

WHERSTEAD PARISH COUNCIL

Chairman: Cllr David Baldry

Parish Clerk: Linda Head

Minutes of the Parish Council Meeting of WHERSTEAD PARISH COUNCIL held in The Room on TUESDAY THE 14th SEPT 2021 at 7:30pm.

Present: Councillors: Baldry, Coates, Cobb, Moyes and Head

Parish Clerk: Linda Head

Public: 0

Babergh and Suffolk Councillors: Cllr Hudson (by telephone)

Abbreviations: **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council. **SCC:** Suffolk County Council. **B/MSDCs:** Babergh/Mid Suffolk District Council. **CAS:** Community Action Suffolk. **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. Welcome by The Chairman

The Chairman opened the meeting at 7:30pm and welcomed everybody

2. Apologises for absence: to receive

Cllrs Fiona Loader, Jane Gould

3. Dispensations: to consider requests

No dispensations requested

No declarations of Interest Offered

4. To approve the minutes of the Parish Council Meeting held on the 13th July 2021:

These minutes were approved by resolution.

To approve the minutes of the Extra ordinary Parish Council Meeting held on the 19th August 2021:

These minutes were approved by resolution

5. Public Participation Session: for the public to talk to Cllrs about items only on the agenda

No members of the public present

6. Clerk's Report: Items received after publication of the agenda or for items needing discussion

a. District Cllr Gould report had been shared with Cllrs

b. County Cllr Hudson's report had been shared with all councillors.

c. Highlighted was the Queen Jubilee celebration next year. Cllr Loader has offered to co-ordinate activities for this event.

7. Clerk's Correspondence Report: Items received after the publication of the agenda or for items needing discussion

A letter from Caple St Mary Parish Council has been received, identifying County Broadband as a provider who has proactively agreed to work to improve Broadband Communications. No further action was deemed necessary.

8. District & County Councillors reports

County Councillor: Cllr Hudson confirmed he had contacted SCC Highways and obtained confirmation that the rest of the footpath on Bourne Hill will be cleared by the 24th Sept. He was thanked for his support in resolving this matter.

Cllr Hudson advised he is always available to assist with SCC issues and the Parish Council should contact him directly if support is required. His ongoing support is gratefully acknowledged.

9. Vacancies

a) Parish Councillor.

Information on the vacancy has been displayed on the Village notice board for the pre-requisite time and the Vacancy can now be filled without an election.

The Poster and flyer advertising the vacancy were unanimously approved.

Action: Cllr Coates to:

- Print and deliver the posters to Cllr Cobb and Graham Silwood for display
- Prepare and distribute the Flyer for delivery within the Parish

Action: All Cllrs to contact local residents to encourage applications.

b) Parish Clerk and RFO

Discussed in closed session

10. On-going matters

a. Drainage Improvements Strand Field

- The Farmer is harvesting at the moment, but expects to clear the Brambles end of Oct. He has asked for a call Mid Oct to finalise
- Two quotes for the groundworks have been received, a third is expected 3rd week in September. Cllr Baldry actioning.
- Jane Gould is progressing the Parish Council's request for a Locality funding grant.

b. Wording for the agreement with the Landowner was discussed and it was unanimously agreed:

The wording should be modified slightly to reflect that the Parish Council would not consider the landowner responsible for any work the PC undertake.

The document could then be released to the landowner, replacing the 'Parish Centric' agreement previously published, which was considered to be inadequate by the landowner.

Proposed: D. Baldry

Seconded: Doug Cobb

Vote: Unanimous

c) Damaged fencing under Orwell Bridge

A new brick staircase is being installed to provide access for maintenance of the bridge bearings, once the staircase and bearing work is complete then any fencing removed will be replaced / restored. Additional damaged fencing is a different budget and the application is in progress to get this completed.

d) Illegal Signs in Parish

Cllr Coates is currently reviewing the complex guidance issued by Suffolk County Council

e) Parking on Bourne Hill

Cllr Cobb advised there has been an accident with a delivery vehicle hitting a parked car on the Hill.

Cllr Cobb has contacted highways (Ian) and been advised he needs to raise the issue with Paul Gant, community Liaison Engineer / Development Control Officer at SCC.

Highways seemed to be unaware of the reality of the situation, advising the hill was a two way road with plenty of space for two vehicles to pass.

Action:

- Cllr Coates to write to Cllr Hudson requesting confirm that Paul Gant is the correct contact and if he is, write to Paul Gant requesting he contact Cllr Cobb to discuss options.

f) **Planting Church Lane**

This project has been put on hold due to financial concerns within the Parish Council.

g) **Quiet Lanes**

Action: Cllr Baldry to confirm the status with the QL team.

h) **Adjustments of Fox' Lights.**

Action: Cllr Baldry to check the lights and speak with Fox's as appropriate.

11. Financial Matters:

a. **Parish Council's Expenditure relating to Clerk employment**

Due to key members being unable to attend this meeting, an extraordinary meeting will be called to discuss this and other matters.

b. **Financial Review:**

The current status of the street lights paid for by the Parish was reviewed and Cllr Coates undertook to forward the details of the proposed approach to Cllr Head for discussion with SCC.

All other discussions were postponed to the extraordinary meeting.

c. **Consider Village Infra structure projects (CIL)**

All discussions were postponed to the extraordinary meeting.

d. **Discussion on producing a PIIP Parish Infrastructure Investment Plan (CIL)**

All discussions were postponed to the extraordinary meeting.

e. Precept

Cllr Coates confirmed:

- The % increase shown on each house holders bill is the financial rise for that household (Not the overall precept % rise, which may be different due to changes in the tax base (More Houses)).
- The Tax base is based on the number of band D equivalent properties, with subsidies and failure to pay factored in.
- The Parish should be advised of the tax base in Nov 2021.

The members noted the resolution

12. Planning Matters

a. To update members concerning Pre-Planning engagement with developers (paper)

Cllr Loader has drafted the pre-planning process and this has been reviewed by all councillors.

Version: 2021.08.24 WPC Pre Planning application protocol final_

It was proposed to adopt this process, once a history, version and author section has been added.

Action to update document with these sections ~ Cllr Loader

Proposed: Cllr Baldry

Seconded: Cllr Moyes

Vote: Unanimous

b. Establish the Planning committee

All discussions were postponed to the extraordinary meeting.

c. Confirmation of Planning responses

Cllr Coates confirmed:

DC/21/03591 (1 valley lane) has been approved

DC/21/01073 (Reserved matters for Garage Field Warehousing) Has been approved

DC/21/02351 & 2 (Temp construction access for Garage field is ongoing

DC/20/05310 (Jimmy's farm Marquee is ongoing

Homefield 106 draft has been reviewed

SCC-0083-21B Scoping (Gravel extraction Bentley): Observations submitted.

DC/21/04576 (Fox's Marina 2 storey building has been commented (supported)).

13. Neighbourhood Planning Matters

a. Terms of reference for the Planning committee

Version 2 of the terms of reference has been reviewed by all Cllrs.

The motion was to approve V2 of the Terms of reference.

Proposed: Cllr Baldry

Seconded: Cllr Moyes

Vote: Unanimous

Action: Cllr Coates to publish on Village Website.

b. NP Sign off meeting (including images).

The NP Plan will have completed Desk Top Publishing by the 25th Sept and distributed for final sign off.

It is proposed to hold an Extraordinary Meeting on Tuesday the 28th September to sign off the document.

c. Staffing for the NP Drop-in Session on the 9th Oct.

Cllr Baldry can attend.

Cllr Cobb to confirm availability

Cllr Head to confirm availability

d. Additional Topic Boards for Drop in Event.

The motion was to approve an information board on the Parish Council's activities to be displayed at the Drop-in session.

Proposer: Cllr Coates

Seconded: Cllr Baldry

Vote: Unanimous

It was agreed no other additional boards would be displayed.

e. NP Flyer and Poster

These require an update to have the date added.

Documents were signed off for use.

f. Approval of letter to Historic Asset Owners

Motion to approve the Letter informing residents / owners of historic assets of their inclusion

Proposer: Cllr Baldry

Seconder: Cllr Cobb

Vote: Unanimous

14. New Matters

a. Bourne Hill Footpath Clearance

With support from Cllr Hudson, it has been confirmed that this should be completed by 24th Sept.

b. Overhanging trees footpath clearance

Cllr Baldry confirmed this is now completed, although two requests had to be made.

c. Additional Dog Bin

Cllr Baldry has provided the required information to Fox's

d. Christmas events:

The Parish Council want to continue with a village Christmas tree(s)

Cllr Moyes suggested we investigate if a cheaper source of tree can be found (supported), he reported the same size tree can be purchased from Tesco at a lower price.

Provisionally Tree decorating will take place on the 11th Dec

Carol signing on the 19th by the Tree.

Action: Cllr Coates to inform St Mary's PCC of dates

e. Bourne Bridge overgrown

A working Party will clear the bridge at the start of Oct.

f. Bin in Pannington Hall Layby

Cllr Coates to contact Cllr Jane Gould BMSDC to confirm how this can be arranged.

15. Payments to consider: July 2021 payments

The following payments were approved by members. Cllr Baldry and Cobb signed the cheques.

1. 00957763 Five Castle Printers - £208 (Parish Magazine)

**The next meeting of the Parish Council:
TUESDAY 9th NOVEMBER 2021 AT 7:30PM
WHERSTEAD MEETING ROOM**

The Chairman thanked all the members and closed the meeting at 9:15pm

Signed: