



## **EARL STONHAM PARISH COUNCIL**

Minutes of the Parish Council meeting held at the Village Hall, Earl Stonham on **Thursday, 11<sup>th</sup> January 2018 at 7.30pm.**

### **Present:**

Councillors: C Woods (Chairman)  
D Turner  
D Brenig-Jones  
S Challinor  
H Stanford  
J Henderson-Hamilton

In Attendance J Blackburn – Clerk  
PCO Trevor Harrison  
Two members of the public.

Apologies S Budd, B Heard, K Wilkinson

### **ES87/17/18 – PUBLIC FORUM**

There were two members of the public present.

### **ES88/17/18 – APOLOGIES OF ABSENCE**

Apologies were received from Cllr Budd, Cllr Heard, Cllr Wilkinson and District Cllr Morley.

### **ES89/17/18 – DECLARATIONS OF INTEREST**

Declarations of interest were received as follows:-

Cllr J Henderson-Hamilton - Footpaths  
Cllr Turner – Village Hall

### **ES90/17/18 – APPLICATIONS FOR DISPENSATION**

None had been received.

### **ES91/17/18 – MINUTES OF THE MEETING HELD ON 9<sup>th</sup> NOVEMBER 2017**

**It was AGREED:** That the minutes of the Parish Council meeting held on 9<sup>th</sup> November 2017 be approved as a true record and signed by the Chairman.

### **ES92/17/18 – POLICE REPORT**

PCO Trevor Harrison reported on the current position with the policing in the area. Due to a lack of resources the police service was limited and had to prioritise areas of work accordingly. At the current time the police were targeting younger drivers who regularly speed around the area not taking into consideration the danger they were causing. In order to try to prevent such behavior CCTV, extra lighting and gates across supermarket entrances were being installed.

PC Harrison stated that locally there had been no issues apart from burglaries of houses and vehicles, most of which had been left unlocked and opportunists had taken their chances. He urged everyone to remember to lock their homes and vehicles in order to stop that from happening.

### **ES93/17/18 – DISTRICT COUNCILLOR’S REPORT – CLLR MORLEY**

District Cllr Morley was not present at the meeting. Her report was received and circulated prior to the meeting.

### **ES94/17/18 – COUNTY COUNCILLOR’S REPORT – CLLR M HICKS**

Cllr Hicks’ report had been circulated prior to the meeting. He briefly reported the following:

- Home to school transport was being reviewed with a two-and-a-half-month consultation period in progress. Currently £21 million is being spent per year on getting children to school. Various options were being looked at in order to make savings. The County Council was subsidising 2,400 children’s transport to and from school than was legally required. Further information could be found at [www.suffolk.gov.uk/schooltravel](http://www.suffolk.gov.uk/schooltravel)
- Fully funded first-time central heating systems for Suffolk residents – the local authority was able to provide the above to 514 fuel poor households across Suffolk over the next three years. Around 4 million UK households are in fuel poverty, unable to affordably heat their home to the temperate needed to stay warm and healthy. The project would enable the County Council to make a practical, long lasting difference to improve their living conditions and to make their homes more affordable to heat. Anyone who did not have a central heating system and found it a challenge to afford energy bills should contact Suffolk Warm Homes Healthy People on 03456 037686.

### **ES95/17/18 – WEBSITE**

The Chairman brought this item forward to enable Mr Henderson-Hamilton, who was going to report on the item, to leave once the item had been agreed.

Mr Henderson-Hamilton informed members that he had had a conversation with Mr Sarsby who currently hosts the village website. Mr Sarsby had recently informed the Parish Council that he wished to ‘retire’ from hosting the website and so Mr Henderson-Hamilton had volunteered to carry on the website.

The Clerk informed Mr Henderson-Hamilton of the requirements of the Transparency Code and what documents / informed needed to be on the website and the preferred format in order to meet the code’s requirements.

Mr Henderson-Hamilton stated that he would need certain packages in order to fulfill the requirements which included a Web Creation tool, approximately £200 and server costs. There would also be hosting costs of approximately £150.

The Clerk confirmed to members that provided she received the costs involved by March, Transparency Code funding was still available from Suffolk Association of Local Councils (SALC).

**It was AGREED:** That Mr Chris Henderson-Hamilton take over the hosting of the village website.

### **ES96/17/18 - CLERK’S REPORT AND FINANCIAL MATTERS**

#### **i) CLERK’S REPORT**

The Clerk had nothing to report.

ii) **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 9<sup>th</sup> January 2018 was £6,068.84.

iii) **PAYMENTS AND RECEIPTS**

The Clerk reported the following payments be authorised:-

	Jennie Blackburn	Clerk's Salary (January)	£208.33
	Jennie Blackburn	Clerk's Office Allowance (January)	£20.00
	Colin Woods	Chairman's Expenses (Mileage)	£32.40
	SALC	CiLCA Training - Clerk	£100.00
	Village Hall	Recycling Credit	£131.06
000016	Jennie Blackburn	Clerk's Salary (February)	£208.33
000017	Jennie Blackburn	Clerk's Office Allowance (February)	£20.00

**It was AGREED:** That payments totalling £720.12 be authorised and actioned by the Clerk. It was also noted that payments of £50 to the Royal British Legion (Remembrance donation) and £8.80 for SALC training be ratified.

The following receipts were also noted:

20.11.17	A & RL Porch	Allotment Rent (2017/18)	£371.28
27.11.17	Mrs J Arnold	Allotment Rent (2017/18)	£198.00
13.12.17	HMRC	VAT Reclaim	£413.41

iv) **FINAL BUDGET 2018/19**

**It was AGREED:** That following a minor amendment the final Budget for 2018/19 be approved.

v) **PRECEPT 2018/19**

**It was AGREED:** that the Precept for 2018/19 be approved and set as £6,339.00

**ES97/17/18 – POLICIES AND PROCEDURES**

i) **PUBLICATION SCHEME DOCUMENT**

Suggestions were made for insertion into Section 3 of the document as to the priorities of the Parish Council.

**It was AGREED:** The Clerk amend the document and bring back to the next meeting for approval.

ii) **DOCUMENT RETENTION POLICY**

Members felt that bank statements, paying-in books and cheque book stubs should be retained for 6 years as per the audit paperwork.

**It was AGREED:** The Clerk amend the document and bring back to the next meeting for approval.

**ES98/17/18 - PLANNING APPLICATIONS**

**Ref: DC/17/05963** - Outline Planning Application - All Matters Reserved - Erection of detached 2 bedroom bungalow - Kennylands, Thornbush Lane, Stonham Aspal, Stowmarket Suffolk IP14 5DX

Following a brief discussion:

**It was AGREED:** That the Parish Council objected to the application due to the following points:

- No right of way in terms of access
- Would create more vehicular access onto the A140, which would not be appropriate

**Clerk to action.**

## **ES99/17/18 – PLANNING DECISIONS**

**It was AGREED:** That the following decisions be noted.

**Ref: DC/17/05141** - Erection of single storey rear conservatory extension - Orion, Blacksmiths Lane, Earl Stonham, Stowmarket Suffolk IP14 5EU – **GRANTED**

**Ref: DC/17/05821** – Non-Material Amendment to application reference 4200/15 in respect of doors and windows and alteration to dimensions of shower/bathroom - The Old School House, School Lane, Earl Stonham, Stowmarket Suffolk IP14 5EL – **APPROVED**

**Ref: - Proposal:** Discharge of Conditions for application DC/17/03479 - Condition 4 (Landscaping Tree Protection) - Four Elms Barn, Norwich Road, Little Stonham, Stowmarket Suffolk IP14 5LB

**Ref: DC/17/05675** - Householder Application - Installation of retractable mast of lattice construction with beam antenna and amateur radio aerials to a maximum height of 10.5metres - The Bungalow, Mill End Lane, Earl Stonham, Stowmarket Suffolk IP14 5HY - **REFUSED**

## **ES100/17/18 – SPEEDING ALONG BLACKSMITHS LANE**

A resident of Blacksmiths Lane was present and asked the Chair to speak, which was approved.

The resident was concerned about the level of vehicles using the lane and the speed of which many of the vehicles were doing.

A brief discussion took place where members stated that the volume of traffic could not be taken into account as it was a road that could be used by all. The speeding issue and possible change of speed limit to 30mph was something that had been discussed many times at Parish Council meetings and had been raised on a number of occasions with the County Cllr who had supported the case but had described the process as being a very lengthy one and would probably not be successful.

**It was AGREED:** That the Clerk write a letter to the Highways Department of the County Council setting out the points of concern in relation to Blacksmiths Lane which included the 'informal' passing places and copy it to the resident.

## **ES101/17/18 – UPDATE ON LOTTERY APPLICATION FOR DEFIBRILLATOR**

The Clerk reported that the Parish Council had been successful in obtaining Lottery funding for a Community Defibrillator.

**It was AGREED:** That the Clerk obtain quotes for Defibrillators and housing units and report back to the next meeting.

**ES102/17/18 – ALLOTMENTS**

Cllr Woods informed members that the vacant garden allotment at Broad Green had been rented by a gentleman from another village, who had been given the allotment rent free for one year in order to get it to a good standard. Rent would then be collected from him in 12 months' time.

**ES103/17/18 – VILLAGE HALL**

Cllr Turner reported that fundraising was ongoing to replace the floor in the main hall. The Car Park's surface was also in need of repair and was on the list of priorities for the Management Committee.

**ES104/17/18 – VILLAGE GREEN – REPLACEMENT POSTS**

Cllr Woods reported that he had inspected the posts around the Village Green and indeed a third of them were rotten and needed replacing. He stated he would seek quotes for replacement posts and would report the figures at the next meeting.

**ES105/17/18 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL**

- Broadband
- Owl Box that had been reported on the ground, had been taken
- Footpath signs to A1120 up to Fen Lane was broken/missing
- Footpath sign missing at Chapel Farm (way-marker)
- Footpath 39 – to the rear of Stonham House, near to the bridge, there was a large hole in the plank

**ES106/17/18 - DATE OF NEXT MEETING**

**It was AGREED:** That the next meeting be held at the Village Hall on Monday, 5<sup>th</sup> March 2018 at 7.30pm

The meeting finished at 9.35pm.

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