

# **DRINKSTONE PARISH COUNCIL**

## **MINUTES**

of an Ordinary Meeting of the Council held on

**Monday March 1st via Zoom**

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**Present:** Cllrs R Edmondson, J Elnaugh, P Holborn, T Moss, & P Selvey  
Clerk & RFO Hilary Workman  
SC Cllr Penny Otton (part),

21.03.01 **Noted:**  
Election of Chair (Richard Edmondson) and appointment of Vice-Chair (Peter Holborn)

21.03.02 **Noted:**  
That there were no apologies for absence to be noted or approved.

21.03.03 **Noted:**  
3.1 That there were no Members' Declarations of Local Non-Pecuniary Interests nor Disclosable Pecuniary Interest in subsequent Agenda items  
3.2 That there were no declarations of lobbying for planning matters on the agenda their nature, including gifts of hospitality exceeding £25  
3.3 That there were no requests for dispensations  
3.4 That there were no additions and/or deletions to the Council's Register of Interests.

21.03.04 **Resolved**  
**That the Minutes of the Parish Council Meeting held on 11<sup>th</sup> January, 2021, and the Extraordinary Parish Council meeting on 1<sup>st</sup> February 2021, be agreed as a true record.**

21.03.05 **Noted:**  
Correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report, as summarised below:  
5.1 SALC Updates  
5.2 Suffolk County Council – Grit Bin Filling Process  
5.3 Babergh Mid Suffolk District Councils  
- Joint Local Plan update & subsequent advice from DNP Steering Group  
- Public Realm – how to report flooding in Suffolk  
- Election candidates attending meetings  
5.4 Resignation of Cllr Haslett Schofield  
5.5 Mortimer Contracts Ltd – play area inspection – the meeting noted the clerks advice that annual inspection is provided by Babergh Mid Suffolk District Council  
5.6 Suffolk Resilience Forum – COVID rapid testing centre  
5.7 John Wrenn's Charity – Registration of Parish Lands.  
The meeting noted Cllr Edmondson's advice that this had initially been raised by Mr Youngs (**Min. Ref 20.10.14 refers**). The charity had subsequently contacted the chair of the council to advise the parish council that if it wished to make any financial contribution towards registration of their land, John Wrenn's charity would welcome it, but that they were not asking for a donation. The meeting asked the clerk to write to John Wrenn's charity to advise that no funds were available at present.  
5.8 Arthritis Action  
5.9 One-Life Suffolk

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## 5.10 Headway

21.03.06

**Noted:** 8:11pm

That when public comment or questions were invited on any Agenda item, there were none.

21.03.07

**Noted:**

The meeting received a report from District and County Council Ward Member Cllr Penny Otton, from Portfolio Holders or other agencies and to take action as appropriate.

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7.1

**Cllr Penny Otton****Suffolk County & Mid Suffolk DC***(previously circulated)*

Cllr Otton further advised that:

- she had visited residents at Carraway Cottage regarding the flooding issues, which appeared to be linked to other flooding issues all the way along the road.
- There may be changes to school transport in September, but there were no details on changes within the contract at present.
- County elections would be going ahead, together with election of the Police Commissioner. Canvassing had been allowed under COVID-19 regulations
- MSDC – council tax.
- BMSDC were now getting back on track for bins.

Cllr Edmondson thanked Cllr Otton for visiting the residents, her support was appreciated. Councillor Otton also advised that she had visited Yew Tree Farm and went through what conditions not complied with.

7.2

**Cllr Richard Edmondson****- Allotments** *(previously circulated)***Resolved**

**That the annual cost of the Youth club allotment shall be funded by the PC from the allotment account.**

7.3

**Cllr Janet Elnaugh****- Planning & Community Engagement***(previously circulated)*

Cllr Edmondson thanked Cllr Elnaugh for keeping members of the public informed about the installation. He had received one call from a resident of a neighbouring property concerned about the prospect of anti-social behaviour. Cllr Elnaugh had considered the site with Playdale, and it was agreed that the site of the Aerial Runway was in the safest position possible.

7.4

**Vacancy****- Playing field and play equipment**

Cllr Edmondson reported that he had recently raked the mole hills again.

7.5

**Cllr Peter Holborn****- Tree Warden & DNP Environment Grp***(previously circulated)*

The meeting asked the clerk to send letters of appreciation to the two residents who had recently planted new hedging on the boundaries of their properties.

7.6

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

An oral report that the village hall would likely be re-opening in June.

7.7

**Vacancy****- Footpaths & Byeways**

7.8

**Cllr P Selvey****- Highways**

An oral report advising that four posts to support the new SID device were due for installation after the May Elections (a delay due to purdah).

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- 21.03.08 **Noted:** The clerks report that
- 8.1 The VAT126 claim for quarter 3 had been submitted in the sum of £130.08.
- 8.2 **Resolved**  
**That Hilary Workman be appointed as Responsible Financial Officer (RFO) for the next financial year (2021-2022).**
- 8.3 The new Defibrillator Cabinet gifted to Drinkstone Parish Council by a local business had been added to the parish council's asset register.
- 8.4 The National Association of Local Council's advice with respect to remote meetings (previously circulated as **DPC.21.02.01**) and a proposed schedule of meetings for the next financial year. The meeting agreed the following schedule of meetings;  
**April 12<sup>th</sup> & May 4<sup>th</sup>** (Annual Meeting of the Parish Council) – by zoom  
**June 7<sup>th</sup>, August 2<sup>nd</sup> October 4<sup>th</sup> December 6<sup>th</sup> January 10<sup>th</sup> & March 7<sup>th</sup> 2022**
- 8.5 The vacancy arising from the resignation of Cllr Hembra could now be filled by co-option, there being no request for an election. A notice of vacancy had been published, inviting applications by 19<sup>th</sup> March for consideration at the Parish Council's April meeting. The 2<sup>nd</sup> vacancy notice would expire on 3<sup>rd</sup> March, and if no request for an election were received, the Clerk would advertise 2<sup>nd</sup> vacancy, with a closing date of 31<sup>st</sup> March.
- 8.6 Invoices for allotment rents for the next financial year have been raised. A vacant allotment on Gedding Road had now been taken, with a new interest on the waiting list.
- 8.7 Greene & Greene had advised that they anticipated the Parish Land Registrations would be completed by HM Land Registry in a further couple of months.

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**21.03.09 Noted:**

- 9.1 The following income:

	DESCRIPTION	£
9.1.1	Allotments Rents (not included in bank reconciliation to 31/01/21)	£53.00
	BMSDC (SID Grant)	£1000

- 9.2 The following payments for authorisation:

	Description	£
9.2.1	Places4People	£4203.96
9.2.2	Refund to Clerk (Print Toner)	£142.50

- 9.3 **Resolved**  
**That the expenses listed above (9.1-9.3) be authorised for payment.**

- 9.4 To note the following payments previously authorised:

	DESCRIPTION	£
9.4.1	Clerk Salary Period 10 (Jan '21) (Min.Ref.20.06.7.2)	£247.55
9.4.2	Playdale Playground (Aerial Runway) # (Min. Ref 20.12	£6091.36
9.4.3	Playdale Playground (Nest Swing) # (Min.Ref 21.01. )	£1997.86
9.4.4	Drinkstone History Group (Website Contribution) Min. Ref 20.06	£10.00

- 9.5 The current account balances and reconciliation to 31<sup>st</sup> January 2021, as scheduled, and the Chairman's confirmation that they were supported by relevant Bank Statements.

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9.6 The current spend against budget as set out in the cash book.

**9.7 Resolved**

**To update the banking mandates for Unity Trust Bank and Lloyds Bank accounts to remove Cllrs Hembra and Schofield, and Cllr Schofield respectively.**

**21.03.10 Noted:**

Cllrs considered a proposal to vire unspent funds from budget lines specified in report **DPC.21.03.02** to the specified earmarked reserves and

**Resolved**

**To authorise virement of funds from the budget lines specified in report DPC.21.03.02 to the specified earmarked reserves.**

**21.03.11 Noted:**

The following Planning results as notified by MSDC:

- 12.1 **DC/20/03345** – Discharge of Conditions Application for DC/18/01476 Condition 5 (Landscaping Scheme)  
**Briar Cottage, Gedding Road, Drinkstone, BSE IP30 9TF**  
**BMSDC:** Refusal **PC** Not Consulted on this type of 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**  
**BMSDC: Approval of Reserved Matters** **DPC: No Objections**
- 12.3 **DC/20/05201** – **Application for Listed Building Consent**  
Erection of a single storey rear extension; Erection of extension and alterations to outbuilding to form annexed accommodation; Erection of walled garden and green house (following removal of tennis court) revisions to **DC/20/02960**.  
**Rookery Farm, Gedding Road, Drinkstone, BSE IP30 9SZ**  
**BMSDC: Listed Building Consent:** **DPC: No Objections**

**21.03.12 Noted:**

The following Planning applications notified by MSDC for comment.

- 12.1 **DC/21/00735** – Application for Reserved Matters  
Submission of Details (Reserved Matters) for Outline Planning Permission DC/18/01268 dated 20/06/18 - Access, Appearance, Landscaping, Layout and Scale for Erection of 2no. detached bungalows  
**Land West Of Shortgate, Beyton Road, Drinkstone, Suffolk**  
Councillors Considered report **DPC.21.03.03** (previously circulated), and noted that the application included the planting of new native hedging along boundaries. The parish council had no objections to the application but requested that any consent include a requirement for additional planting on the western boundary.
- 12.2 **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.**

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- 12.3 **Notification of Planning Appeal APP/W3520/W/20/3263402 DC/20/03665** – Application for Outline Planning Permission (Access) 1 no. detached single storey dwelling & garage. Construction of new vehicular access.

**Ivy Cottage, Rattlesden Road, Drinkstone, IP30 9TN**

**The meeting agreed that it had no further comments to add.**

**12.4 Resolved**

**That the Clerk makes known the Council's comments on the above planning appeal to the Planning Inspectorate.**

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21.03.13 **Noted:**

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

- 13.1 That a response to the Suffolk County Council consultation: Help Shape Guidance for New Housing Developments, delegated to DNP Steering Group (Cllr Holborn) to draft in consultation with the Clerk, had been submitted.
- 13.2 That a consultation on Beyton NP had been received – closing date 23<sup>rd</sup> April, which would be included on the April Agenda. The meeting asked Cllr Holborn to draft a response for consideration at the April meeting

21.03.14 **Noted:**

That when public comment or questions on any matter of Council business was invited, the following:

- A query regarding the settlement hierarchy scoring for Drinkstone. Cllr ?? advised that there were factual errors which Drinkstone PC had brought to attention of BMSDC. When those revisions had been made, there was no change to the settlement hierarchy.

21.03.15 **Noted:**

That when any other Council business for information, to be noted or for inclusion on a future agenda was invited, the following:

- Cllr Edmondson advised that the clerk had resigned, leaving a vacancy for the position of clerk to the council. The meeting agreed that it wanted to appoint with degree of urgency, and Cllr Edmondson proposed an extraordinary meeting the following Monday (8<sup>th</sup> March) to put together a Job Description, Person Specification, agree a salary scale and appoint an interview panel.
- Cllr Edmondson advised that an outline draft strategic plan would be presented at the April meeting.

21.03.16 **Noted:**

that the scheduled date for the next meeting would be Monday 12<sup>th</sup> April 2021 by remote zoom meeting

<https://us02web.zoom.us/j/81558528335?pwd=dUIEU1lXaHN2N3k5ayt0UGRxRUJpdz09>

Meeting ID: 815 5852 8335

Passcode: 042261

dial in direct from your mobile or landline on the numbers below:

+44 203 481 5240, +44 131 460 1196, +44 203 051 2874, +44 203 481 5237

21.03.17 **Noted:** Close of meeting. 20:54

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