

Wherstead Parish Council

Chairman: Cllr David Baldry

Parish Clerk: Jill Davis

Minutes of the Annual Meeting of WHERSTEAD PARISH COUNCIL held in The Meeting Room on THURSDAY THE 27TH MAY at 7.30pm.

Present: Councillors: Baldry, Coates, Cobbs, Knibbs, Loader and Moyes

Parish Clerk: Jill Davis

Public: 0

Babergh and Suffolk Councillors: None in attendance

Abbreviations: **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council. **SCC:** Suffolk County Council. **B/MSDCs:** Babergh /Mid Suffolk District Councils. **CAS:** Community Action Suffolk. **PMBMCIC:** Pin Mill Bay Management Community Interest Company. **SALC:** Suffolk Association of Local Councils. **LCPAS:** Local Council Public Advisory Service **CEP:** Community Emergency Plan. **VDF:** Village Development Framework. **RoW:** Rights of Way. **TAG:** Tourism Action Group. **AONB:** Area of Outstanding Natural Beauty.

The Council and members of the public were reminded by notice and by the Chairman that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded. This *does not extend* to live verbal commentary.

1. **Election of Chairperson Chairman for 2021-2022:** and to sign Declaration of Acceptance of Office
Cllr Baldry opened the meeting at 7.31pm and welcomed everyone.
Cllr David Baldry was elected Chairman for 2021 -2022. The declaration of acceptance of Office was signed.
2. **Election of Vice-Chairperson (if applicable) for 2021 – 2022**
Not applicable
3. **Statutory Documents for Members:** to sign
Declaration of Acceptance of Office, Register of Members' Interests, Councillors and Method of Service of Summons
All members present signed the statutory documents
4. **Apologies for absence:** to receive and note apologies
All in attendance
5. **Dispensations:** to consider requests
No dispensations requested
Declarations of Interest to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
No declarations of interest offered
6. **To approve the minutes of the Parish Council Meeting held on the 9TH of MARCH 2021:**
These minutes were approved by resolution.
7. **To approve the minutes of the Parish Council Meeting held on the 30TH of MARCH 2021:**
This item was deferred
8. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
No members of the public were in attendance
9. **Reports:** to receive reports
9.a County Councillor Report – Update
County Councillor's Report was circulated to the members before the meeting
9.b District Councillor Report – Update
District Councillor's Report was circulated to the members before the meeting
10. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
No items
11. **Clerk's Correspondence Report:** Items received after the publication of the agenda or for items needing discussion
10.a Resignation of Cllr Linda Head
Parish Clerk confirmed the resignation of Cllr Linda Head. However, the resignation was left open – the Parish Clerk will contact Cllr Head direct.
12. **Delegated Powers of Parish Clerk:**
11.a For members to consider the delegated Powers to the Parish Clerk:
Planning, all correspondence (excluding any committees/working parties that does not involve the Parish Clerk) website and policies and procedures
This item was discussed but not concluded at this meeting.

- 11.b For members to consider delegated Power of Stationery £30.00 for 6 months**
This item was approved by resolution
- 11.c For members to approve keys cut for the Notice Boards (Parish Clerk)**
This item was approved by resolution
- 13. Parish Council:**
For members to consider responsibilities going forward
This item was discussed but not concluded at this meeting. Cllr Coates had provided an update of his responsibilities to the Parish Clerk. However, no other members had provided any information.
- 14. Parish Clerk Responsibilities /Duties:**
To update members – Please see supporting paper
This item was discussed at the meeting but not concluded.
- 15. Planning Matters:**
14.a To update members concerning Planning Applications (paper)
Cllr Coates updated the members. Appendix WPC 1 attached
14.b To update members concerning TRO (Cllr Coates)
Cllr Coates updated the members via email before the meeting
14.c To update members concerning Planning and associated Admin – Parish Clerk
This item was discussed but not fully concluded at this meeting
14.d For members to consider future consultation with developers
This item was approved by resolution. However, for the Parish Clerk to be the main contact
14.e For members to consider the position of Bellway Homes and Klondyke Field
Cllr Coates updated the members.
- 16. Administration:**
15.a To update members with the High Court Ruling concerning Remote Meetings
Parish Clerk updated the members with the High Court Ruling and that zoom meetings can continue for steering groups, working parties. However, all decisions that need to be made by the full council need to be face-to-face.
15.b For members to consider the planting costs for Church Lane (Cllr Coates) (Unlawful to give any funds to Church's)
Cllr Coates informed the members that the proposal is to have a Village Day in September at the church. This could be a joint project between the church and the parish council to plant bulbs in Church Lane. The cost could be approx £100.00. Further information will be supplied for a decision to be made at the next full council meeting. Parish Clerk informed the members that if the area was owned by the church that it would be unlawful to provide any funds.
15.c For members to consider the date for The Great British Spring Clean – 28/05/2021 - 13/06/2021
This item was deferred
15.d For members to consider costings and actions for Quiet Lanes (Cllr Baldry)
Cllr Baldry informed the members of the next stage.
A public meeting to be organised to update all the parishioners. Date to be announced. Local Press will be invited.
15.e For members to consider costings for the Parish Magazine (Cllr Baldry)
Members were concerned about the costings and other issues. Working Party to be formed
Members Cllrs Baldry, Knibbs, Loader and Parish Clerk. Date to be confirmed
15.f For members to consider Parish Projects (Cllr Coates)
Cllr Coates updated the members with the following:
Light pollution – The Beefeater Manager has been contacted – car park lights have been adjusted
Issues with Broadband speeds – Information on the website. Individual cases resolved
Waste Bin – being Monitored
Fly Tipping Issues – Information published in the parish magazine
HGV Issues in the street – Ongoing
Illegal Advertising – BDC to be contacted – ongoing
Cllrs Knibbs and Cobb reported on the following:
Issues with day parking on Bourne Hill – not living in the parish. Looking at double yellow lines and parking restrictions. Issue ongoing
15.g To update members concerning Drainage Issues
Cllr Baldry updated the members. Appendix WPC 2 attached
15.h To update members concerning CIL Payments and Process (Parish Clerk)
Parish Clerk provided information for the members
- 17. Neighbourhood Planning Matters:**
16.a For members to consider the Legislation Process for the Neighbourhood Plan (Parish Clerk)
Parish Clerk updated the members. This item was debated and not concluded at this meeting.
16.b To update the members with the Grant Request (Cllr Knibbs)
Cllr Knibbs informed the members that she was working through the document.
16.c To update members and consider actions – if applicable (Cllr Coates)
Cllr Coates updated the members with the following:
Neighbourhood Plan team working on tasks 11,12,13,14 and 15
The first draft is due to be reviewed from 11th to 24th June.

AECOM Report – parish councillors need to review asap and return comments

Aspiration Documents – parish councillors need to review and return comments

16.d For members to consider (as N/P Progresses Extraordinary Meetings) (Parish Clerk)

This item was not discussed by the members

18. **Payments to Consider:** May 2021 Payments:

Members to consider May's 2021 Payments – if applicable

Payments were approved by the members. Cllrs Knibbs and Baldry signed the cheques

19. **The next meeting of the Parish Council:**

TUESDAY 13th JULY 2021 AT 7.30PM

WHERSTEAD VILLAGE HALL

The Chairman thanked all the members and closed the meeting at 9.40pm

Signed:

Dated:

27/5/2021

Wherstead Parish Council Briefing PaperSubject: PlanningDate: 14th May 2021Purpose: For information and decisionLead: RobinTopics:

- 1) Foodhall canopy with retractable roof DC/21/01233 (Granted)
- 2) Jimmy's Farm application DC/21/00945: Play area and Toilet (Granted)
- 3) Jimmy's Farm Application: DC/20/05310: Marquee (Still awaiting decision)
- 4) Reserved Matters for Garage Field Warehousing: DC/21/01073 (awaiting decision)
- 5) Garage Field variation applications to previously granted conditions: DC/21/02351 DC/21/02352. Temp Construction Access.
- 6) Klondyke
- 7) Traffic Regulation Order (40mph A137 for toucan)
- 8) Homefield Meadow
- 9) Park Farm Barns
- 10) Fox's Marina

- 11) Monthly Liaison meetings with BDC Planning
- 12) Consultation with developers (For decision).

Discussion:

- 1) Foodhall canopy with retractable roof DC/21/01233 (Granted)
- 2) Jimmy's Farm application DC/21/00945: Play area and Toilet (Granted)
- 3) Jimmy's Farm Application: DC/20/05310: Marquee (Still awaiting decision)
Heritage & Design Officer Objects on grounds of impact to the setting.
Note Although not applied for as such, I believe this is a retrospective application.
- 4) Reserved Matters for Garage Field Warehousing: DC/21/01073 (awaiting decision)
Parish Council has had two extensions on the reply by date, had two meeting with Pigeon with supporting email exchange. All meeting notes in Public domain and emails include Planning officer.
Through negotiation the Parish Council have achieved the following enhancements to the original application:
 - Installation of a new secure access gate and fencing off the A137 serving the northern field (Attenuation Basin site).
 - Securing the Woodside, West boundary access to the Attenuation Basin site
 - Use of entrance barriers to the car parks of all warehouse units.
 - Installation of an ANPR CCTV system on the main spine road.
 - Installation of appropriate signage within the site to facilitate the police with prosecutions.
 - Use of a site wide (main and attenuation basin) security management company with regular patrols, suggested to be hourly outside of normal working hours, being Mon – Fri 9.00 ~ 17.00.

- Have 6 monthly reviews with the Parish Council to assess improvements / changes to the site management.

Additionally:

- Pigeon's architect to consider widening the landscape belt adjacent to the A137.
- Pigeon to consider upgrading the security fencing across the site from SR1 to SR2, giving 3 minutes attack protection, rather than 1 minute.
- Pigeon to consider including suitable fencing as part of the Bobbit's lane upgrade / management plan.

The Parish still objected to the application on the grounds:

- No main gate to secure entire site.
- Visual impact of buildings

The Parish also raised a concern over the impact of the proposed lighting scheme.

- 5) Garage Field variation applications to previously granted conditions: DC/21/02351 DC/21/02352. Temp Construction Access.

Pigeon have requested a variation to the conditions in the previous granted application, so they can start to build out the Garage field development before completing the 278 highways works.

The Parish Council have raised objections due to the safety of the 2 week temporary access and the noise pollution and congestion issue of the two weekend working proposals.

- 6) Klondyke

An update will be requested from Bellway prior to the meeting.

- 7) Traffic Regulation Order (40mph A137 for toucan)

The formal TRO starts the 40mph limit 2/3 of the way up Bourne Hill A137 and ends 110m past The Street

WPC concern's have been discussed with Sam Harvey (SCC Highways) and a formal Parish response will be filed by the 26th May.

Objective to start 40mph at Bourne Hill roundabout and extend it further to the south A137.

- 8) Homefield Meadow

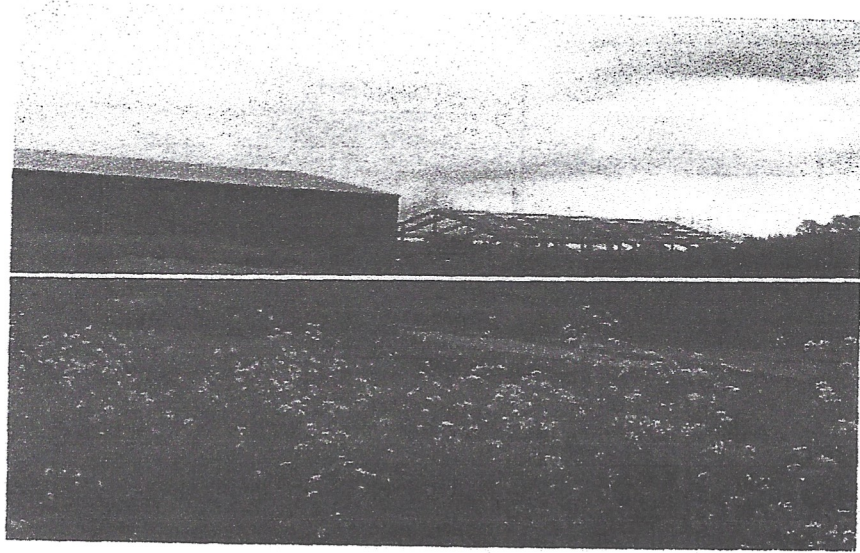
BDC Legal have not yet completed the 106.

- 9) Park Farm Barns

A number of residents have complained about the cutting of the West Boundary hedge. This has been raised with Robert Paul who has provided an explanation (Published on Web site and provided to residents who expressed concern.

278 For roadway access to PFB is completed (But not Homefield). Road widening on A137 is in progress, with a dispute of ownership of the verge between Simon Aldous and Highways, as road has been had width increased on West boundary (not East as previously proposed.) Work on site is progressing with the frame for one of the new large barns being completed (unit 19/20). This will be occupied by OPUS who are moving from their current workshop.

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Completion is due Sept 2021, no other development on site will take place this year. Robert has requested that the lights on the old PFB buildings are turned off at night, following complaints of light pollution.

- 10) Fox's Marina Request to store boats with erect masts.
No Further information received.

- 11) Monthly Liaison meetings with BDC Planning

Commenced in April and proving to be very useful. Notes were distributed.

- 12) Consultation with developers (For decision

Following Wherstead PC's concerns with Pigeon's reserved matters application for Garage field, two meetings have been held with Pigeon. The mins for all discussions are on the Village web site and all correspondence has been shared with BDC Planning.

The outcome of these discussions is that Pigeon have made significant amendments to the application, which it is believed will be of substantial benefit to the residents and the tenants of the development. (See information on application DC/21/01073 above).

It is therefore proposed to continue this way of working for future developments and agreement for this approach is sought from the Parish Council.

Wherstead Parish Council Briefing Paper

Appendix: NPC 2.
27/5/2021

Subject: Drainage ditch rear of The Strand

Date: 14th May 2021

Purpose: Update to Council

Lead: David

Background & Discussion:

The land behind the properties on The Strand occasionally floods due to water run off

Status:

- Site has been surveyed
- Flood defence improvements have been designed and documented
- Farmer has agreed to clear brambles at the end of nesting season, provided we clear debris.
- 'Update' flyer is to be distributed to all homes on Strand and supporting documentation added to Village Web site
- Utility companies are being contacted to check for location of services
- Quotes to be obtained for work
- Design documents to be submitted to the landowner and SCC Flood management for agreement.
- Application will be made to Jane Gould for Locality grant to support work.

The support Peter Marjoram has given to the project has been invaluable and we are very grateful for his assistance.

Having produced a design and calculated the volume of soil requiring excavation and re-locating to construct the bund, Peter believes the project may take longer than the original estimates, and hence the cost will be higher. David has undertaken to get a quote as soon as the design information allows.