

# **DRINKSTONE PARISH COUNCIL**

## **MINUTES**

of an Ordinary Meeting of the Council held on

**Monday January 11th via Zoom**

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**Present:** Cllrs Edmondson, Elnaugh, Hembra, Holborn, Moss, Schofield, Selvey  
Clerk & RFO Hilary Workman  
SC Cllr Penny Otton (part), 3 Members of the Public (part)

21.01.01 **Noted:** There were no apologies for absence.

21.01.02 **Noted:**

- 2.1 That when Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items were invited, there were none.
- 2.2 That when declarations of lobbying for planning matters on the agenda (their nature, including gifts of hospitality exceeding £25) were invited, there were none
- 2.3 There were no requests for dispensations
- 2.4 There were no additions and/or deletions to the Council's Register of Interests.

**21.01.03 Resolved**

**That the Minutes of the Parish Council Meeting held on 7<sup>th</sup> December 2020, be agreed as a true record.**

21.01.04 **Noted:**

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

- 4.1 SALC Updates -
- 4.2 Babergh Mid Suffolk District Councils - Tax Base (which had been included in the calculation of the draft budget and precept).
- 4.3 ICO – Data Protection Fee Renewal
- 4.4 Sunica Energy Farm – Statutory Consultation
- 4.5 Community Action Suffolk – Reviving our Communities Fund
- 4.6 Police and Crime Commissioner consultation

The Clerk further noted that a response had been received from Lavender Cottage advising that they anticipated being able to remove the concrete from the ditch bounding the playing field by the end of the month.

21.01.05 **Noted:** 20:06pm

That when Public comments or question was invited on any Agenda item, there were none.

**21.01.06 Noted:**

6.1 A written report to this meeting (previously circulated) from District and County Council Ward Member Cllr Penny Otton, who further advised that:

- Environment issues on cross street had been taken forward with BMSDC Officers
- Highways funding budgets for County Councillors was subject to a moratorium and there was no advice as to whether or when the funding would again become available.

Cllr Elnaugh thanked Cllr Otton for the locality funding for the play equipment.

6.2 **Cllr Richard Edmondson - Allotments**

A written report (*previously circulated*). Cllr Edmondson further advised that

**Signed:** Richard Edmondson

**Date:** 03/03/2021

- The Compost bins had been cheaper than proposed (a saving of nearly £100) and had been gratefully received.
- The ivy tree removed had been removed at Gedding Road allotments. The meeting asked the clerk to prepare the invoices for the next financial year.

6.3 **Cllr Janet Elnaugh - Planning & Community Engagement**

A written report (*previously circulated*). Cllr Elnaugh further advised that:

- A Member of the local community has come forward interested in donating a new piece of equipment for The Cricket.
- The locality funding (£3000) had been received from Cllr Otton.

**6.3.1** The meeting considered proposals for the purchase of additional play equipment and

**6.3.2 Resolved**

**To authorise the cost of purchasing a Nest/basket type swing including delivery and installation welfare facilities on-site and on-site container storage, Black Grasslock surfacing at not more than £3329.75 plus VAT.**

6.4 **Gary Hembra - Playing field and play equipment**

An Oral report noting that the play area had been quiet. The equipment had been left in its COVID set-up to ensure social distancing. There had been no recent issues with dog waste and whilst the Mole Hills were a continuing issue, they had been raked down.

6.5 **Cllr Peter Holborn - Neighbourhood Plan (*circulated*)**

An Oral report that there was nothing to report on tree front, but that Neighbourhood Plan green space policy had been challenged in Somerset as it had not been compliant with national framework. This related to DRN8 and was a national problem. He advised that Mid suffolk would carry out a short consultation on alternative wording. There was no real impact on NP or referendum. Once new wording had been agreed with Mid Suffolk the Parish would then need to amend version on website, and re-print after referendum.

6.6 **Cllr Tim Moss - Phone Box & Village Hall Ctte Rep**

An oral report advising VH still shut and phone box still standing. Cllr Schofield advised that the Defibrillator casing had been removed from outside as it was heating or cooling and was currently away for repair. Cllr Moss agreed he would include the defibrillator within his portfolio

6.7 **Cllr Haslett Schofield - Footpaths & Byeways**

An oral report advising that the bridge on FP6 had been reported to PROW, as it was tilted (by Burns Farm), and that the bridge just before it required hand rails. There had been some complaints of some bags of dog waste not being taken home. The wire on the bridge at FP23 had kindly been replaced by Cllr Selvey, who had also noticed that one of the sleepers might soon need replacing. The Clerk further advised that PROW has funding for small footbridges.

6.8 **Cllr P Selvey - Highways**

A written report (*previously circulated*). Cllr Selvey further advised:

- number of Pot holes scheduled to be repaired although there was no date yet.
- New footpath damage between houses on Gedding Road and Cherry Tree Rise may be due to builder damage.
- SIDs posts were on schedule but no dates.
- Highways had advised that the traffic monitoring on Cross Street had been commissioned by private individual or company – probably in relation to planning application.
- Correspondence with Highways and Anglia water with respect to road works on Rattlesden Road, which were conflicting – SCC Highways believed it was scheduled and Anglian water should have put up signage.

Anglian Water had stated it was an emergency. Cllr Holborn advised that it was a new connection. The meeting asked the Clerk to write to Anglian water with respect to notice for planned works, and Paul Selvey agreed to send notes for the Clerk.

- 21.01.07** **Noted:** Clerks report (*previously circulated*) advising that
- 7.1 The Council's response to the consultation on the planning white paper was reported to NALC.
- 7.2 The VAT126 claim for quarters 1 & 2 of this financial year had been paid.
- 7.3** 7.3.1 To note that, following clarification from Drinkstone Memorial Hall, the Defibrillator Cabinet purchased in 2015 from funds awarded under a locality grant had not been formally transferred to the Village Hall Committee and remains an asset of the parish council.
- 7.3.2 **Resolved:**  
**That the Defibrillator Cabinet at the village hall be added to the Parish Council assets at an original value of £636.00.**
- 7.4** To note that following the parish council's decision to purchase additional play equipment and an SID/VAS device at its December meeting (Min. 20.12.6.3.2 and 20.12.6.8.2 refer), the parish council's asset register has been updated (£45,141) and the insurers advised. The Clerk further advised that any additional assets might impact on the parish council's insurance, taking it into the next bracket (over £50,000) which would be likely to add a further £60 to the premium

- 21.01.08 **Noted:**  
 Cllr Edmondson advised that due to bereavement the proposals for a four year plan for the parish council had been this has been moved back to the next meeting.

**21.01.09** **Noted:**

- 9.1** The following income:

	Description	£
9.1.1	BMSDC – Locality Grant	£3000.00

- 9.2** To consider the following payments for authorisation:

	Description	£
9.2.1	Clerk expenses Quarter 3 T947135333	£27.42

- 9.3** **Resolved:**  
**That the expenses listed above (9.2.1) be authorised for payment.**

- 9.4** To note the following payments previously authorised:

	Description	£
9.4.1	Clerk Salary Period 9 (Dec '20) (Min.Ref.20.06.7.2) T935913617	£247.55
9.4.2	Unity Trust – Quarter 3 Service Charge	£18.00

- 9.5** To note the current account balances and reconciliation to 31<sup>st</sup> December 2020, as scheduled, and the Chairman's confirmation that they are supported by relevant Bank Statements.

- 9.6** **Resolved:**  
**To add a further authorised signatory to the Drinkstone Green Allotments Account held with Lloyds Bank.**  
**Cllr Janet Elnaugh**  
**Cllr Paul Selvey**

**21.01.10** **Noted:**

**Signed:** Richard Edmondson

**Date:** 03/03/2021

10.1 Councillors considered a report (circulated and tabled as **DPC 21.01.01**) on the proposed budget for the financial year 2021/2022.

**10.2 Resolved:**  
**That Drinkstone Parish Council approve the proposed budget (DPC 21.01.01), and**

**10.3 Resolved:**  
**That Drinkstone Parish Council directs Mid Suffolk District Council to pay the sum of £8,920.00, being the Parish Council's total precept requirement for the financial year commencing 1<sup>st</sup> April 2021**

The clerk advised that the COVID Support Grant (£140) would be paid in addition to the precept in April. The meeting agreed that the small grant should be allocated to the Defibrillator reserves.

**21.01.11 Resolved:**  
**That Council appoints Messrs Heelis and Lodge as Internal Auditors for the financial year 2020/2021.**

The meeting noted that the parish council would look to change internal auditors for the next (2021/2022) financial year.

21.01.12 **Noted:**

To note that there were no Planning results as notified by MSDC. The Clerk further advised that she had just received a Decision Notice for Rosings, Rattlesden Road, which had been granted

21.01.12 To note the following Planning applications notified by MSDC for comment.

12.1 **DC/20/05531 – Planning Application**  
Erection of domestic cartlodge  
**Land North Of Cross Street, Drinkstone, Suffolk**  
Report **DPC.21.01.02** refers

The Parish Council considered:

- The application documents
- Report DPC.21.01.02
- Additional information submitted by the applicant to the meeting (previously circulated)
- The comments and questions of members of public at the meeting, summarised below;
  - The application was outside the settlement boundary, was not for an ex agricultural building to be re-designated and did not meet the Drinkstone Neighbourhood Plan exceptions
  - Fly tipping was not a relevant consideration
- The comments and questions of Councillors at the meeting, summarised below:
  - Reg 19 consultation of JLP also shows the application is outside the settlement boundary. No proposed change in the settlement boundary there.
  - The land under the proposal was believed to be agricultural, the pad having originally been used for sugar beat storage

and determined to object to the application for the following reasons:

The proposed development is outside the settlement boundary as defined in the MSDC local plan, which whilst 20 years old has now been reviewed by the Neighbourhood Plan which has been approved by MSDC and now carries significant weight in determining planning applications.



Babergh Mid Suffolk District Council's Reg 19 consultation of JLP also shows the application is outside the settlement boundary (there being no proposed change in the settlement boundary at that location).

The proposal does not comply with the Neighbourhood Plan NP DRN1 – Spatial Strategy 'Proposals for development located outside the Settlement Boundary will only be permitted for that which is essential for the operation of agriculture, horticulture, forestry, outdoor recreation and other exceptional uses, where i) it can be satisfactorily demonstrated that there is an identified local need for the proposal'

Whilst NP Housing objectives (7) consider development outside the boundary this is regarding conversion of redundant or disused agricultural buildings. Policy DRN2 – Housing development states 'Proposals for the conversion of redundant or disused agricultural barns into dwellings outside the Settlement Boundaries will be permitted'.

The proposed development is adjacent to Stotts Cottages which are Grade II listed, the proposed site is adjacent to Number 1 Stotts cottages, not number 2 and would therefore compromise privacy for future residents of number 1 (now sold).

Cross Street has three Grade II buildings and two buildings of local significance. The proposed development is situated immediately beside two of the Grade II buildings, which will change the setting of the buildings by the loss of the space, setting and wider build environment.

**NP Policy DRN10** states 'The retention and protection of local heritage assets and buildings of local significance, including buildings, structures, features and gardens of local interest must be appropriately secured. Proposals for any works that would lead to the loss of, or substantial harm to, a building of local significance should be supported by an appropriate analysis of the significance of the asset to enable a balanced judgement to be made having regard to the scale of any harm or loss and the significance of the heritage asset'.

The proposed cartlodge/garage is 5.25m tall at its highest point, this could provide the opportunity for future change of use to additional residential use which the Parish Council would object to.

The planning statement regarding Planning Policy makes no reference to the Drinkstone Neighbourhood Plan which has been approved by MSDC and now carries significant weight in determining planning applications.

**For the reasons given above, Drinkstone Parish Council objected to this application.**

- 12.2 **DC/20/05790** – Application for approval of Reserved Matters following Outline Planning Permission DC/19/01959  
Appearance, Landscaping, Layout and Scale for Erection of a single storey dwelling and garage

**Land West Of, The Street, Drinkstone, Suffolk**

Cllr Elnaugh noted that this application related to a slight layout change on the footprint.

**The meeting had no objections to the application.**

- 12.4 **Resolved: Cllr Elnaugh**  
**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.**

21.01.13 **Noted:**

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

- 13.1 The Parish Council had produced a draft design guide for streets and open spaces. Cllr Holborn advised that a lot of it related to be design matters, but that it would be worth the DNP Steering Group drafting a response.

**Resolved: Cllr Schofield**

**That a response to the Suffolk County Council consultation: Help Shape Guidance for New Housing Developments be delegated to DNP Steering Group (Cllr Holborn) to draft in consultation with the Clerk.**

21.01.14 **Noted:**

That when public comment or questions on any matter of Council business were invited, there were none.

21.01.15 **Noted:**

The following Council business for information, to be noted or for inclusion on a future agenda:

- Cllr Schofield advised that both he and Cllr Hembra were intending to resign by May 2021. The Clerk advised as to the process of recruiting new councillors (Notice of Vacancy, and if no request for an election, Notice of Vacancy to be filled by co-option). The meeting agreed that it would like any vacancy to also be published to the website.
- Changes to meeting dates to go on the agenda for March.
- Consider recruiting a councillor to complete the play equipment certification as soon as possible.

21.01.16 **Noted:**

To confirm that the scheduled date for the next meeting is Monday 1<sup>st</sup> March 2021 by remote zoom meeting

<https://us02web.zoom.us/j/82448012772?pwd=dXdCZTZtMFhaOGxFREZpLzU0d1RPUT09>

Meeting ID: 824 4801 2772

Passcode: 378859

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21.01.17 **Noted:**

- 17.1 To receive a report on the Clerk's remuneration.

**17.2 Resolved:**

**Signed:** Richard Edmondson

**Date:** 03/03/2021

**In accordance with the Council's contract of employment with the Clerk to the Council, following a satisfactory annual review, to increase the pay by one NCJ spinal column point to SCP 12 with effect from January Salary pay point.**

21.01.18 **Noted:** Close of meeting. 21:13pm

**Signed:** *Richard Edmondson*

**Date:** 03/03/2021