
29/9/22	Zurich Insurance	Annual Insurance renewal	£710.01	-	£710.01	Agreed	100530
29/9/22	Clerk	Sal-expen July – Sept incl extra mtg	£564.27	-	£564.27	Agreed	100531
29/9/22	Stoke Ash VH	Parish Council hire of hall – Mar – July 22	£58.50	-	£58.50	Agreed	100532
29/9/22	Stoke Ash VH	Platinum event donation	£1500.00	-	£1500.00	Agreed	100561
29/9/22	Thwaite Comm Projects Group	Platinum event donation	£500.00	-	£500.00	Agreed	100562

29/9/22	Birketts LLP	Advice re. Hill Farm Prior Approval application	£2000.00	£500.00	£2,500.00	Agreed	100563
29/9/22	E.ON Next	OSR July – Sept 22	£27.45	-	£27.45	Agreed	100290
29/9/22	Wave	OSR Water Jan-July 22	£24.25	-	£24.25	Agreed	200291

Cllr Pulham proposed and R Maisey seconded payment of the invoice from Birketts LLP – unanimously agreed

Cllr Pulham proposed, seconded Cllr Mrs Maisey payment of the remaining Parish Council items - unanimously agreed.

Cllr Leggett proposed, seconded Cllr Pulham, payment of the E.On and Wave invoices – unanimously agreed.

4. Finance

Bank balances at 29 September 2022 were as follows:

SA&T Community Account: £886.66
SA&T Business Premium a/c: £19,837.93
Thwaite Projects a/c: £6,228.20

Receipts SA&T:

1.8.22 – HMRC vat refund - £145.31
5.9.22 – Barclays interest June-Sept 22 - £5.22
12.9.22 – MSDC second half precept - £3,455.49

Receipts Thwaite:

12.9.22 – resident donation £50.00
16.9.22 – resident donation £50.00
16.9.22 – St George’s fundraiser £355.58

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

Both documents had been circulated to councillors for review prior to the meeting. No queries were raised.

1. Risk Management 2022-23 – Cllr Mrs Maisey proposed adoption of the Risk Management controls 2022-23, seconded Cllr R Maisey and unanimously agreed.
2. GDPR 2022-23 – Cllr Pulham proposed adoption of the GDPR policy documents 2022-23, seconded Cllr Mrs Maisey and unanimously agreed.

21. **Clerk’s report/correspondence**

It was reported two parishioners had expressed an interest in attending a CPR course for parishioners. It was suggested a further course was organized for Spring 2023.

22. **Chairman’s report** – none.

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

Brockford Road – a query was raised concerning the current position regarding the Planning Appeals along Brockford Road. Cllr Stringer explained the Planning Inspector had given temporary permissions for 18 months. In the meantime MSDC would need to review its Gypsy and Traveller sites.

24. **Date of next meeting: Thursday 17 November 2022, 7.30pm at the Village Hall, Stoke Ash**

Meeting closed: 9.30pm

Signed:

Chairman

Date:

Summary of action points from the meeting:

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21.7.22	DCMS Holiday Let consultation – response by 21.9.22	All Councillors - complete
29/9/22	Hill Farm, Huggins Lane	Clarify planning decision – DB/AS
29/9/22	St George's Thwaite – pedestrian bridge – repairs to rotted upright on handrail and replacement plank	TP/RM to close bridge pending repairs
29/9/22	Allotments, Thwaite – preparation for letting	TP
29/9/22	CPR Course – arrange for Spring 2023	LC

County Councillor report 29.9.22

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/>

For information on supporting Ukrainian refugees in Suffolk, email: refugeesupport@suffolk.gov.uk or ukrainesupport@communityactionsuffolk.org.uk

Queen Elizabeth II

Following the sad loss of the Queen, in my role as a County Councillor, I attended the Proclamation in Eye, and the service of thanksgiving at Bury St Edmunds Cathedral

Update on Ukrainian Refugees in Suffolk

Suffolk County Council has provided an update with how many Ukrainian refugees are currently in Suffolk and awaiting to be granted

status to our county. Below is a table showing how many arrivals also currently have sponsors (as of 23rd August 2022):

Lower Tier Local Authority	Number of Visa applications	Number of Visas issued	Number of arrivals in the UK by sponsor location
Babergh	204	192	156
East Suffolk	418	400	327
Ipswich	142	115	90
Mid Suffolk	265	254	204
West Suffolk	375	348	282

The second table below shows how Suffolk compares to our neighbouring counties:

Upper Tier Local Authority	Number of Visas applications	Number of Visas issued	Number of arrivals in the UK by sponsor location
Suffolk	1,404	1,309	1,059
Cambridgeshire	2,017	1,885	1,500
Essex	2,171	2,000	1,567
Norfolk	1,511	1,371	1,080

Road Safety Improvements

We have a new officer framework in dealing with progressing our local highways issues that are not part of the Highways management operational plan, The issues the officer will be working on are for instance, the items from my Local Highways Budget. Our local officer is Josh White.

EV Charging – Expression of Interests!

SCC have been successful in a bid for funding towards new EV charging infrastructure. The £2.75m funding will focus on community-owned carparks, where charging can be accessed 24/7.

If you wish to express interest and make the Council aware of your area, please contact Peter Frost, Environment Strategy Officer - peter.frost2@suffolk.gov.uk

Thank You to our Fire Service

Community leaders across the board, recognise the stellar work from Suffolk Fire and Rescue Service during the heatwave and increased demand.

Crews have been called to more than 1,300 incidents since the start of July, making it one of the busiest years on record for the service.

With such heavy demand, our Group wish to extend our thanks to all involved.

Sadly, the Sun included Suffolk Fire Service in a story about fire services around the country applying LGBT rainbow graphics to fire engines as part of their inclusion and diversity work. It follows a press release from the Tax-Payers Alliance criticising this use of public money. Other media organisations picked up the story. Suffolk Fire and Rescue Service is included in the story but our activity has been taken out of context, despite our clear explanation and demonstration to the journalist.

Suffolk Fire and Rescue Service has rebranded one of its engines to help attract applications for much needed on-call fire fighters. As you can see from the photo below, it does include a rainbow but as part of a blue sky scene. As part of our ongoing general recruitment campaign.



DISTRICT COUNCILLOR'S REPORT for AUGUST 2022 to STOKE ASH & THWAITE PARISH COUNCIL'S MEETING on 29 SEPTEMBER 2022

How your council can help you with the cost of living

Support packages to combat the cost of living, energy bills and council tax are all available through Babergh and Mid Suffolk District Councils, with residents urged to check they are receiving the support they are entitled to. [More information](#)

Councils set to lead the way in transforming tree planting for generations

Tree coverage across Babergh and Mid Suffolk is set to increase to help tackle biodiversity loss and climate change, after a pioneering council-commissioned tree canopy survey identified key planting locations and significant benefits. (25-Aug-22) [More information](#)

New parents again invited to apply for a free tree

Babergh and Mid Suffolk's popular Tree for Life scheme, which offers a free tree for new parents, is open once again for 2022 applications. (4-Aug-22) [More information](#)

Don't lose your vote – residents across the districts urged to check their voter registration details

Babergh and Mid Suffolk District Councils have started the Annual Canvass of Electors and are asking residents to check the electoral registration details for everyone eligible to vote at their address. (8-Aug-22) [More information](#)

Find out 'What's Next for Stowmarket' at public exhibition

A new pop-up exhibition coming to Stowmarket from Thursday 22 September to Saturday 24 September at the town's John Peel Centre will showcase a range of projects and proposals that will shape the future of the town. (18-Aug-22) [More information](#)

...including Stowmarket wellbeing and leisure hub

Residents, community groups and sports clubs are being invited to have their say on the development of plans for new leisure, health and wellbeing facilities in Stowmarket. (3-Aug-22) [More information](#)

Switch onto the Digital Skills Programme for businesses

Business owners in Babergh and Mid Suffolk can take advantage of free workshops to help boost their confidence online by accessing the Councils' Digital Skills Programme. (4-Aug-22) [More information](#)

Simple scheme to buy solar panels returns for Suffolk residents

Solar Together Suffolk, a group-buying scheme which has helped over 1,500 homes in Suffolk to install solar panels and batteries, is now open for new registrations. (22-Aug-22) [More information](#)

Suffolk Waste Partnership backs national campaign to raise awareness of safe battery disposal

Suffolk Waste Partnership is backing a nationwide campaign urging people to safely dispose of old batteries in a bid to avoid starting fires in refuse vehicles and waste processing facilities. (18-Aug-22) [More information](#)

Putting Suffolk on the big screen

Babergh and Mid Suffolk leaders have joined colleagues from across the county to agree steps to continue to attract filmmakers to the region – putting Suffolk on the big screen and bringing in millions to the local economy. (2-Aug-22) [More information](#)

Councils awarded £60k for gum busting clean up

West Suffolk Council and Babergh and Mid Suffolk District Councils are among the first of 40 council areas to receive cash from chewing gum manufacturers to help remove gum from the street. (10-Aug-22) [More information](#)

David Burn