

# **DRINKSTONE PARISH COUNCIL**

## **MINUTES**

of an Ordinary Meeting of the Council held on

**Monday 2<sup>nd</sup> September 2019**

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

**Attending:** Parish Clerk Mrs Hilary Workman

**SC Cllr Penny Otton**

**1 member of the public**

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

19.09.02 **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.

**19.09.03 Resolved:**  
**That the Minutes of the:**  
**3.1 Parish Council Meeting held on 1<sup>st</sup> July 2019;**  
**3.2 Extraordinary Parish Council Meeting held on 18<sup>th</sup> July 2019; and**  
**3.3 Extraordinary Parish Council Meeting held on 5<sup>th</sup> August 2019**  
**as tabled, were agreed as true records.**

19.09.04 **Noted:**  
The following 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 5<sup>th</sup> 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. Cllr Schofield confirmed the number & position of Grit Bins to be re-filled.
- 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. The meeting asked the Clerk do this.
- 4.5 Request for Drinkstone Parish Council to support an application for TPO – this item was withdrawn.
- 4.6 Richard Jackson Engineering Consultants

19.09.05 **Noted:**  
5.1 A written report (*circulated*) from District and County Council Ward Member Cllr Penny Otton, who further advised that:

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- Her political group had put in a submission recommending that the BC keep the same number on the basis of the projected population increase. Mid Suffolk is the 3<sup>rd</sup> largest District in the Country. Conservative and Labour groups had submitted recommendations that the number of Cllrs be reduced to 70. Mid Suffolk was not in a position where it could be sub-divided;
  - Cllr Otton had been in touch with One House volunteer scheme regarding their work on substitution transport services for a withdrawn bus route.
- 5.2 A written report from Cllr Edmondson (**Report DPC.19.09.01** *circulated*). Cllrs discussed the Parish Council's obligation to undertake works to the trees identified and agreed that further information should be sought by the Clerk. The meeting noted that tree T2 identified on the roadside adjacent to the allotments was not a Parish Tree and asked the Clerk to report this to Suffolk County Council.  
The substantive proposal below  
**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.**  
Was withdrawn.
- 5.3 A written report from Cllr Hembra (*circulated*), who further reported that;
- Chains to swings had been re-adjusted
  - Fencing on new boundary following sale of land to residents adjacent to Cricket had been erected. A number of residents had included gates onto the playing field. Cllrs noted that other properties bordering the playing field also have access onto it and agreed that any new hedging established bordering the fence line would leave gaps for resident access.
  - Some vandalism to Oaks on the Cricket had been noticed. Cllr Holborn agreed to check branches and trim back where required.
- 5.4 A written report from Cllr Holborn (DPC 19.09.02, *circulated*). Cllr Otton confirmed that she supported the proposal and that Cassandra Clements was the Officer to correspond with. The meeting agreed that Cllr Holborn would draft a letter for the Clerk to send.
- 5.5 A written report from Cllr Selvey (DPC19.09.03, *circulated*), who further reported that:
- Potholes on Rattlesden Road had been reported to SCC for inspection
  - Painting of white-lines at Junction of the Street and Beyton Road were scheduled in next 14 weeks.
  - SID/VAS units cost in the region of £3,000. Cllr Otton kindly indicated that consideration could be given to applying to her locality budget for some funding. Cllr Selvey confirmed that he would look for additional sources of grant or match funding.
- The meeting asked the Clerk to invite Cllr John Barton, Chair of Wickhambrook Parish Council to the next meeting of the Parish Council to answer any questions Cllrs may have about operating VAS/SID units.  
And Oral reports from:
- 5.5 Cllr Moss, who confirmed that the materials required for improving the fabric of the phone box had been ordered with a view to commencing the work with the assistance of a working party in the next month.
- 5.6 Cllr Schofield confirmed that:
- The Style on Footpath 16 had deteriorated. The matter had been reported to SCC requesting the installation of a gate, but the work had not been completed.

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- Cllr Schofield had reported to SCC that part of a ditch on Footpath 13 had become blocked, resulting in the footpath becoming very muddy. SCC had responded indicating that a tree would require removal but not giving a timeline for the work. Cllr Haslett had advised SCC that there was no tree to be removed. He further reported that he would arrange for the ditch to be dug out with a team of volunteers over the next two weekends.

19.09.06 **Noted:** Open Session

That when public comment or question on any agenda item was invited, the following:

1. Would classification of the village as a Hamlet have changed had BMSDC recognised that there were businesses in the village?

Cllr Youngs confirmed that it was her understanding that at the time of the original classification, businesses were not part of the criteria on which a classification was reached.

2. Did the Parish Council lobby to change the classification to a Hamlett?

Cllr Youngs advised that Drinkstone Parish Council had reported factual inaccuracies in BMSDC's original information (for example, the distances between Drinkstone and Stowmarket, and Drinkstone and Bury St Edmunds) and confirmed that the new NP being developed has looked at the wider context of the village.

19.09.07 **Noted:** The Clerk's report, items detailed below:

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

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

- 7.2 The meeting agreed to renew the insurance without a long-term undertaking (£349.44); and

**Resolved**

**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 The Clerk had registered 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 was now also being used to record parish assets. The subscription fell due for renewal on 7 September at a cost of £75 plus VAT.

- 7.5 **Resolved**

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

19.09.08 **Noted:**

The following receipts:

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

- 8.2 The following schedule of payments for authorisation:

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	Description	£	Santander Chq No.
8.2.1	Top Garden Services # 10 (11 <sup>th</sup> & 25 <sup>th</sup> July)	£112.50	22041
8.2.3	Community Action Suffolk: Parish Insurance	£349.44	22042
8.2.3	Parish Online subscription	£90.00	22043

And further noted that Cheque No's 22044 & 22045 had been cancelled.

### 8.3 Resolved

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

8.4 Payments previously authorised

	Description	£	Santander Chq No.
8.4.1	Clerk Salary: Period 5	£238.33	22046

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

### 8.6 Resolved

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

### 19.09.09

#### Noted:

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

#### Resolved

**That the Clerk make 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, there being no additions, amendments or deletions agreed at the meeting.**

### 19.09.10

#### Noted:

- 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:

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- 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 **Noted:**
- 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**  
**The meeting agreed there was no objection to this application.**
- 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**  
 The meeting did not object to the application subject to the planting and maintenance of a replacement deciduous tree of locally indigenous species, close to the existing tree to be felled or elsewhere on the same property. ( Hornbeam, Wild Service, or Silver Birch should be considered as suitable replacements) The replacement tree shall be a "standard" 10-12cm stem girth with a single straight trunk clear of lower branches for at least 1.8metres.
- 19.09.12 Resolved:**  
**That the Clerk make 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 **Noted:**  
 That there were no other planning matters for information, to be noted or for inclusion on a future agenda.

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- 19.09.14 **Noted:**
- 14.1 An oral update from Cllr Youngs advising that the Draft Neighbourhood Plan was out on Public Consultation (closing 4<sup>th</sup> October 2019).
- 14.2 Cllrs considered a request to fund a Drinkstone Walks Flyer submitted by the Neighbourhood Plan Environment Group. The meeting asked the Clerk to write requesting that a detailed business case for the proposed flyers, setting out proposed costs (3 quotes), the target audience and the purpose of the leaflets be submitted in order that the matter could be considered at a future meeting of the Parish Council. Page | 1948
- 19.09.15 **Noted:**
- 15.1 A report on progress toward registering Parish Lands for Drinkstone (circulated as DPC19.09.05).
- 15.2 **Resolved:**  
**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.**
- 15.3 Cllrs further agreed that the right of access track leading across Parish Lands at Rattlesden Road be re-established at the 8' width (whether or not the Parish Council is able to establish its Title over the track).
- 19.09.16 **Noted:**
- A report (circulated as DPC19.09.06) on progress towards the GDPR.
- 19.09.17 **Noted:**
- A report (circulated as DPC19.09.07) on a vacant property in Drinkstone. Cllrs noted that the Grade II listed property (1 Stotts Cottages), formerly rented out as an affordable home had been boarded up for two years. The meeting agreed to ask the Clerk to write to the Head of Housing at BMSDC (copy to Conservation and Suffolk County Council) asking the District Council to either make good the property and bring it back into use, or sell it.
- 19.09.18 **Noted:**
- When public comment or questions on any matter of Council business were invited, the following:
- 18.1 With reference to item 17 above, a parishioner reported that when an individual had asked BMSDC to swap from their property into the vacant property, their request had not been granted.
- 19.09.19 **Noted:**
- There was no other Council business for information, to be noted or for inclusion on a future agenda.
- 19.09.20 **Noted:**
- That the scheduled date for the next ordinary meeting of the Parish Council was Monday 7<sup>th</sup> October 2019 beginning at 8.00pm in the Village Hall.
- 19.09.21 **Noted:**
- The meeting closed at 9:37pm.

**Signed:** Daphne Youngs

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