



## **EARL STONHAM PARISH COUNCIL**

Minutes of the Parish Council meeting held at the Village Hall, Earl Stonham on  
**Thursday, 13<sup>th</sup> July 2017 at 7.30pm.**

### **Present:**

Councillors: C Woods (Chairman)  
D Turner  
J Henderson-Hamilton  
S Challinor  
S Budd  
D Brenig-Jones  
B Heard  
K Wilkinson

In Attendance J Blackburn – Clerk  
Paul Bryant – Business Support Officer, MSDC

### **ES28/17/18 – PUBLIC FORUM**

There were no members of the public present.

### **ES29/17/18 – TO RECEIVE APOLOGIES OF ABSENCE**

Apologies were received from Cllr Stanford.

### **ES30/17/18 – TO RECEIVE DECLARATIONS OF INTEREST**

Declarations of interest were received as follows:-

Cllr Turner – Village Hall  
Cllr Henderson-Hamilton - Footpaths  
Cllr Budd – Village Hall/Footpaths/Allotments/School Lane  
Cllr Heard - Footpaths

### **ES31/17/18 – TO RECEIVE APPLICATIONS FOR DISPENSATION**

None had been received.

### **ES32/17/18 – TO APPROVE THE MINUTES OF THE MEETING HELD ON 18<sup>TH</sup> MAY 2017**

**It was AGREED:** That the minutes of the Annual Parish Council meeting held on 18<sup>th</sup> May 2017 be approved as a true record and signed by the Chairman.

### **ES33/17/18 – TO RECEIVE THE POLICE REPORT**

The Police were not present at the meeting and a report had not been received.

### **ES34/17/18 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR MORLEY**

Cllr Morley was not present at the meeting and a report had not been received.

## **ES35/17/18 – AN INTRODUCTORY TALK ABOUT NEIGHBOURHOOD PLANNING – PAUL BRYANT, MID SUFFOLK DISTRICT COUNCIL (MSDC)**

Mr Bryant talked about the procedure necessary, should a Neighbourhood Plan be considered, which included the following:-

- The Parish Council would be the authorizing body making an application to MSDC.
- Currently, three plans had been adopted within the District.
- There were 16 additional plans going through the process, which included some joint applications.
- The process could take between three to five years.
- There would be a cost to the Parish Council with the amount being dependent on whether the skills needed were within the parish or whether the skills were paid for from elsewhere.
- The Plan could include parts of Earl Stonham to be protected e.g. views.
- The Parish Council would need to think about what value could be added at a local level.
- A Plan was not a means of stopping development, but a way of potentially 'giving' sites for new development.
- The process would include surveys, meetings with the village over certain areas that could be developed, consultation with MSDC, formal consultations and examinations to ensure it met with relevant legislation.
- If a Plan in place, village would receive 25% CiL for development within the area rather than the standard rate of 15%.

A brief discussion followed with confirmation that Earl Stonham was a 'hinter-land village'. It was noted that Suffolk as a whole needed to increase it's housing by 95,000 homes over the next 25 years. Infrastructure for such a high volume of housing was questioned.

Members thanked Mr Bryant for attending and informing them of what was involved.

## **ES36/17/18 - TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR M HICKS**

Cllr Hicks reported the following:-

- Suffolk Fire and Rescue Service had issued a report that 50% of deaths by drowning were people that had never meant to be in the water.
- Primary Schools – 94% of parents had been successful in obtaining their 1<sup>st</sup> choice of school for their child with 98% obtaining one of their three choices.
- The Tour of Britain would be coming through Suffolk on Friday, 8<sup>th</sup> September and he encouraged people to go and watch the event. The website would inform people as to where exactly the race would be.
- The Chief Executive of Suffolk County Council (SCC), Deborah Cadman, was leaving SCC to take up a post in the West Midlands. She was appointed in 2011 and had been an excellent appointment and he congratulated her on her new appointment.

## **ES37/17/18 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS**

### **i) TO RECEIVE THE CLERK'S REPORT**

Following discussions and approval with Members, the Clerk reported that she had now received and set up her new printer/scanner. She confirmed that Transparency Funding had been applied for and that the £100 cashback, as part of the purchase, had been transferred into the Parish Council's bank account.

### **ii) TO RECEIVE THE CLERK'S FINANCIAL REPORT**

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 15<sup>th</sup> June 2017 was £7,664.23.

iii) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

<u>Chq. No.</u>	<u>Name</u>	<u>Description</u>	
001271	Jennie Blackburn	Clerk's Salary (July)	£208.33
001272	Jennie Blackburn	Clerk's Expenses (July)	£20.00
001273	Jennie Blackburn	Reimbursement of Printer	£299.98
001274	Vertas Group Ltd	Grass Cutting	£270.54
001275	Mid Suffolk District Council	Bin Emptying	£276.00
001276	J Henderson-Hamilton	Recorder Expenses	£12.00

**It was AGREED:** That payments totaling £1,086.85 be authorised and actioned by the Clerk.

The following receipt was also noted:-

30.05.17 T & J Fitness Recorder Payment £30.00

iv) **TO RECEIVE THE INTERNAL AND EXTERNAL AUDITOR'S REPORTS**

The Clerk reported that she had not yet received the External Auditor's report but would bring it to the next meeting of the Parish Council once it had been received. The Internal Auditor's reports had been circulated to Members.

**It was AGREED:** That the Internal Auditor's report be approved.

**ES38/17/18 – PLANNING APPLICATIONS**

**It was NOTED:** That the following Planning Applications had been approved:-

**Ref: 0844/17** – Mollands Hall, Forward Green, ES – Erection of a single storey rear extension (Planning Application)

**Ref: 0846/17** – Mollands Hall, Forward Green, ES – Erection of a single storey extension (Listed Building Consent)

**ES39/17/18 – TO RECEIVE AN UPDATE ON THE ALLOTMENTS**

The Clerk informed members that she had liaised with the Charities Commission in order to acquire a new password, which then enabled her to change all the details of the Poor Allotment Charity.

Cllr Woods reported that the Clerk had re-formatted the current Tenancy Agreement for the Allotments and comments/suggestions were requested in order to update the Agreement.

**It was AGREED:** That the Clerk email the Tenancy Agreement to all Councillors for their input.

**ES40/17/18 – TO RECEIVE A SALC REPORT**

Cllr Woods reported that he had attended a SALC meeting recently where the following was discussed:-

- Joint Strategy Plan; and
- New Boundaries (Boundary Commission) – which would result in nine less District Councillors.

**ES41/17/18 – TO RECEIVE INFORMATION IN RELATION TO THE COMMENCEMENT OF A TENNIS CLUB**

Cllr Heard gave an update to members and stated that he had received a telephone call from the person who wished to start up a Tennis Club to inform him that he was not now in a position to commence.

**ES42/17/18 – TO RECEIVE AN UPDATE ON PARKING ON THE VILLAGE GREEN**

A brief discussion took place on parking on the Village Green. It was suggested that a hedge be planted in order to protect the area and stop cars from parking at the entrance to School Lane. A member of the public had confirmed he would be happy to maintain the hedge if one was planted.

**It was AGREED:** That a site visit take place for Councillors to look at where the hedge could be placed so that it could be planted in the Autumn.

**ES43/17/18 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL**

Cllr Brenig-Jones reported that there seemed to be a water leak at the site of The Tap. Cllr Woods was concerned who had liability for it.

Cllr Brenig-Jones also reported that more lorries seemed to be driving along Blacksmiths Lane despite the sign saying 'Unsuitable for Lorries'.

Cllr Wilkinson reported that speeding seemed to be more of an issue in the village. Cllr Woods explained that at a recent Road Safety Meeting he was informed that if an email was sent to the Police, there was a free survey available where a camera on a tripod could be temporarily installed in order to monitor speeding.

Cllr Henderson-Hamilton reported that there seemed to be a lot of undergrowth around the dog bins that had not been cut when the Footpaths had been cut.

Following a strategic review of the Earl Stonham Parish Council statutory and Charity Commission compliance requirements it was agreed to enhance existing processes and procedures to ensure that the Parish Council had a robust and transparent system to ensure it met all its duties and liabilities. That would be fully implemented by 1<sup>st</sup> January 2018.

**ES44/17/18 - DATE OF NEXT MEETING**

**It was AGREED:** That the next meeting be held at the Village Hall on Wednesday, 27<sup>th</sup> September 2017 at 7.30pm

The meeting finished at 9pm.

Chairman: ..... Dated: .....