

**Minutes of the Meeting of Stradbroke Parish Council
held at the Community Centre, Stradbroke
Monday, 13th March 2017**

Present: Nick Stones, Carrie Barnes, Don Darling, Stuart Gemmill, Oliver Last, George Chaplin, Chris Edwards, Lynsey Smith, Jim Baker, Maureen John, Jo Baber.

In Attendance: Cllr Julie Flatman, Cllr Guy McGregor, Odile Wladon (Clerk), 3 members of the public.

		Action
16.1	The Chairman welcomed all to the meeting.	
16.2	Apologies for Absence: Velda Lummis and Ellie Wharton – Councillors consented to these absences.	
16.3	Declarations of Interest: None were received.	
16.4	Dispensations: None were requested.	
16.5	Public forum: there were no comments.	
16.6	Minutes of the meetings 13th February 2017: DD asked that a note should be added to show a part of the Neighbourhood Plan costs had been covered by grant funding. With this amendment the minutes were accepted by majority vote with 1 abstention. Matters arising not listed on the agenda: Councillors agreed by unanimous vote to add a surcharge of £50 to each burial at the cemetery.	
16.7	Policies & Procedures The following policies were reviewed and adopted by unanimous vote: <ul style="list-style-type: none"> • Data Protection Policy • Protocol on Communications • Statement of Internal Control 	
16.8 16.8.1 16.8.2 16.8.3	Finance Account balances at 28 th February 2017: Deposit Account: £37,593.49 Current Account: £13,598.35 Cheques for approval as per appended list. Points 16.8.1 and 16.8.2 above were approved by unanimous vote. Other finance matters: <u>Cricket Club</u> Councillors reviewed a quotation received from the Cricket Club. Councillors agreed to the costs involved and the Clerk will contact Mr Hugman to agree how to proceed. DD will liaise with the Cricket Club as the youth football club still use the pitch. <u>Audit</u> Councillors agreed by unanimous vote to continue to use Heelis & Lodge for the internal audit for the year ending 2016/17. CB carried out an internal review of the accounts and tracked 2 invoices. She also checked the VAT account which agreed with the cash book. CB reported that all was in order. The Clerk confirmed that the VAT refund claim would be submitted: total £6,245.66	Clerk DD
16.9	Councillors discussed the Government white paper - Fixing the Broken Housing Market and associated consultation. CE suggested the Parish Council should put forward their voice and offered to create a response. Councillors voted unanimously to support CE.	CE
16.10 16.10.1	Planning Applications for consideration: 0492/17 – demolition of existing industrial buildings. Creation of 2 residential dwellings and formation of new site access. Chestnut House, Wilby Road IP21 5JP Councillors voted by majority vote to not support this application. 0600/17 – erection of detached annexe with storage above. Scotts Pine, Wilby Road P21 5JN. Councillors voted by majority vote to support this application.	

16.10.2	0533/17 – change of agricultural land to domestic garden. Creation of pond and bund (retention part of). 2 Battlesea Green Close, IP21 5JN. Councillors voted by unanimous vote to support this application. Results of planning applications considered by MSDC since the PC last met: 0040/17 - The Priory, Drs Lane IP21 5HU: Granted 15/2/17 0310/17 – Land adjacent 1 White House cottages, IP21 5HJ: Granted 13/3/17 0480/17 - Queens Head Cottage IP21 5HG – no update at time of meeting.	
16.10.3	Other Planning Matters – there was none	
16.11	Matters of Report	
16.11.1	Noticeboards – c/f VL suggested that once adapted, the other board be placed next to the one for the community centre. NS/DD/VL will raise this at the next Community Centre meeting.	DD NS VL
16.11.2	Stradbroke Monthly – the Governance Board approved payment of a cheque to Tuddenham Press for £325 for printing the March newsletter, the cheque was duly signed.	
16.11.3	Community Centre –a draft lease was received immediately prior to the meeting. A working party of LS/CB/SG/OL was established to review the lease on behalf of the Parish Council.	Working Party
16.11.4	Improvements to play parks – the forms for MSDC will be submitted by the end of the week.	
16.11.5	Footpath Warden – Dennis Merritt reported that he was undertaking a review of all the footpaths and associated furniture and would report to SCC any issues he finds. The Clerk reported a phone call she had received concerning a footpath on Fressingfield Road and Dennis Merritt will have a look and add to his report. Once the review is complete, a new footpath map will be produced and the displays updated.	
16.12	Drs Surgery	
16.12.1	No updates have been received from Trust re the building.	
16.13	Risk Assessment	
16.13.1	Communtiy Centre Play Park – there was nothing new to add to previous reports.	
16.13.2	Fitness Track –no update available. There was discussion about the general upkeep of the track and LS offered to coordinate a working party to carry out some work on the track.	LS
16.13.3	Westhall Play Park – there was nothing new to add to previous reports. LS/JimB offered to remove the wood from the base of the basketball hoop as it was broken.	LS/JimB
16.13.4	Cemetery – there was nothing new to add to previous reports.	
16.13.5	Permissive Path – no update available	
16.14	Training. CE had attended a Planning Workshop The Clerk will liaise with SALC re Councillor training at Stradbroke once she has heard from all Councillors as to what is required.	Clerk
16.15	Highways	
16.15.1	A permanent replacement sign for Westhall is on order. Stradbroke continues to be on the TVAS rota. The working party will meet with a representative of Highways to discuss what other options may be available. Representatives of the Neighbourhood Plan committee have also asked to be present at this meeting.	
16.15.2	Car park – NS has enquired about the cost of a drum of paint, is awaiting a response.	NS
16.15.3	Footpath Signs – reported under matters of report.	
16.15.4	Dog Litter Bins – JB had agreed to move the sign. Councillors raised concerns about moving the Dog Litter Bin and this item will be revisited at the next meeting. In the meantime the bin will be left at its current location.	Agenda item
16.16	Neighbourhood Plan A letter has been received from a member of the public concerning progress on the Neighbourhood Plan. It was decided that an extraordinary Parish Council meeting will be called on 20 th April. The Neighbourhood Plan Committee will be invited to update the Council on the progress to date and a plan going forward.	
16.17	Cemetery/Churchyard Jim B and NS removed the broken gate post and it is currently being repaired by Peter	

	Johnson Agr. Engineering. An estimate for the repair to the gateposts at the Church has been received. The figure is £2,000 and was accepted by Councillors. The Clerk will write to AC Crockford & Partners to accept the estimate and instruct them to carry out the works.	Clerk
16.18	New Bench No offers received to sponsor a new bench.	
16.19	Defibrillator Cabinet has been received but awaiting outcome of BT consultation.	
16.20	“Battle is Over” beacon for 2018 – this was not discussed and will be carried forward to the next meeting.	Agenda item
16.21	Clerk’s report Stradbroke Ward is currently be refurbished and when complete we will be contacted about the sign being installed. The Clerk attended the Policy Locality Meeting and met with the Safer Neighbourhood Team where the new Terms of Reference were explained. The barrow used by the Street Cleaner is broken beyond repair and needs replacing. This will be added to the agenda for the next meeting. The Clerk asked for progress on the replacement locks on the Noticeboard – the locksmiths are sourcing a different company for the locks. The street cleansing grate was being increased to £7.85 per hour. Councillors unanimously agreed that this increase would be passed on to Trevor Carrison.	Agenda item
16.22	Correspondence: not noted elsewhere in the minutes. Emails noted: SALC - Avian Flu Update - War Memorial Grant - LAIS 1396 Housing White Paper (see 16.9) MSDC - Open Spaces Survey: Councillors voted to delegate this to the NP Committee - New contact details for planning services - Town & Parish Newsletter SCC - Notification of Traffic Order Tabled items: SALC - LAIS 1397 National Living : Councillors noted the advice and confirmed they had budgeted for the increase.	DD/OL
16.23	Report received from Cllr McGregor Cllr McGregor confirmed that SCC Highways department is responsible for ensuring footpaths are correctly marked. The Clerk has been asked to forward the estimate for the Church gatepost to see if any funds can be found to help with the cost. Council tax has increased by 3% to cover adult social care and that the Council are dipping into reserves during these tough times. Cllr McGregor gave an update on new bridges planned for Ipswich and Lowestoft. It is proposed that the Police and Crime Commissioner will take over fire/rescue service. It is hoped to have a holistic approach to transport. Report received from Cllr Flatman MSDC budget had increased by 1.64%. Paddock House and the site of the former middle school in Stowmarket have been earmarked for development of affordable housing. All Leisure service contracts are up for renewal during 2017/18. If there any concerns or complaints concerning Leisure facilities, Cllr Flatman will pass them on. MSDC have launched at new website. Cllr Flatman would welcome any comments on this.	Clerk

16.24	<p>Matters of information</p> <p>GC raised concerns about rumours in the Village concerning a plot of land behind Westhall. The Clerk agreed to contact the planning department at MSDC to see if they could update the Parish Council on any proposed land bids received.</p>	Clerk
16.25	<p>Matters for inclusion in the Agenda of meeting: 10th April 2017 at 7.30pm</p> <p>Proposal to review the dog litter bin near the footpath adjacent to the pedestrian entrance to the High School.</p> <p>To approve the purchase of a new barrow for street cleaning.</p>	

There being no further business the meeting closed at 21.48hrs

Stuart Gemmill

Signed: _____

Chairman

10th April 2017