

DRINKSTONE PARISH COUNCIL

DRAFT MINUTES

of the Annual Meeting of the Council held on
Monday 14th May 2018

Present: Cllrs Cousins, Hembra, Lambert, Moss, Schofield, Thurlow, Youngs (Chairman)

Attending: Parish Clerk Mr Peter Dow
17 members of the public

18.05.01 **Proposal: Cllr Schofield**

That Cllr Youngs be Chairman of Council for the coming year.
Seconded Cllr Cousins

Proposal carried

18.05.02 **Noted:**

The Chairman's Declaration of Acceptance of Office.

18.05.03 **Proposal: Cllr Youngs**

That Cllr Thurlow be the Vice Chairman of the Council for the coming year.
Seconded Cllr Lambert

Proposal carried

18.05.04 **Noted:**

That there were no apologies for absence.

18.05.05 **Noted:**

A report from the Council Chairman for the year 2017/2018.

18.05.06 **Resolved:**

That, as per the Annual Governance and Accountability Return under the Accounts and Audit Regulations 2015, this Council approves the accounts for the 12 months ended 31.03.18 and authorises the Chairman and the Responsible Finance Officer to sign them as approved.

18.05.07 **Resolved:**

That this Council receives and approves the Risk Assessments scheduled as being a proper assessment of the risks facing the Council and that they demonstrate that appropriate management of those risks is in place including that they properly reflect the assessment of the council's financial risk.

18.05.08 **Resolved:**

That Council acknowledges receipt of the Internal Audit Report on the year ending 31.03.2018, as commissioned from Messrs Heelis & Lodge and authorised under Minute 12.11.12, noting the recommendations regarding Internal Control and Risk Management together with compliance with the Transparency Code.

- 18.05.09 **Resolved:**
That this Council approves the Annual Governance Statement, tabled as section 1 of the Annual return to the External Auditor, as demonstrating a sound system of internal control including the preparation of the accounting statement at section 1 of the Annual Return for the year ended 31.03.18 and that the Chairman of this meeting and the Parish Clerk be authorised to sign a Statement of Confirmation of such approval.
- 18.05.10 **Resolved:**
That this Council approves the Accounting Statement, tabled as section 2 of the Annual Return 2017/2018 in that they represent fairly the financial position of the Council's financial position and of its income and expenditure for the year ended 31.03.18 and that the Chairman of this meeting be authorised to sign a Statement of Confirmation of such approval.
- 18.05.11 **Resolved:**
That the Chairman of this meeting be authorised to sign a Certificate of Exemption as per part 2 of the Council's Annual Governance and Accountability Return for 2017/18.
- 18.05.12 **Resolved:**
That this Council approves its governing Standing Orders as tabled and Financial regulations and confirms with immediate effect the adoption of additions and alterations therein as advised by NALC.
- 18.05.13 **Noted:**
Confirmation of the Council's arrangement with Mid Suffolk District Council for the emptying of litter bins and that the annual expenditure in that regard is £265.00 + VAT.
- 18.05.14 **Noted:**
That the Meeting received as tabled a current Register of Assets, and to note the current valuations and that these valuations are reflected appropriately in insurance cover.
- 18.05.15 **Noted:**
That the Council has responsibilities under the 2018 General Data Protection Regulations (GDPR) and the Clerk's assurance, as per his Report to the Meeting, that appropriate measures are in place.
- 18.05.16 **Noted:**
The schedule of Council Ordinary Meetings for the coming year.
- 18.05.17 **Noted:**
That the Meeting received reports and papers as follows:
17.1 Written Information Paper from Peter Holborn as Parish Tree Warden;
17.2 Written report from Cllr Hembra as Portfolio Holder for the playing field.
- 18.05.18 **Noted:**
Confirmation of the following portfolio holders;
18.1 Cllr Thurlow Council representative to the Village Hall Committee
18.2 Cllr Cousins Council representative on the PCC
18.3 Cllr Hembra responsible for the Playing Field and play equipment
18.4 Cllr Schofield Council representative on the Educational Charity and Footpath Warden
18.5 Cllr Lambert responsible for allotments
18.6 Mr Peter Holborn as Parish Tree Warden

- 18.05.19 **Noted:**
Confirmation of membership of the following organisations, current subscriptions indicated in brackets:
19.1 Community Action Suffolk (free of charge)
19.2 Suffolk Association of Local Councils (£252.39)
- 18.05.20 **Noted:**
Confirmation of the Signatories to the Council's cheque account with the Santander bank as being Cllrs Youngs, Thurlow and Cousins, any two to sign.
- 18.05.21 **Noted:**
That there were no Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and no additions and/or deletions to the Council's Register of Interests.
- 18.05.22 **Resolved:**
That the Minutes of the Parish Council meeting held on 9th April 2018, as tabled, be agreed as a true record.
- 18.05.23 **Noted:**
The following correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report:
23.1 From MSDC as a matter of information confirming their grant in the sum of £1,000.00 to Drinkstone War Memorial Institute towards the purchase of demountable staging for the village hall.
23.2 From a resident and the Chairman's response re the Neighbourhood Plan process.
- 18.05.24 **Noted:**
24.1 A written Annual Report from Cllr Penny Otton;
24.2 An oral report from Cllr Schofield confirming that maintenance of the ROW network in the village has recently included the replacement of a sleeper bridge and thanking the volunteers who make the work, including regular grass cutting, possible.
- 18.05.25 **Noted:**
The following when public comment or question was invited on any Agenda item:
25.1 The pot hole at Church Pightle is particularly dangerous and will be reported again to SCC Highways;
25.2 Flooding at Park Road is a continuing problem:
25.3 The poor condition of the white railings at the Beyton Road/Woolpit Road junction presents a very poor impression of the village in a prominent position.
- 18.05.26 **Noted:**
A written report from the Parish Clerk.
26.1 the Clerk confirmed that, as required under the Transparency Code, expenditures of £100.00+ for the last accounting year are now scheduled on the Council's website.
- 18.05.27 **Noted:**
The following authorised payments:
- | | | | |
|------|--|---------|------------------|
| 27.1 | Peter Dow – Clerk's wages | £158.17 | Santander 000475 |
| 27.2 | Clarkes of Walsham – fencing materials | £66.59 | Santander 000474 |
| 27.3 | HMRC – PAYE | £118.80 | Santander 000476 |
| 27.4 | War Memorial Institute – hall hire | £240.00 | Santander 000477 |
- 18.05.28 **Noted:**
The current account balances and reconciliation, as scheduled, and the Chairman's confirmation that they are supported by relevant Bank Statements.

18.05.29

Noted:

Planning results as notified by MSDC;

29.1 DC/18/00067 Conversion of barn to holiday let

Drinkstone Mills, Woolpit Road GRANTED DPC supported

29.2 DC/18/00747 Listed Building consent - Conversion of redundant barn...

Drinkstone Mills, Woolpit Road GRANTED DPC supported

18.05.30

Noted:

Planning applications as notified by MSDC for comment:

30.01 **DC/18/01394 Planning Permission**

Structural repairs, works to external render, brick plinth, external windows, doors and rear elevations. Insert conservation roof windows. Replace roof to ground floor bathroom and first floor box dormer and works as detailed in the Heritage Impact assessment.

Stotts Cottage, 2 Cross Street

Councillors agreed to support this application

30.02 **DC/18/01395 Application for listed Building Consent**

Structural repairs, works to external render, brick plinth, external windows, doors and rear elevations. Insert conservation roof windows. Replace roof to ground floor bathroom and first floor box dormer. Work to ground and upper floor, internal finishes to timber frame. Removal of redundant partitions and doors. Replacement of ground floor kitchen and shower room. Provision of first floor bathroom and staircase. Replumbing and re-wiring through tout. Removal of fireplace. Work to outbuildings.

Stotts Cottage, 2 Cross Street

Councillors agreed to support this application

30.03 **DC/18/01727 Planning Permission**

Erection of 1No dwelling with annexe and garage.

Land adjacent to Greyfriars, Rattlesden Road

Councillors objected to this application for the following reasons:

1 The site is in the countryside. It is outside of the settlement boundary of a 'countryside village'. Both of these factors combine to make an undeniable case against the proposed development.

2 Tested against NPPF, the case for this proposal falls when the adverse impacts are weighed against the benefits, assessed against the policies within the Framework as a whole regarding sustainable development.

3 Councillors take it that the three NPPF dimensions of sustainable development should not be taken in isolation, but that any gains should be sought jointly towards the Framework aspiration of 'seeking positive improvements in the quality of the built, natural and historic environment as well as in people's quality of life.'

4 Given the absence of any commercial infrastructure in Drinkstone by way of shops or services, economic gain can only accrue by way of the very short-term build-out period when there is the possibility of the employment of local construction trades workers.

5 Given the lack of any assessed support for more housing of the type proposed, Councillors rely on local knowledge to confirm that there would be no resultant social benefit.

6 The environmental impact would be seriously adverse. The limited resources afforded in Woolpit are more than a mile distant. There is no pedestrian path along the unlit winding rural roads which have limited forward visibility making cycling hazardous. The fact that a bus service is 'regular' does not offer any useful amelioration:

6.1 Of the 4 daily buses to Bury St Edmunds, just 1 offers the possibility of timings that would allow commuting should those timings coincide with work patterns i.e. depart at 07.22, return at 18.30.

6.2 The bus to Woolpit runs on Fridays only and is a privately-operated service which could cease at any time. It covers the 4 miles in 55 minutes as a result of diverting via other rural locations.

7 The inevitability of extra car, use should this application succeed, runs counter to the NPPF central objective of sustainability. Further, the current development pressure at Woolpit impose an uplift in housing stock of several hundred dwellings which will impose great strain on the available parking and tend to divert traffic seeking retail and other services further afield.

8 The impact on the street scene of the proposed dwelling in this very rural location and in the context of a strong Suffolk rural vernacular would be blatant, intrusive and much to the detriment of the amenity of the neighbourhood. The built context is of bungalows and of 16th / 19th Century cottages along the proposed building line.

9 In coming to these conclusions, Councillors had reference to:
NPPF paras. 17, 34, 35, 55
Local Plan policies GP1, H3, H7, H13, H15, H16
Core Strategy policies CS1, CS2, CS5, FC1

30.04 **DC/18/01476 Planning Permission**
Erection of 1No detached dwelling following demolition of existing single storey side extension
Briar Cottage, Gedding Road

Councillors objected to this application for the following reasons:

1. The proposal is for a development which is unsustainable in terms of the NPPF:

1.1 Paragraph 17 states that planning authorities should, "*actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling and focus significant development in locations which are, or can be made, sustainable*"

Drinkstone has no amenities in the village. The nearest amenities are in Woolpit, 4 km away and Rattlesden, some 3 km away, along unlit country roads with no pavements. There is no direct bus service between Drinkstone and Woolpit. There are 3 buses a day to Rattlesden, where there is a small community shop and post office. To access these using the bus service would involve a 90-minute round trip.

1.2 Paragraphs 34 & 35 further seek to minimise the need to travel, to give priority to pedestrian and cycle movements and have access to high quality public transport. The need to travel from this proposal site to access facilities and the reliance on the motor car for these journeys are clearly at odds with the NPPF strictures.

1.3 The significant guidance in paragraph 55 is that, *'housing should be located where it will enhance or maintain the vitality of rural communities.* Should this proposal succeed, there will be little or no benefit in terms of the immediate rural economy.

1.4 The NPPF test that sustainable development should contribute to, *'protecting and enhancing our natural, built and historic environment, and helping to improve biodiversity'*, is not satisfied by this proposal given the loss of mature trees and well established indigenous hedging.

2 As the proposal is not sustainable in NPPF terms, Councilors have reference to the following Local Plan and Core Strategy policies which they consider count against this application:

2.1 H7, CS1, CS2, & FC1 with regard to residential development in the countryside.

2.2 GP1, SB2, H13, H15 & T10 regarding the adverse effect on the amenity of neighbouring dwellings as a result of vehicle parking and maneuvering.

2.3 GP1, H3, & H13 given the resulting overdevelopment of a constrained site and the adverse effect on neighbouring properties by virtue of a cramped result which is out of keeping with the design and layout of those properties and much to the detriment of their amenity.

30.5 **DC/18/01502 Prior approval – agricultural to dwelling
Notification for prior approval application under part 3, Class Q (a) of the
Town and Country Planning (General Permitted Development) (England)
Order 2015 – Change of use of Agricultural Building to Dwelling house
Joli Farm, Hill Farm Lane**

Councillors objected to this application for the following reasons:

The existing structure is in the style of a Dutch barn with little of substance in terms of external walling and with no existing upper floor. There is doubt that the steel uprights which support the roof would serve to support the much heavier material required for the proper conversion to a house.

Class Q permits development on the grounds that the building is capable of functioning as a dwelling. This concessionary Class can only be invoked when the original building has an existing form, structure and integrity which allows a conversion. In this case, the proposed works go beyond the scope of what are reasonably necessary building operations and include new structural elements contrary to the restrictions and limitations scheduled in the Order.

The Application seeks, in effect, a new build project which should be subject to a full Planning

18.05.31

Resolved:

That Drinkstone Parish Council makes known to the Corporate Manager, Development Management, at Mid Suffolk District Council its views on the Planning applications on this agenda.

- 18.05.32 **Noted:**
That there were no other Planning matters for information, to be noted or for inclusion on a future agenda.
- 18.05.33 **Noted:**
That when any public comment or questions were invited on any matter of Council business none were forthcoming.
- 18.05.34 **Noted:**
That there was no other Council business for information, to be noted or for inclusion on a future agenda.
- 18.04.35 **Noted:**
That the scheduled date for the next Meeting of Council was Monday 4th June beginning at 8.00pm in the Village Hall.
- 18.04.36 **Noted:**
That the meeting closed at 7.27pm.

These Minutes are in draft form only. They have not been ratified by Council and are not a matter of formal record. They will be before the next Ordinary Council meeting for approval.

Any queries should be directed to the Parish Clerk, Peter Dow, at 6 Warren Close, Elmswell IP30 9DS

Email drinkstoneclerk@gmail.com

Telephone 01359 244134