

DRINKSTONE PARISH COUNCIL

MINUTES

of an Ordinary Meeting of the Council held on
Monday 5th November 2018

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

Attending: District Council Ward Member Cllr Penny Otton

Parish Clerk Mrs Hilary Workman

3 members of the public

18.11.01 **Noted:**

1.1 Apologies for absence were received from Cllr Thurlow

18.11.02 **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.

18.09.03 3.1 Resolved:

That the Minutes of the Parish Council meeting held on 3rd September 2018, as tabled, be agreed as a true record.

18.11.04 **Noted:**

Correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.

4.1 Mid Suffolk DC Law & Governance – Parish Elections (*circulated*). No action was determined.

4.2 SALC – advice re 2019 Annual Meeting etc. (*circulated*). No action was determined.

4.3 Woolpit Parish Council: Planning Inspectorate advice and plan, and planning application – Land east of Green Road, Woolpit (*circulated*). No action was determined.

4.4 Mr S Steele – Linking Parish Footpaths between Hesselsett & Drinkstone (*circulated*). The meeting agreed that Cllr Youngs would contact the former Chairman who had previously researched this matter. The meeting asked the Clerk to write to the member of the public advising that this was a matter dealt with by Suffolk County Council, but the Parish Council had no objection to the proposal.

4.5 Mid Suffolk District Council: Strategic Planning Team (*circulated*). The meeting asked the Clerk to invite the Community Housing Enabling Officer from Babergh and Mid Suffolk District Councils to the February meeting of the Parish Council.

18.11.05 **Noted:**

The following reports and matters arising;

5.1 A written report from District and County Council Ward Member Cllr Penny Otton (*circulated*).

5.2 A written report from Cllr Hembra as Portfolio Holder for the playing field (*circulated*).

18.11.06 **Noted:**

That when any public comment or questions were invited on any Agenda item, the following:

6.1 That a query relating to the Neighbourhood plan Consultation would be answered when at 18.10.

Signed: *Daphne Youngs*

Date:: 3 December 2018

18.11.07

Noted:

That

- 7.1 a Mandate Variation request in respect of the Lloyds Drinkstone Green Allotments account had been completed to add the Clerk as a non-signatory to facilitate view only online business banking.
- 7.2 a Mandate variation request in respect of Santander Business accounts had been completed to add the Clerk as a non-signatory to facilitate view only online business banking
- 7.3 the SALC AGM this year took place on Tuesday 6 November at Blackbourne Community Centre, Elmswell from 6pm.
- 7.4 the Clerk had prepared a report (*circulated*) on the new CIL bidding process (Minute 18.10.19.2 referred).
- 7.5 To note that
 - 7.5.1 the outstanding Wayleave negotiated in 2016 had now been paid by Openreach (£1197.00) thanks to the help of Lesley Canham from MP Jo Churchill's office in resolving this issue.
 - 7.5.2 a further one off Wayleave agreement had been negotiated with respect to Rattlesden 13 (£300), which it was anticipated would be completed shortly .
 - 7.5.3 Wayleave payments in respect of Drinkstone Green Allotments had been re-negotiated resulting in an increased payment thanks to the work of Cllr Lambert.
- 7.6 HMRC had advised of a new online service to claim VAT refund as an organisation not registered for VAT. The meeting asked the Clerk to apply to HMRC for any VAT refundable relating to the first six months of the financial year.
- 7.7 The Clerk had completed the Introduction to Local Council Administration Course through Society of Local Council Clerks and gained 8 Continuing Professional Development (CPD) points.

18.09.08

Noted:

The authorised payments listed below:

	Description	Amount £	Santander Cheque No
8.1	Water: Drinkstone G A 0384270301	£ 38.39	000496
8.2	Water: Drinkstone PC 038261701	£ 25.56	000497
8.3	Top Garden Services Invoice 5	£ 75.00	000498
8.4	Hilary Workman – Clerk's wages (Period 6)	£166.75	000499
8.5	HMRC Q2	£ 51.40	000500
8.6	Top Garden Services Invoice 7	£210.85	000501
8.7	Hilary Workman – Clerk's expenses (Q2)	£ 47.69	000502

18.11.09

Noted:

That the payment of expenses incurred below in respect of the Neighbourhood Plan be authorised:

- 9.1 Lindi Bellman – expenses incurred ref Neighbourhood Plan £ 6.88
- 9.2 Di Hollins– expenses incurred ref Neighbourhood Plan £10.40
- 9.3 Duncan Hannant – expenses incurred ref Faerie Door £ 9.99

18.11.10

Noted:

That the current account balances and reconciliation, as scheduled, and the Chairman's confirmation that they are supported by relevant Bank Statements.

Signed: *Daphne Youngs*

Date:: 3 December 2018

18.11.11

Noted:

Planning results as notified by MSDC:

11.1 **DC/18/03980** – Discharge of Conditions Applications for DC/18/01394 – Condition 3 (Fenestration)

Stotts Cottage, 2 Cross Street, Drinkstone, IP30 9TP

11.2 **DC/18/03574** – Application for Planning Permission

Householder Application – Erection of Cart lodge

The Willows, Chapel Lane, Drinkstone, Bury St Edmunds, Suffolk IP30 9TA

Granted Drinkstone PC – Supported

Drinkstone Smock Mill, Drinkstone Mills, Woolpit Road, Drinkstone IP30 9SP

11.3 **DC/18/03095** – Application for Listed Building Consent

Stotts Cottage, 2 Cross Street, Drinkstone IP30 9TP

Refused Drinkstone PC No Comment

11.4 **DC/18/02114** – Application for Planning Permission

Householder Planning Application

The Homestead, Rattlesden Road, Drinkstone IP30 9TL

Granted Drinkstone PC Objected

18.11.12

Noted:

Planning applications as notified by MSDC for comment:

12.1 **DC/18/04343** - Application for Consent to carry out works to Tree(s) protected by a Tree Preservation Order

Works related to TPOMS104G1 – Reduction in height of Lime Trees

Drinkstone House, Gedding Road, Drinkstone IP30 9TG

Councillors agreed to support this application subject to the following conditions:

i. **That a full bat survey is carried out by a suitably qualified person and that any recommendations to protect bats that are made in the subsequent report should be implemented and made public before any tree surgery work commences; and**

ii. **If any tree(s) have to be removed, that they are replaced in the same position with the same species of lime in order to conserve the avenue as a feature.**

12.2 **DC/18/04574** – Application for Planning Permission

Full Planning Application – Erection of stable block, extended driveway and new Cart Lodge garages (amended scheme to that approved under DC/18/01801)

Meade Cottage, Beyton Road, Drinkstone IP30 9SS

Councillors agreed to support the application

12.3 **DC/18/04592** – Application for consent to carry out works to tree(s) protected by a tree preservation order

Notification of works to trees protected by TPO 357 – Ash (T1) – removal of one lower limb

Woodend, Rattlesden Road, Drinkstone, IP30 9TL

Councillors agreed to support the application

18.11.13

Resolved:

That Drinkstone Parish Council make known to the Corporate Manager, Growth & Sustainable Planning, at Mid Suffolk District Council its views on the Planning application on this agenda.

- 18.11.14 **Noted:**
An oral report from Cllr Cousins in response to correspondence reported at October meeting (18.10.19.1 refers) reference works at Yew Tree Farm, Cross Street.
[19.1 That a letter had been received from a property neighbouring Yew Tree Farm, Cross Street. The correspondent was concerned that works being undertaken at Yew Tree Farm, including the use of heavy machinery in the early hours, the laying of hard standing/footings and a concern that several mature had, or were at risk of being removed. The meeting agreed that Cllr Cousins would make enquiries of MSDC planning team in conjunction with the Clerk.]
Cllr Cousins reported that there were no requirements relating to landscaping in the planning permission and that a construction management plan had been submitted to Mid Suffolk District Council. There was no current enforcement action in respect of the works at the property. The meeting agreed to ask the Clerk to write to the correspondent to this effect.
- 18.11.15 **Resolved:**
That the Parish Council undertake to register the Parish Lands (Rattlesden Road land, Gedding Road allotments and the Cricket) and obtain quotes from Solicitors for the registration of these lands.
- 18.11.16 **Noted:**
19.1 A written report from Cllr Youngs on progress towards producing a Neighbourhood Plan for Drinkstone (circulated).
19.2 In answer to a question from a member of the public (minute no 18.6.1 refers) Cllr Youngs explained that consideration had been given when designing the NP questionnaire to an option for neutral responses from questions, but that the team had considered that the comments boxes under each question gave respondents an opportunity to identify any issues that might not be address by the tick box options. The team had noted that questionnaire design was complex, and there were pros and cons to each approach.
19.3 Cllr Youngs reported that the grant funding from Locality had now been awarded.
- 18.11.17 **Noted:**
An oral report from the Clerk on progress towards the sale of Council land adjacent to play area, confirming that the Solicitors acting for the Parish Council had confirmed receipt of proof of title to land on 8th October, and that on checking the plans which had been forwarded to the Clerk it became apparent that there were a number of inaccuracies which the Solicitors advised the Clerk had now been addressed. Solicitors reported that transfer documents for the pockets of land were being drafted.
- 18.11.18 **Noted:**
An oral report from Cllr Youngs on the recent acquisition of the telephone box. The meeting noted that there were a number of items of repair and maintenance which might soon require attention and asked the Clerk to approach Cllr Moss to ask whether he would consider leading on this matter.
- 18.11.19 **Noted:**
The Clerk's written report on General Data Protection Regulations (GDPR) (*circulated*). The meeting agreed that the Clerk would continue to work on the actions identified with the support of relevant portfolio holders and report on progress at future meetings.

- 18.11.20 **Noted:**
That when public comments or questions on any matter of Council business was invited, there were none.
- 18.11.21 **Noted:**
That when any other Council business for information, to be noted or for inclusion on a future agenda was invited, there was none.
- 18.11.22 **Noted:**
That the scheduled date for the next meeting was Monday 3rd December beginning at 8.00pm in the Village Hall.
- 18.11.23 Resolved:**
That the press and public should be excluded from item 25, as it was considered that their presence would be prejudicial to the public interest, due to the confidential nature of the business.
- 18.11.24 **Noted:**
That members of the public were excluded from the meeting at 8.42pm.
- 18.11.25 Resolved:**
Staffing matter - It was resolved that the Clerk's pay would be increased by one scale point on the NJC Pay scales with effect from November Salary, in accordance with the terms of her contract.
- 18.11.26 The meeting closed at 8:50pm.