

DRINKSTONE PARISH COUNCIL

SUMMONS TO COUNCILLORS

You are hereby summoned to attend an Ordinary Meeting of the Parish Council on
Monday 2nd September 2019
at 8.00pm in the Village Hall, Gedding Road, IP30 9SZ for the transaction of the business on the agenda below.

MEMBERS OF THE PUBLIC

are hereby notified of the meeting which they are welcome to attend and where public input will be invited.

AGENDA

- 19.09.01 Apologies for absence to be noted or approved.
- 19.09.02 To receive any Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and to note any additions and/or deletions to the Council's Register of Interests.
- 19.09.03 Proposal: Cllr Youngs;**
 - 3.1 That the Minutes of the Ordinary Parish Council Meeting held on 1st July 2019, as tabled, be agreed as a true record.**
 - 3.2 That the Minutes of the Extraordinary Parish Council Meeting held on 18th July 2019, as tabled, be agreed as a true record.**
 - 3.3 That the Minutes of the Extraordinary Parish Council Meeting held on 5th August 2019, as tabled, be agreed as a true record.**
- 19.09.04 To consider correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.
 - 4.1 SALC:
 - 4.1.1 Draft ICO Data Sharing Code of Practice
 - 4.1.2 Mid Suffolk Area Forum meeting for Councillors on 5th September 2019
 - 4.1.3 Review of Governance arrangements and constitution consultation
 - 4.2 Suffolk County Council
 - 4.2.1 Response to representation by Drinkstone Parish Council to proposed withdrawal of funding and impact on bus service provision to the village.
 - 4.2.2 Grit Bins – preparing for winter
 - 4.3 BMSDC
 - 4.3.1 Joint Local Plan Consultation – presentation
 - 4.3.2 Forthcoming CIL Bid round (no funds allocated to Drinkstone)
 - 4.3.3 Extended Leadership Team Structure Chart
 - 4.4 Request from Suffolk Preservation Society to be copied in on any DPC response to the Joint Local Plan Consultation.
 - 4.5 Request for Drinkstone Parish Council to support an application for TPO from Cllr & Mrs R Edmondson.
 - 4.6 Richard Jackson Engineering Consultants

Hilary Workman: Clerk to Drinkstone Parish Council
123 York Road, Bury St Edmunds, IP33 3EG
Telephone;07988 643772 **Email;** drinkstoneclerk@gmail.com

19.09.05 To receive any report to this meeting from District and County Council Ward Member Cllr Penny Otton, from Portfolio Holders or other agencies and to take action as appropriate.

5.1 Cllr Penny Otton - Suffolk County Council & Mid Suffolk District Council

5.2 Cllr Richard Edmondson – Allotments (Report DPC.19.09.01 circulated)

Proposal: Cllr Youngs

The Parish Council authorise up to £1000 plus VAT to cover the cost of an inspection by a qualified tree surgeon / arboriculturalist and any works identified in the inspection report as necessary. The Parish Council to approach the Allotments Trustees requesting that the charity make a contribution to the cost of the any work to be undertaken.

5.3 Cllr Gary Hembra - Playing field and play equipment

5.4 Cllr Peter Holborn - Tree Warden (Briefing Note DPC.19.09.02 circulated)

5.5 Cllr Tim Moss - Phone Box & Village Hall Ctte Rep

5.5 Cllr Haslet Schofield - Footpaths & Byeways

5.6 Cllr P Selvey - Highways (Report DPC19.09.03 circulated)

19.09.06 Public comment or question invited on any Agenda item.

19.09.07 To consider any report from the Parish Clerk (circulated) and take action as appropriate.

7.1 A notice of renewal for the Parish Council Insurance for the year 1st October 2019 to 30th September 2020. The brokers, CAS, have not applied any uplift to the values of assets. CAS has moved to a new underwriter, Royal and Sun Alliance Insurance Group and the revised policy (circulated) is called Parish Protect. The annual premium is set out below.

	Premium (inc IPT and commission)
No LTU	£349.44
3 or 5 Year LTU	£331.97

7.2 Proposal: Cllr Cousins

That the Parish Council Insurance be renewed for the year 1 October 2019 to 30 September 2020 in accordance with the renewal quote tabled.

7.3 Registration with Society of Local Council Clerks (SLCC) to commence CILCA training.

7.4 Parish On-line was subscribed to as part of the Council's work on the Neighbourhood plan and is now also being used to record parish assets. The subscription falls due for renewal on 7 September at a cost of £75 plus VAT.

7.5 Proposal: Cllr Youngs

That Parish On-line subscription be renewed for a further year at a cost of £75 plus VAT.

19.09.8

8.1 To note the following receipts:

	Description	£
8.1	Account adjustment	£75.00
8.2	Allotments – Direct Debit Refund	£452.24

8.2 To consider the following schedule of payments for authorisation:

	Description	£	Santander Chq No.
8.2.1	Top Garden Services # 8 (2 nd , 16 th & 30 th May)	£112.50	
8.2.3	Community Action Suffolk: Parish Insurance	£349.44	
8.2.3	Parish Online subscription	£90.00	
8.2.4	SALC #22322 CILCA Support Training Session	£80.00	
8.2.5	SALC #22303 Printed materials – Good Cllr Guides	£21.00	

8.3 Proposal: Cllr Youngs

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

8.4 To note payments previously authorised

	Description	£	Santander Chq No.
8.4.1	Clerk Salary: Period 5	£238.33	

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

8.6 Proposal: Cllr Young

To confirm the Clerk, Mrs Hilary Workman to continue as Responsible Financial Officer (RFO) for the financial year 2019/20.

19.09.09 To note the draft Parish Council response to Babergh Mid Suffolk District Council's consultation on the Draft Local Plan (circulated as report DPC19.09.04) and take action as appropriate.

Proposal: Cllr Youngs

That the Clerk makes known the Council's comments on Babergh Mid Suffolk District Council's consultation on the Draft Joint Local Plan, as set out in report 19.03.04, subject to any additions, amendments or deletions agreed at the meeting and minuted accordingly.

- 19.09.10 To note Planning results as notified by MSDC:
- 10.1 **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 IP30 9SX
MSDC: Granted DPC:
 - 10.2 **DC/19/02421** – Full Planning Application
Installation of Air Source Heat Pump in relation to approved application ref: DC/18/01476
Land At Briar Cottage, Gedding Road, Drinkstone, Bury St Edmunds IP30 9TF
MSDC: Granted DPC: Supported
 - 10.3 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 IP30 9ST
MSDC: Granted DPC: No Objection
 - 10.4 **DC/19/02836** – Planning Application
Erection of 1 no. detached dwelling
Land adjacent Greyfriars (Plot 2.), Rattlesden Road, Drinkstone, Suffolk
MSDC: **Granted** (Subject to conditions) DPC: **Objected**
 - 10.5 **DC/19/03109** – Prior Approval – Agricultural to Dwelling
Notification for Prior Approval for a Proposed Change of Use of Agricultural Building to Dwellinghouse and Associated Operational Development under Schedule 2, Part 3, Class Q (a) and (b) of the Town and Country Planning (General Permitted Development) (England) Order 2015
Cambourne Farm, Rattlesden Road, Drinkstone, IP30 9TN
MSDC: Given (subject to conditions) DPC: Objected
- 19.09.11 To note the Planning applications below as notified by MSDC for comment:
- 11.1 **DC/19/03710** –
Change of use of an agricultural barn to dwelling, including conversion of a Nissen hut to a garage and a greenhouse, vehicular access and curtilage
Joli Farm, Hill Farm Lane, Drinkstone, Suffolk
 - 11.2 **DC/19/03926**
Application for consent to carry out works to Tree(s) protected by a TPO
TPO 357 – Ash (T1) Fell
Woodend, Rattlesden Road, Drinkstone, Bury St Edmunds IP30 9TL
- 19.09.12 **Proposal: Cllr Youngs**
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.
- 19.09.13 To note that there were no other Planning matters for information, to be noted or for inclusion on a future agenda.

- 19.09.14 14.1 To note any updates available on progress towards producing a Neighbourhood Plan for Drinkstone and take action as appropriate.
- 14.2 To consider a proposal to fund a Drinkstone Walks Flyer submitted by the Neighbourhood Plan Environment Group and take action as appropriate.
- 19.09.15 15.1 To receive a report on progress toward registering Parish Lands for Drinkstone (circulated as DPC19.09.05) and take action as appropriate.
- 15.2 **Proposal: Cllr Youngs**
- To instruct the existing appointed solicitors (Greene & Greene) to investigate an apparent error on an existing HM Land Registry Title Deed which impacts on Parish Lands and authorise the cost of this work up to £500 plus VAT.**
- 19.09.16 To receive a report (circulated as DPC19.09.06) on progress towards the GDPR and take action as appropriate.
- 19.09.17 To receive a report (circulated as DPC19.09.07) on a vacant property in Drinkstone and take action as appropriate.
- 19.09.17 Public comment or questions on any matter of Council business.
- 19.09.18 Any other Council business for information, to be noted or for inclusion on a future agenda.
- 19.09.19 To confirm that the scheduled date for the next ordinary meeting of the Parish Council is Monday 7th October 2019 beginning at 8.00pm in the Village Hall.
- 19.09.20 Close of meeting.

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Hilary Workman
Clerk & RFO to the Council