



## CREETING ST MARY PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Creeting St Mary on **Monday, 25<sup>th</sup> November 2019 at 7.30pm.**

### **Present:**

Councillors:                    S Haynes (Chair)  
   J Palmer  
   R Coton  
   H Craggs  
   P Scully  
   L Plummer

In Attendance:                J Blackburn – Clerk  
   M Hicks – County Councillor  
   Three representatives from the Village Hall MC

### **CSM139/19/20 – PUBLIC FORUM**

There were no members of the public present.

### **CSM140/19/20 – TO RECEIVE APOLOGIES OF ABSENCE**

Apologies had been received from Cllr Emmins and District Cllr Norris.

### **CSM141/19/20 – TO RECEIVE DECLARATIONS OF INTEREST**

Cllr Haynes and Cllr Smart declared an interest in item 12 on the Agenda.

### **CSM142/19/20 – TO RECEIVE APPLICATIONS FOR DISPENSATION**

None had been received.

### **CSM143/19/20 – TO APPROVE THE MINUTES OF THE MEETING HELD ON 10<sup>th</sup> OCTOBER AND 6<sup>TH</sup> NOVEMBER 2019**

**It was AGREED:** That the minutes of the meetings held on 10<sup>th</sup> October and 6<sup>th</sup> November 2019 be approved as a true record and signed by the Chair.

### **CSM144/19/20 – TO RECEIVE THE POLICE REPORT**

The Police were not present at the meeting and a report had not been received.

### **CSM145/19/20 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR M HICKS**

Cllr Hicks reported the following:

- **Thousands of illegal cigarettes seized in Lowestoft raids** - Trading Standards had successfully targeted Lowestoft retailers in illegal tobacco raids, seizing 21,880 cigarettes and 10.9kg of rolling tobacco. The raids, which took place in October, involved officers from Trading Standards and Suffolk Police who targeted four different premises in the town. The cigarettes and tobacco failed a visual inspection as genuine products. Investigations into the seizures will continue and shop owners will face a formal interview.

- **Suffolk's gritting fleet gets personal** - On 14<sup>th</sup> October, SprEd Sheeran, Benjamin Gritten and Grit Rhys Jones joined the ranks of Suffolk's gritting service as Suffolk Highways announced its newly named gritting fleet. During the summer, Suffolk Highways asked attendees at the Suffolk Show to suggest names for its 41 gritting lorries as part of its first ever Gritter Naming Competition. The service received over 500 suggestions. Suffolk's gritters now have their names proudly displayed on the front and side of their cabs and were ready to grit the roads when needed. It had been fantastic to see the enthusiasm from Suffolk's children and adults during Suffolk's first ever naming of the gritters.
- **Braking Point returns to help young adults stay safe on Suffolk's roads** - The Suffolk Roadsafe board was working with 16 and 17-year-old students to encourage young people to stay safe on Suffolk's roads. The board was a partnership between Suffolk County Council, Suffolk Fire and Rescue Service, the Police and Crime Commissioner, Suffolk Constabulary, Highways England and the East of England Ambulance Service. The Road Safety Team's Braking Point project relaunched in the week of 7<sup>th</sup> October and would be visiting 20 schools across Suffolk to deliver the Braking Point play. The play, delivered by Performance in Education, was designed to encourage the safe behaviours of both drivers and passengers.
- **First time central heating systems for Suffolk residents** - A further 200 Suffolk homes without central heating would soon be able to have their first ever system installed. On 7<sup>th</sup> October it was reported that Suffolk's local authorities had secured an additional £760,000 of funding from the Warm Homes Fund, which would enable the installation of 204 first time central heating systems in eligible, fuel-poor households across Suffolk over the next three years.

Cllr Scully reported to Councillor Hicks that the white lines on the Flordon Road/Coddenham Road junction had gone and needed replacing, to which Cllr Hicks stated that he would have a look at the location.

Cllr Coton reported that at A140/All Saints road junction white stop lines were missing and not replaced after recent A140 road works.

#### **CSM146/19/20 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT**

Cllr Norris was not present at the meeting but his report was circulated prior to the meeting and could be viewed on the village website.

#### **CSM147/19/20 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS**

##### **a) TO RECEIVE THE CLERK'S REPORT**

The Clerk had nothing to report in addition to what was on the agenda.

##### **b) FINANCIAL REPORT**

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 17<sup>th</sup> November 2019 was £58,935.28.

##### **c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Nov)	£291.72
Jennie Blackburn	Clerk's Office Allowance / Expenses (Nov)	£58.01
Community Heartbeat Trust	Cabinet Installation	£240.00
Vertas Group Ltd	Grass Cutting	£285.02
Jennie Blackburn	Clerk's Pay (Dec)	£291.72
Jennie Blackburn	Office Allowance/Expenses (Dec)	£26.33

**It was AGREED:** That payments totaling £1,192.80 be authorised and actioned by the Clerk and a payment of £118.80 to BMS imaging Ltd for producing a copy of the parishes footpaths be ratified.

The following receipts were noted:

M Euston	Donation for Defibrillator	£2,320.00
MSDC	CiL Monies	£11,025.95
Social Club	Firework Night Gate Money	£615.00
Social Club	Sparklers	£41.67
Resident	Historical Map CD	£7.50

d) **DRAFT BUDGET**

Cllr Palmer asked for confirmation that £300 was being put into reserves for the Play Area to which the Clerk confirmed that that amount had been transferred at the start of the financial year. She also confirmed that maintenance of the equipment came out of the general reserves whereas the earmarked monies for Blacksmiths Field was for capital projects such as replacement or new equipment.

Cllr Craggs gave members an overview of what the CiL monies could be within the next year or two.

**It was AGREED:** That the Draft Budget be approved.

e) **DONATIONS**

**It was AGREED:** That donations of £50 be made to the Citizens Advice Bureau and £50 to the Needham Market First Responders.

**CSM148/19/20 – REQUEST FOR CIL MONIES – VILLAGE HALL MANAGEMENT COMMITTEE**

Three representatives of the Village Hall Management Committee (VHMC) were present at the meeting, Dave Allen, Chris Bingley and William Barnes. They gave members an overview as to where the Village Hall currently were with their finances and planned projects.

The sound proofing doors project had been a success in one respect, with the hall now being able to be opened up into the lounge, making it a more attractive space for large functions and events. The doors sound proofing remained incomplete and ways to rectify that were being looked into.

The Pool Room was being made more useful by becoming a meeting room.

It was reported that over the years the hall's lettings had been successful and profitable but in recent years major income had been lost, such as the closure of the Nursery provision. So, ways in which to boost its finances the VHMC were trying to think of options in which to generate its income.

One area which lessened the appeal of the hall to more lettings was the kitchen area. A refurbishment of the kitchen would be beneficial such as the replacement of worktops with a stainless steel surface and larger oven. That way the kitchen/hall would be more appealing to professional caterers

The main project at the current time was the heating system. The hall was run on two heat pumps, one of which had failed 3-4 years ago leaving the remaining one vulnerable and if that failed then heating the hall would be a major issue, which meant the heating needed to be renewed as quickly as possible and as such quotes to replace the system had been sought. They ranged between £18,000 and £24,000 and advice had been given as to what was needed.

The VHMC's finances were currently in the region of £30,000 some of which needed to be put aside for other projects, so help with funding for the heating project was needed. They had £8,000 earmarked for

the project and had approached various funders to help towards the cost, some of which needed to know that other contributions had been secured but had not given an amount as to what their contributions would be.

Therefore, the VHMC were asking the Parish Council for an initial contribution of £2,000 and the knowledge that they could return to ask for any shortfall once all contributions had been confirmed.

It was also asked if the Parish Council could write a letter of support for the project to help with funding request applications.

**It was AGREED:** That the Parish Council pledge an initial sum of £2,000 to the VHMC for the replacement of the heating system.

That the Parish Council write a letter of support to the VHMC for the project. **Clerk to action.**

### **CSM/149/19/20 - PLANNING APPLICATIONS**

**Ref: DC/19/04868** - Outline Planning Application (some matters reserved- access and layout to be considered) - Severance of garden and erection of 2No dwellings - Orchard Haven, All Saints Road, Creting St Mary, Ipswich Suffolk IP6 8PJ

**It was AGREED:** That the Parish Council have no objections to the application. **Clerk to action.**

**Ref: DC/19/05256** - Application for Permission in Principle Town and Country Planning Act 1990 - Town and Country Planning (Permission in Principle) (Amendment) Order 2017 - Erection of 2No Dwellings - Land To The North Of, All Saints Road, Creting St Mary, Suffolk

Members were concerned that this was a green field site.

**It was AGREED:** That the Parish Council OBJECT to the application as it was a green field site. **Clerk to action.**

Cllr Scully reported that on the recent decision notice for **DC/18/05601** – Discharge of Condition(s) Town and Country Planning Act 1990 - Discharge of Conditions application for 4188/15 - Condition numbers 5, 7, 8, 11, 12, 13, 14, 15, 16, 19, 21, 22, 23, 24, 26, 27, 29, 30, 31, 32, 36, 39, 41, 42, 44 and 45 - J Breheny Contractors Ltd, Flordon Road, Creting St Mary – he was concerned that it seemed the footpaths noted on the documentation provided seemed to pass over land they Breheny did not own. He asked that clarification be sought on this.

Members felt that the Planning Officer and a representative from Breheny be invited to the next meeting of the Parish Council in order to discuss the intentions for the site and footpaths within it.

**It was AGREED:** That the Clerk invite the Planning Officer and Breheny to the next meeting.

### **CSM150/19/20 - PLANNING DECISIONS**

The following decisions were noted:

**Ref: DC/19/04359** - Householder Planning Application - Erection of two storey rear extension and balcony - Thatched Cottage, All Saints Road, Creting St Mary, Ipswich Suffolk IP6 8PW – **WITHDRAWN**

**Ref: DC/19/04441** - Outline Planning Application (some matter reserved - access to be considered) - Erection of 1No detached dwelling and garage (re-submission of refused application DC/19/00077) - Highfield, All Saints Road, Creting St Mary, Ipswich Suffolk IP6 8NG – **GRANTED**

**Ref: DC/19/04528** - Householder Planning Application - Erection of second floor loft conversion extension - Highfield, All Saints Road, Creeting St Mary, Ipswich Suffolk IP6 8NG – **GRANTED**

**Ref: DC/19/04799** - Householder Planning Application - Erection of carport Halcyon House, All Saints Road, Creeting St Mary, Ipswich Suffolk IP6 8NQ - **GRANTED**  
**CSM151/19/20 – BOSCH TOOLS FOR VILLAGE**

The Clerk reported that she had received details from Cllr Norris as to who could provide a container for the tools to be stored in but she had yet to seek a quote.

Cllr Scully informed members that he had contacted a local firm in Bacton in relation to purchasing a container and he was quoted £1,480 with £160 + VAT for delivery.

#### **CSM152/19/20 - TRAFFIC CALMING MEASURES**

The Clerk informed members that communication with the Speed Management Team on this project was slow. She was awaiting their feedback on a new location for the VAS machine.

Members felt that an appropriate location would be on the corner of All Saints Road, a small green triangular piece of grass adjacent no. 54.

Members were interested in seeking quotes for a second speed sign which meant that the current one would not have to be moved between locations on a regular basis.

**It was AGREED:** That the Clerk liaise with the Speed Management Team to seek whether the location identified was acceptable.

#### **CSM153/19/20 – DUNCHES LANE**

There was nothing to report.

#### **CSM154/19/20 – FREE TREES**

Cllr Craggs reported that he had 160 trees being delivered in the near future all of which were going to be planted in various parts of the parish. These included an Oak Tree on Jacks Green.

#### **CSM155/19/20 – FIREWORK NIGHT**

It was felt that parts of the Firework Night needed re-assessing, such as adequate lighting, a sound system and a Risk Assessment carried out by a qualified Health and Safety Officer.

**It was AGREED:** That a meeting be held in the near future between the Parish Council and the Social Club in order to ensure that it was water tight and all-important aspects of Health and Safety were met.

#### **CSM156/19/20 – NOTICEBOARDS**

The Clerk reported that the 'Men's Shed' would be taking back the noticeboard from Jacks Green in order to re-varnish it. Cllr Scully stated that he would be happy to take it to them.

#### **CSM157/19/20 – RED TELEPHONE BOX**

The Clerk reported that the defibrillator should be installed within the red telephone kiosk on Wednesday, 27<sup>th</sup> November.

Cllr Scully showed members the footpath sign and information boards that he had had made to also go inside the kiosk.

**CSM158/19/20 – MINTENANCE OF VERGES WITHIN THE VILLAGE**

Cllr Haynes reported that Nick Hardingham from Alder Carr Farm had agreed to keep the footways cut short either side of the path up to the church on All Saints Road and also the path from St Mary’s Gardens along to Alder Carr. He had also agreed to cut the blackberry bushes back at the junction of Jacks Green Road and St Mary’s Gardens.

**CSM159/19/20 – SOCIA MEDIA**

Cllr Craggs reported that nothing would happen on this until the new year. Cllr Plummer stated that she would be happy to take on this task.

**CSM160/19/20 – PLAY AREA INSPECTION REPORT**

Following the receipt of the Inspection Report of the play equipment Cllr Palmer stated that there was a short list of maintenance jobs that needed to be carried out. The Clerk informed members that she had received an advertisement for a company in Ipswich that often worked for Parish Councils maintaining and/or replacing play equipment and thought they would be worth contacting.

**It was AGREED:** That Cllr Palmer contact the above company.

**CSM161/19/20 – REPORTS**

**Blacksmiths Field** – Cllr Palmer reported that the goal post nets had now been fixed down.

**SALC** – Cllr Coton reported that he had attended the SALC conference which had a planning theme. The AGM was due to be held on 26<sup>th</sup> November 2019 and the next Area Forum was due to be held on 3<sup>rd</sup> December.

**Footpaths** – Cllr Scully reported that the land owner of FP 7 adjacent to Lyndale Lodge, intended to put up a sign as suggested to advise walkers and contractors to beware of ongoing works. He visited the site where a temporary road and fence had been erected for safety reasons which he was satisfied with. He added that a resident was concerned that quad bikes had been using FP19 when in fact it had been a tree cutter. The resident had now been advised by Cllr Scully.

**Village Hall** – Cllr Haynes had nothing further to report.

**Sustainability** – Cllr Craggs had nothing further to report.

**CSM162/19/20 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL**

- Traffic Calming along All Saints Road – many dangers with it being a narrow road, speeding motorists, many pedestrians at school drop off and pick up times – PSCO be contacted to come and inspect.

**CSM163/19/20 - DATE OF NEXT MEETING**

**It was AGREED:** That the next meeting be held at the Village Hall on Monday, 13<sup>th</sup> January 2020 at 7.30pm.

The meeting finished at 10.15pm.

Chairman: ..... Dated: .....