

# **DRINKSTONE PARISH COUNCIL**

## **MINUTES**

of an Ordinary Meeting of the Council held on

**Monday 1<sup>st</sup> July 2019**

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**Present:** Cllrs Edmondson, Hembra, Holborn, Moss, Schofield, Selvey, Youngs

**Attending:** Parish Clerk Mrs Hilary Workman

**5 members of the public**

19.07.01 **Noted:**

Apologies for absence were received from Suffolk County & MSDC Cllr Penny Otton

19.07.02 **Noted:**

When Member's Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items were invited, there were none.

There were no additions or deletions to the Council's Register of Interests.

**19.07.03 Resolved:**

**That the Minutes of the Annual Parish Council Meeting held on 3<sup>rd</sup> June 2019, as tabled, were agreed as a true record.**

19.07.04 **Noted:**

Appointment or confirmation of representatives of the Council on the following bodies:

- 4.1 Representative to the Village Hall Committee (Cllr T Moss)
- 4.2 Budgeting sub-group (Cllr D Youngs, Cllr H Schofield, Cllr R Edmondson)
- 4.3 Highways (Cllr P Selvey)
- 4.4 Editorial sub-group (Cllr D Youngs, Cllr P Holborn, pending)
- 4.5 SALC Area Forum (pending)

19.07.05 **Noted:**

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

- 5.1 SALC – NALC request for survey on Traffic Commissioner consultation
- 5.2 SBA Team, PKF Littlejohn LLP – receipt of docs – notification of exemption status
- 5.3 BMSDC
  - 5.3.1 - publication of draft Joint Local Plan and consultation with NP groups
  - 5.3.2 - community led housing & assets of community value
  - 5.3.3 - notification of change of bin collection days – the meeting asked the Clerk to arrange for this information to be published on the website and through Jungle Drums.
  - 5.3.4 - notification of charges for emptying of waste and dog bins
- 5.4 Suffolk County Council
  - 5.4.1 – conversations around bus funding challenges
  - 5.4.2 - community volunteer schemes
- 5.5 East Anglia's Children's Hospice – the meeting asked the Clerk to forward this information on to the Halls Committee & Jungle Drums

**Signed:** Daphne Youngs

**Date:** 2<sup>nd</sup> Sept '19

19.07.06

**Noted:**

- 6.1 A written report (*circulated*) from District and County Council Ward Member Cllr Penny Otton, who further advised that a.
- 6.2 A written report from Cllr Edmondson (*circulated*), who further noted that some updates to the allotments page on the website required updating.
- 6.3 A written report from Cllr Hembra (*circulated*), who further reported that grass cutting had been somewhat intermittent over the late spring period. A new fence had been erected on the boundary of one of the properties which had purchased land adjacent to the playing field. All was looking good with the boundary adjacent to the playing field. A report to be discussed later at the meeting with respect to re-stocking the hedgerows. It was noted that children were not using the steps up on to the main slide and this was resulting in a slow erosion of the bank.

And Oral reports from:

- 6.4 Cllr Holborn, who confirmed that the trees and native hedging for the boundary to the land adjacent to the play area had been placed on order from Woodland Trust, to be planted in late November once dormant. More woodchip would need to be ordered.
- 6.5 Cllr Moss, who confirmed that the materials required for improving the fabric of the phone box had been ordered with a view to completed the work with the assistance of a working party in July.
- 6.6 Cllr Schofield confirmed that cutting on footpaths 7 & 8 would be carried out by him.

19.07.07

**Noted:**

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

- 7.1 Following comments from members of the public the meeting asked the Clerk to represent to Suffolk County Council that there was considerable concern that proposed cuts to subsidies on bus services would be likely to result in loss of routes in rural areas, and that it was most important to keep bus services running through Drinkstone into Bury St Edmunds on Wednesday and Saturdays (market days). Members of the public reported that on many Saturdays no buses were provided, often with little or no notice of cancellation. Local residents rely on the routes for access to schools, college and markets. The meeting asked the Clerk to copy Cllr Otton into the correspondence.
- 7.2 Members of the public noted, and were concerned by the change in village designation under the proposed BMSDC joint local plan, and that DPC had made representations that the hinterland village designation was inappropriate. The Chair explained that the hinterland designation had been made two years ago, and that Drinkstone had made representations that the change in designation from Countryside village to Hinterland village had been incorrect, as it had been acknowledged that Drinkstone had no services and should therefore be designated a countryside village. MSDC has subsequently amended their criteria and scoring mechanism (unpublished) and re-designated Drinkstone as a Hamlet. Drinkstone would still have to take development, but the minimum required by MSDC had been notified as one. Drinkstone had already had 8 planning applications for residential development. MSDC had also confirmed that there would be limited infill within the settlement boundary, and the work on the Neighbourhood Plan currently out to consultation had established a settlement boundary, which Drinkstone had not previously have. A drop in day for more information on the Neighbourhood plan was scheduled for 10<sup>th</sup> August 2019 at the village hall.

**Signed:** Daphne Youngs

**Date:** 2<sup>nd</sup> Sept '19

19.07.08

**Noted:**

- 8.1 Reminder re completion of Register of Interests and Candidate expenses forms.
- 8.2 Safe-Council – Health and Safety resource for local councils
- 8.3 That former Councillors Sue Cousins and Lorna Thurlow should be removed from the list of authorised signatories named on the Parish Council Bank Accounts.

19.07.09

**Noted:**

The draft Action Plan (circulated) for Drinkstone Parish Council for 2019-20.

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19.07.10

- 10.1 To note the following receipts:

	Description	£
10.1	Allotments receipts	£138.00

- 10.2 To consider the following schedule of payments for authorisation:

	Description	£	Santander Chq No.
10.2.1	Top Garden Services #7 01.05.19	£75.00	22024
10.2.2	Dr Andrew McNair ref Neighbourhood Plan – Digital Image of the Drinkstone Area	£20.00	22025
10.2.3	Liz Schmitt ref Neighbourhood Plan – Printing expenses	£8.40	22026

**10.3 Resolved:**

**To authorise the schedule of payments listed at 9.2 above for payment.**

- 10.4 To note payments previously authorised

	Description	£	Santander Chq No.
10.4.1	Suffolk Assn. of Local Councils (Minute No 19.05.08.2)	£253.50	22027
10.4.2	John Casson Survey Services (Minute No 19.02.17.2)	£660.00	22028
10.4.3	Clerk Salary: Period 1	£190.73	22029
10.4.4	Clerk Salary: Period 2	£190.73	22030

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

19.07.11

**Noted:**

That in response to the recommendations identified in the Internal Audit Report on the year ending 31.03.19, as commissioned from Heelis & Lodge, (**Minute 19.05.13 refers**) the following actions have been taken by the Council's Responsible Finance Officer:

- 11.1 Notice period for the exercise of public rights (17<sup>th</sup> June to 26<sup>th</sup> July) has been published in accordance with the Transparency Code Guidance.
- 11.2 Copy of P60 has been placed in the Audit File as part of the year-end process.

19.07.12

**Noted:**

- 12.1 **DC/19/01959** – Outline Planning Application (some matters reserved)  
Erection of a single storey dwelling, garage & vehicular access  
Land adjacent to Whitefriars, The Street, Drinkstone, Suffolk  
MSDC: Outline granted                      Drinkstone PC: Supported (**Min Ref 19.05.20.1**)

**Signed:** Daphne Youngs

**Date:** 2<sup>nd</sup> Sept '19

- 12.2 **DC/19/02120** – Householder planning application  
Erection of a single storey rear extension following demolition of existing conservatory  
Whitehouse, Rattlesden Road, Drinkstone, Bury St Edmunds, Suffolk IP30 9TL  
MSDC: Granted Drinkstone PC: Supported (**Min Ref 19.05.20.2**)
- 12.2 **DC/19/02491** – Outline Planning Application (all matters reserved)  
Erection of a 1.5 storey detached dwelling  
The Cottage, Rattlesden Road, Drinkstone, Bury St Edmunds  
MSDC: Refused Drinkstone PC: Objection (**Min Ref 19.05.18**)

19.07.13 **Noted:**

- 13.1 **DC/19/02131** - Application for Listed Building Consent  
Installation of terracotta chimney pots (following removal of current concrete slabs)  
Church Cottage, The Street, Drinkstone, Bury St Edmunds, Suffolk IP30 9SX  
The Parish Council determined not to object to this application.
- 13.2 **DC/19/02808** - Householder Planning Application  
Erection of a single storey side extension (following demolition of existing conservatory)  
Park House, Park Road, Drinkstone, Bury St Edmunds, Suffolk IP30 9ST  
The Parish Council determined not to object to this application.
- 13.3 **DC/19/02836** – Planning Application  
Erection of 1 no. detached dwelling  
Land adjacent to Greyfriars (Plot 2), Rattlesden Road, Drinkstone, Suffolk

The Planning applications below as notified by MSDC for comment:

**DC/19/02836** – Planning Application – Erection of 1 No. Dwelling  
Land South East of Greyfriars (Plot 2), Rattlesden Road, Drinkstone, Suffolk

Whilst it is acknowledged that the site had been suggested as a possible development site for inclusion in the Draft Neighbourhood Plan process, Councillors determined to object to the application for the following reasons:

#### [Need/Demand for housing](#)

In MSDC'S draft local plan, currently out for consultation, Drinkstone has been classed as a "Hamlet". The housing contribution required under the new draft Local Plan, is a minimum of one new dwelling. As Drinkstone Parish has already had permission granted for 8 new dwellings, under the proposed local plan there is no requirement for additional housing in the village, except by limited infill within the settlement boundaries.

The Parish Council believes that Drinkstone has already fulfilled its housing requirement under the local plan, and that this site lies outside the settlement boundary.

*In its refusal of planning application DC/19/02491 MSDC stated "Whilst paragraph 11 of the NPPF provides a presumption in favor of sustainable development, it is necessary to consider whether any adverse impacts of granting planning permission would significantly and demonstrably outweigh the benefits, when assessed against the policies in the framework taken as a whole, or specific policies in the Framework indicate development should be restricted. The assessment of the application has identified that the proposal does not comply with the development plan and it is further considered that the unsustainable location in relation to its connectivity to services and facilities, significant and demonstrably outweigh the benefits of the development when considered against the Framework as a whole"*

In the emerging Neighbourhood Plan, the community has expressed a need and a preference for 2-3 bedroom houses for young families and downsizers, to maintain the vitality of the community and enable older residents to remain within the community. This is another large 5 bedroom house (see [Village Survey Results](#) which formed part of the initial consultation with local residents on the Neighbourhood Plan currently being developed).

**Signed:** Daphne Youngs

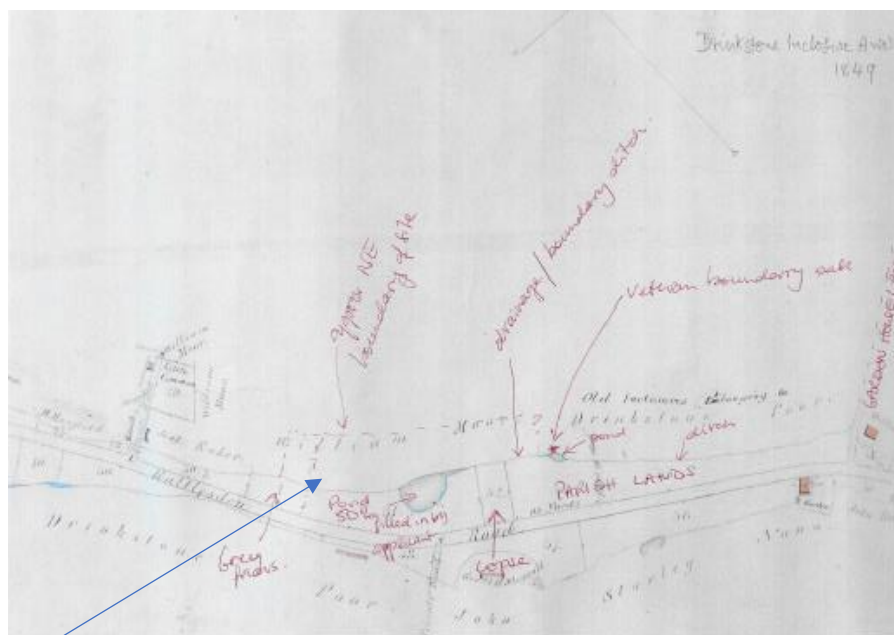
**Date:** 2<sup>nd</sup> Sept '19

In the emerging Neighbourhood Plan, an assessment of the built character of distinct areas of the village was carried out. The part of Rattlesden Road referred to in the application lies in Character Area 4, which is characterized by larger detached individual dwellings set back from the road behind large gardens and hedges. In this part of the village there are no two dwellings which are alike. Even when built at the same time by the same builder, using the same materials and finishes, each house shows some variant of layout and window arrangement which distinguishes it from its neighbor. The proposed dwelling appears to be a copy of the house currently under development, and as such would be the only instance of identical houses in the area.

#### Layout and use of the site

The Parish Council has identified a number of inaccuracies on the site plan submitted and statements made within the application form. The new proposal shows a new pond to be dug forward of the position of the existing seasonal pond, which again is not shown on the site plan. The applicant also states in the application that the development will not cause flooding to adjacent property or land. Until there is clarity on the status of the existing seasonal pond which drains into and over neighbouring lands, including the parish lands, there is still an issue on what happens to the existing seasonal pond and its stand of mature willows.

This application does not appear to impinge on the drainage ditches.



There is a seasonal pond on the site which is not shown on the site plan. This forms part of a natural land drainage system of some antiquity (it is shown in detail on the tithe map of 1842). If this drainage system is compromised by further filling in of the applicant's seasonal pond, this would be likely to result in winter flooding of the neighbouring copse, and the parish lands including allotment lands, which lie some 2 – 3' lower than the applicant's land (nb, in Section 11 of the application the applicant did not identify that the proposal would increase the flood risk elsewhere, which the Parish Council believes to be the case). This drainage ditch became the boundary of the parish land and the adjacent copse upon enclosure in 1853.

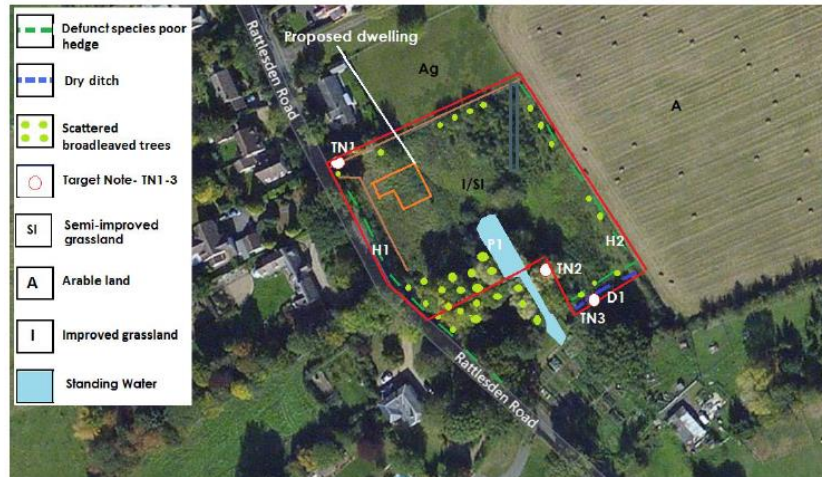
The Parish Council believes that the applicant would have a Riparian responsibility for the ditch which forms part of the boundary of the site (see [Suffolk County Council Guide for Riparian Ownership in Suffolk](#)) which places an obligation on landowners to let water flow onto and across their land without any obstruction to others. This requires that watercourses are maintained and protected (including seasonal ponds), and that the land owner ensure that they are not compromised by any proposed development.

The plan below, taken from page 27 of the preliminary ecological assessment which is one of the supporting documents for the planning application. This is an annotated version of a

**Signed:** Daphne Youngs

**Date:** 2<sup>nd</sup> Sept '19

Google Earth Aerial photo which shows the areas subject to flooding including the boundary ditch and the existing pond that has partially been filled in.



The Parish Council further notes that in his application at Section 10, the applicant has indicated that there are no hedges or trees on land adjacent to the proposed development site which might be important as part of the local landscape character, which is not the case. There are trees adjacent to the proposed development (the veteran oak at the South East corner, the hedge on the west side of the boundary ditch, and the copse to the south.

A complete tree survey should be completed prior to the application being determined, clearly and accurately plotting all trees and indicating those to be retained on site.

## 2. Materials and design

It is acknowledged that the proposal reflects the existing pattern of individual detached houses set well back front of the road behind hedges and screened by mature trees. The proposal fits well by and large, with hedge and tree planting, but the Parish Council are concerned that the proposed development is so large that there would not be sufficient room to the rear of the property to landscape. Such a lack of landscaping at the rear would, it believes, significantly impact on views towards the village from Footpaths 1 and 10. This development will be very prominent due to its scale and lack of landscaping at the rear.

The applicant is proposing to plant or reinstate hedging around the site, with native species or those of ecological value. This is to be commended, but the only planting to date has been partial laurel hedging on the road side to replace the native hedge the applicant removed. The Parish Council is concerned that planting and re-instatement of native hedges on site might not take place on completion of the development.

The applicant has already installed a hard standing beyond the green line indicated on the site plan, directly under the veteran oak. The Parish Council takes the view that this hard standing should be removed and the land under the oak returned to soil and natural grasses.

## 3. Other questions

No information is provided within the application on the type of heating system and fuel to be used, or on the energy efficiency measures to be incorporated in the design. The Parish Council refers to the Chancellor's spring statement, which stated that *"to ensure consumer energy bills are low and homes are better for the environment, the government will introduce a Future Homes Standard by 2025, so that new build homes are future proofed with low carbon heating and world leading levels of energy efficiency"*. The application as submitted does not set out what energy and water conservation measures should be included in the design (e.g. ground/air source heat pumps, rainwater harvesting etc.)

**Signed:** Daphne Youngs

**Date:** 2<sup>nd</sup> Sept '19

#### 4. Further conditions in response to neighbours' concerns which we might wish to consider

The Parish Council asks that should the application be granted, the following conditions be attached to control the environment during the development phase.

1. No floodlighting should be allowed during construction.  
*(This has been and continues to be a source of annoyance and nuisance to local residents throughout the construction of the adjoining dwelling)*
2. No Sunday working should be permitted or working between the hours of 19.30 and 07.30. *(This has been a nuisance to neighbours during the construction of the adjoining property by the same applicant)*
3. All material excavated during the construction of the property should be removed from the site, and should not be disposed of by further filling in of ponds or ditches. *(The applicant has already reduced his pond by 50%, by filling it with excavated material from his current build).*
4. There should be no storage of materials, or excavations carried out, within the canopy spread of the veteran oak beside the allotment pond or any other trees. *(Currently there is a temporary dwelling and hard standing for construction machinery directly under the tree. These should be removed and the ground made good. This area, the copse and the pond should be fenced off with a substantial post and wire or post rail fence before any work commences on the site)*
5. The existing seasonal pond and ditch should be retained as a condition of approval.
6. A revised landscaping scheme should be submitted and approved to include a tree belt of native trees along the NE boundary of the site to screen the development at the rear.  
*(This will make the development fit better with the built character of this part of the village where dwellings are screened from the front and the rear by trees and hedges, making them less intrusive into the wider landscape).* Other trees should be clearly and accurately plotted and retained.
7. The old hedges along the road edge, removed by the applicant, should be reinstated with native species, and the current replanting with laurel should be removed.  
*(This will be in character with the predominant type of hedging and preserve the streetscape of Rattlesden Road).*
8. A Tree Preservation Order should be granted for the veteran Oak at the South East boundary of the property.  
*(There is a risk that the tree would be subject in future to inappropriate cutting back of overhanging branches in order to increase the light onto this private space. There is also currently a temporary dwelling structure under tree and hardstanding for parking construction vehicles, even though the plans in the application shows that this area will be preserved from intrusion during any new development).*

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**19.07.14 Resolved:**  
**That the Clerk makes known the Council's comments on Planning Applications on this agenda to the Corporate Manager, Growth & Sustainable Planning at Mid Suffolk District Council.**

**19.07.15 Noted:**  
The following Planning matters for information, to be noted or for inclusion on a future agenda.

- 15.1 MSDC had notified the Parish Council of an appeal DC/18/03905 in respect of an application for listed building consent.
- 15.2 Application for planning permission DC/19/02421 in respect of installation of an Air Source Heat Pump had been received after the agenda was published. The meeting determined not to comment on the application.

**Signed:** Daphne Youngs

**Date:** 2<sup>nd</sup> Sept '19



- 19.07.16      **Noted:**  
A written update (*circulated*) on progress towards producing a Neighbourhood Plan for Drinkstone confirming:
- 16.1      A Councillors Briefing Session on Monday 15<sup>th</sup> July @ 7:30pm
- 16.2      An Extraordinary Meeting of Drinkstone Parish Council scheduled for 18<sup>th</sup> July, 2019 at 7:30pm at Drinkstone Village Hall.
- Cllr Youngs further advised that a drop-in day would take place at the village hall on 10<sup>th</sup> August between 10am and 3pm, publishing the full draft of the Drinkstone Neighbourhood Plan. Following a formal consultation period the draft would be submitted for external examination in October and a referendum on the plan would be likely to take place in March 2020.
- 19.07.17      **Noted:**  
That there were no updates on progress toward registering Parish Lands for Drinkstone.
- 19.07.18      **Noted:**  
A verbal report from the Clerk on progress towards the GDPR confirming that the Clerk was in the process of setting up some new standard e-mail addresses for Councillors.
- 19.07.19      **Noted:**  
That when Public comment or questions on any matter of Council business were invited, there were none.
- 19.07.20      **Noted:**  
That when any other Council business for information, to be noted or for inclusion on a future agenda was invited, there was none.
- 19.07.21      **Noted:**  
That the scheduled date for the next ordinary meeting is Monday 2<sup>nd</sup> September 2019 beginning at 8.00pm in the Village Hall.
- 19.07.22      Meeting closed at 9:04pm.

**Signed:** Daphne Youngs

**Date:** 2<sup>nd</sup> Sept '19