

DRINKSTONE PARISH COUNCIL

SUMMONS TO COUNCILLORS

You are hereby summoned to attend an Ordinary Meeting of the Council on

Monday 2nd March 2020

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

- 20.03.01 Apologies for absence to be noted or approved.
- 20.03.02 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.
- 20.03.03 Proposal: Cllr Schofield
That the Minutes of the Parish Council Meeting held on 3rd February 2020, as tabled, be agreed as a true record.**
- 20.03.04 To consider correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.
- 4.1 SALC Bulletin
- Newsletter (*previously circulated*)
 - Area Forum Dates – 17th March; 11th June; 17th September and 1st December
 - Catch it, Bin it, Kill it Campaign (Covid19)
- 4.2 Suffolk Constabulary – Confidence & Satisfaction Working Group Survey
- 4.3 Suffolk County Council – School Travel Arrangements.
- 4.4 MSDC
- Confirmation of receipt of Woolpit N'hood Plan Consultation Submission
 - Dog & Litter Bin Charges 2020/21
- 4.5 Letter from local resident re Parish Lands – see Agenda item 15
- 4.6 Letter from local resident ref DC/20/00438 – see Agenda item 13.1
- 4.7 The Great British Spring Clean
- 20.03.05 Public comment or question invited on any Agenda item.
- 20.03.06 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.
- 6.1 Cllr Penny Otton - Suffolk County & Mid Suffolk District Councils
- 6.2 Cllr Richard Edmondson - Allotments (*circulated*)
- 6.3 Cllr Gary Hembra - Playing field and play equipment (*circulated*)
- 6.4 Cllr Peter Holborn - Tree Warden (*circulated*)
- 6.5 Cllr Tim Moss - Phone Box & Village Hall Ctte Rep
- 6.5 Cllr Haslett Schofield - Footpaths & Byeways
- 6.6 Cllr P Selvey - Highways
- 20.03.07 To receive any report from the Parish Clerk and to take action as appropriate.
- 7.1 To note an acknowledgement received from Lloyds Bank advising the mandate submitted for change of signatories has been actioned.
- 7.2 To note the Clerk's purchase of The Clerks' Manual 2019 to support her CILCA studies.
- 7.3 To note a completed Direct Debit Mandate has been submitted in respect of the Information Commission (Data Protection Payment) **Min.Ref 20.01.8.5**

Hilary Workman: Clerk to Drinkstone Parish Council

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- 7.4 To confirm that invoices for allotment rents have been produced for delivery to allotment holders for the new financial year.
- 7.5 To note that the Clerk is seeking suggestions from Councillors and Residents of items to consider in the development of a 4 year programme of work for the Parish Council.
- 7.6 Training:
- Allotments Management Course – 16th March - £50

20.2.08 **Proposal: Cllr Schofield;**
That the Council makes a donation of £10.00 towards the funding of the Drinkstone Village website.

20.03.09 9.1 To receive an update on progress towards moving to internet banking (circulated and tabled as **DPC 20.03.01**) and take action as appropriate.

9.2 **Proposal: Cllr Schofield**
That the Submission Form and Account Transfer Request for Unity Trust Bank (DPC.20.03.01) be signed and submitted as part of the requirements for transferring banking arrangements from Santander Bank to Unity Trust Bank.

10.1 To note the following income:

	Description	£
10.1.1	Santander – Bank Interest	£1.38
10.1.2	Lloyds – Drinkstone Green Allotment – UK Power Networks	£56.73
10.1.3	Lloyds – Drinkstone Green Allotment – UK Power Networks	£111.56

10.2 To consider the following payments for authorisation:

	Description	£	Chq No.
10.2.1	Clerk Salary period 9 (Minute 19.12.22 refers)	£296.52	
10.2.2	Drinkstone History Group (Parish Council Website Contribution)	£10.00	
10.2.3	SALC Training – GDPR	£27.50	
10.2.4	Refund to Clerk: SLCC – The Clerks’ Manual	£47.50	
10.2.5	Drinkstone Parish Council (Transfer to Unity Trust)	£500.00	
10.2.6	Refund to Clerk: Print toner four colour	£178.56	

10.3 **Proposal:**
That the expenses listed above (10.1-10.3) be authorised for payment.

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.

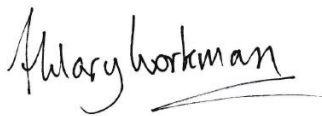
20.03.11 11.1 To receive a report on General Data Protection Regulations (GDPR) (circulated and tabled as **DPC.20.03.02**) and take action as appropriate.

11.2 **Proposal: Cllr Schofield**
To subscribe to Local Council Public Advisory Service at a cost of £50.00 for one calendar year to provide a stand-alone Data Protection Officer.

- 20.03.12 To note any Planning results as notified by MSDC:
- 12.1 **DC/19/05652** – Planning Application
Change of use of an agricultural barn (Sui Generis) to Use Classes B1 (business) and B2 (general industrial)
Buildings at Rookery Meade, Beyton Road, Drinkstone IP30 9SS
MSDC: Granted DPC: No Objection subject to conditions 20.01.13.2
- 12.2 **DC/19/05714** - Full Planning Application
Erection of 1No dwelling (following demolition of existing dwelling)
Hammond Lodge, Rattlesden Road, Drinkstone, Bury St Edmunds IP30 9TL
MSDC: Granted DPC: Supported subject to conditions 20.01.13.3
- 12.3 DC/19/05778** - Householder Planning Application
DC/19/05779 - Application for Listed Building Consent
Erection of extension and alterations to outbuilding to form annexed accommodation;
Erection of walled garden and green house (following removal of tennis courts)
Rookery Farm, Gedding Road, Drinkstone, Bury St Edmunds IP30 9SZ
MSDC: Granted DPC: Support (Min.Ref.20.01.13.4)
- 20.03.13** To note the following Planning applications notified by MSDC for comment.
- 13.1 **DC/20/00383** - Application for Listed Building Consent
Demolition of outbuilding
Stotts Cottage, 2 Cross Street, Drinkstone, IP30 9TP
- 13.2 DC/20/00438** - Planning Application
Erection of building forming B1 unit with yard and parking
Land To The North Side Of Cross Street To The East Of 1 Stotts Cottage, Cross Street, Drinkstone, IP30 9TP
- 13.3 DC/20/00570** – Full Planning Application
Part change of use of garage (class C3) to (class B2) general industrial for use as nanobrewery (re-submission of withdrawn application DC/19/05187)
Foxhollies, Rattlesden Road, Drinkstone IP30 9TL
- 13.4i **DC/20/00577** - Application for Variation of Listed Building Consent
Condition Ref No: DC/18/01395 Condition 2 (Approved Plans and Documents)
Stotts Cottage, 2 Cross Street, Drinkstone, IP30 9TP
- 13.4ii **DC/20/00578** - Application under Section 73 of The Town and Country Planning Act
Ref No:DC/18/01394. Variation of Condition 2 (Approved Plans and Documents)
Stotts Cottage, 2 Cross Street, Drinkstone, IP30 9TP
- 13.5 **Proposal: Cllr Schofield**
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.
- 20.03.14 To note the following Planning matters for information, to be noted or for inclusion on a future agenda.
- 20.03.15** To receive a report (circulated and tabled as **DPC 20.03.03**) on progress towards the registration of Parish Lands with Land Registry and take action as appropriate.
- 15.1 **Proposal: Cllr Schofield**
To authorise the cost of engaging a solicitor to witness the signing of three declarations (at £5 each) and supporting exhibits (at £2 each) prior to submission to H M Land Registry.

- 20.03.16 To note the revised meeting dates for May and June meetings as below:
1. Annual Meeting of Parish Council and Annual Parish Meeting – Monday 4th May 2020 (at 7:00pm and 8:00pm respectively)
 2. June Ordinary Meeting – Monday June 1st
- 20.03.17 Public comment or questions on any matter of Council business.
- 20.03.18 Any other Council business for information, to be noted or for inclusion on a future agenda.
- 20.03.19 To confirm that the scheduled date for the next meeting is Monday 6th April 2020 beginning at 8.00pm in the Village Hall.
- 20.03.20 Close of meeting.

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Hilary Workman
Clerk & RFO to the Council