



# Stradbroke Parish Council

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**COUNCILLORS ARE SUMMONED and THE PUBLIC ARE INVITED TO ATTEND** the ordinary **MEETING** of the **PARISH COUNCIL** which is to be held in **ALL SAINTS CHURCH, STRADBROKE** on **MONDAY, 13<sup>th</sup> SEPTEMBER 2021, COMMENCING AT 7.30pm**

Dated this 8th Day of September 2021

*O Wladon* Clerk to the Council

***THIS MEETING WILL BE BROADCAST LIVE AND RECORDED.***

***MEMBERS OF THE PUBLIC AND PRESS WHO WISH TO SPEAK IN THE PUBLIC FORUM ARE VERY WELCOME TO ATTEND.***

***RECORDINGS MAY BE MADE AVAILABLE FOR REPEATED VIEWING/LISTENING.***

***ANYONE SPEAKING AT THE MEETING WILL HAVE DEEMED TO HAVE GIVEN CONSENT TO BEING RECORDED.***

Note: Please respect all attendees and observe social distancing in the pews where possible. Attendees are requested to wear a face mask inside the Church but this can be removed when addressing the meeting.

## AGENDA

**NOTE: IT WILL BE TAKEN AS READ THAT ALL COUNCILLORS HAVE REVIEWED THE PAPERS ASSOCIATED WITH EACH AGENDA ITEM PRIOR TO THE MEETING.**

Item Ref	Description
<b>21.09.1</b>	<p><b>Chairman's welcome</b></p> <p>A reminder that the meeting will be streamed live on the Council's Facebook page: <a href="#">@StradbrokePC</a> (when possible)</p> <p>The video of the meeting will be available for repeated viewings on the Facebook page, anyone speaking at the meeting will be deemed to have given consent to being recorded.</p>
<b>21.09.2</b>	<p><b>Apologies for Absence:</b></p> <p>(a) Councillors to note any apologies for absence</p> <p>(b) Councillors <b>to vote</b> on acceptance of apologies for absence</p>
<b>21.09.3</b>	<p><b>Declarations of Interests:</b></p> <p>(a) To receive any Councillors' Declarations of Local Non-Pecuniary Interests</p> <p>(b) To receive any Councillors' Disclosable Pecuniary Interests in subsequent agenda items</p>
<b>21.09.4</b>	<p><b>Dispensations:</b> To receive any requests for dispensations.</p>
<b>21.09.5</b>	<p><b>Council Vacancies:</b></p> <p>Councillors to note that no election has been called to fill the remaining vacancy, therefore co-option can take place.</p>
<b>21.09.6</b>	<p><b>Membership of Committees/Working Parties:</b></p> <p>New councillors to review if they wish to join any of the Committees and Working Parties:</p> <ol style="list-style-type: none"> <li>1. Finance Committee – TW/JH/MJ/AB</li> <li>2. Personnel Committee – TW/KI/SL</li> <li>3. Planning Committee – MA/AB/RA</li> <li>4. Broadband (task and finish group) – led by James Hargrave</li> <li>5. Highways (task and finish group) – led by Jeremy Fox (no longer a Councillor)</li> <li>6. Climate Change – led by Toni Wisbey</li> <li>7. Community Asset Group – led by James Hargrave</li> <li>8. Youth Engagement – led by Kamal Ivory</li> </ol>
<b>21.09.7</b>	<p><b>Minutes:</b></p> <p>Councillors to review and <b>approve</b> the minutes as a true record of the business conducted at the annual meeting held on 9<sup>th</sup> August 2021.</p> <p>Minutes are available to view at: <a href="#">Documents – Minutes</a></p>
<b>21.09.8</b>	<p><b>To invite the County &amp; District Councillors to respond to any questions on reports previously submitted to the Parish Council.</b></p> <p>Copies of submitted reports can be found at: <a href="#">Documents – Other Documents</a></p>
<b>21.09.9</b>	<p><b>Public forum:</b></p> <p>Councillors to receive questions or comments from the public on <b>agenda items</b>.</p>
<b>21.09.10</b>	<p><b>Planning:</b></p> <p>All documentation on current planning applications can be viewed at: <a href="#">MSDC Planning</a></p> <p>(a) Councillors to review and <b>approve a response</b>, if appropriate, to the following planning applications:</p> <p><b>DC/21/04377</b> – Full planning application – erection of 42 dwellings and 2 barn conversions together with associated garages, road, drainage and infrastructure. Grove Farm, queen Street, IP21 5HH</p> <p><b>DC/21/04538</b> – Erection of 1 one and half storey detached dwelling. Land rear of the Beeches, Meadow Way IP21 5JW</p>

Item Ref	Description
	<p><b>DC/21/04627</b> – Listed Building Consent – works to facilitate conversion of laundry room into shower room. White House, Rattlerow Hill, IP21 5HR</p> <p>(b) Councillors to note the outcome of planning decisions reached by MSDC:  <b>DC/21/03658</b> – Windrush, New Street, IP21 5JG GRANTED  <b>DC/21/03850</b> – Roger Skinner Ltd, Queen Street IP21 5HL GRANTED  <b>DC/21/04194</b> – Rose Villa, Church Street IP21 5HS GRANTED  <b>Appeal Decision: DC/20/05718</b> 7 Bishops Way IP21 5JR. Partially dismissed – garage / Partially allowed – first floor extension</p> <p>(c) Other Planning Matters  DC/21/02047 – the retrospective application for agricultural barn at Barley Brigg is being heard at Committee on 15<sup>th</sup> September.</p>
21.09.11	<p><b>Monthly Finance reports:</b></p> <p>(a) Councillors to note Account Balances at 31<sup>st</sup> August 2021 – as per the schedule prepared by the Clerk.</p> <p>(b) Councillors to approve the renewal of the Zurich insurance policy, this being the 3<sup>rd</sup> and final year of the long term agreement.</p> <p>(c) Councillors to note the payments made during August to fulfil contractual obligations or in accordance with the scheme of delegation and to approve the payments to be made in accordance with the schedule prepared by the Clerk.</p> <p>(d) Councillors to note the receipts received in the August 2021.</p> <p>All finance schedules will be uploaded to the Parish Council website <u>when finalised</u> at: <a href="#">Documents- Financial Documents</a> .</p>
21.09.12	<p><b>Annual audit</b></p> <p><b>(a) External Audit 2020/21</b>  Councillors to note the findings of the external audit:  “In our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”  One additional comment was made by the External Auditor:  “We note that the minute references have been entered incorrectly on the AGAR. The Minutes confirm that Section 1 and 2 of the AGAR were approved in the correct order, however the minute references have been switched on the form.”</p> <p><b>(b) Internal Audit 2021/22</b>  Councillors to approve the appointment of Mr Trevor Brown as the Parish Council’s internal auditor for the year 2021/22.</p>
21.09.13	<p><b>Land Registration</b></p> <p>Following further investigation Councillors to note that it is possible to convey the land obtained from Suffolk County Council in 1972 to the Community Centre without having to enter into a protracted process of setting aside the faulty conveyance from 1972. Work is underway to draw up a draft conveyance document for approval which will be reviewed if available in time for the meeting.</p>
21.09.14	<p><b>Leisure Centre</b></p> <p>(a) Councillors to note the following email received:  Please accept my apologies for my poor communication regarding the solar PV work for the leisure centre and the belated request for permission. I have attached the design document which identifies where the panels will be going and a summary of the benefits of the system. The system has a planned life expectancy of 25 years and I can confirm that they are due to start</p>

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	<p>installation next week. (Attachment can be viewed at: <a href="#">Documents – Other Documents</a>)</p> <p>(b) Councillors to approve work carried out to install solar panels to the building and authorise the Clerk to write a letter of acceptance to Mid Suffolk.</p>
21.09.15	<p><b>Clerk’s Report</b></p> <p>(a) <b>Stradbroke Sports &amp; Community Centre:</b> The letter approved at the August meeting was amended slightly following some changes to the proposed constitution. The letter was submitted to the Charity Commission following the SSCC submitting a draft constitution to the Commission.</p> <p>(b) <b>Health Centre:</b></p> <ol style="list-style-type: none"> <li>i. A draft lease has been agreed with the Medical Practice and will be submitted to the NHSE for review and approval.</li> <li>ii. Works were undertaken to sort out a possible blocked internal drain.</li> </ol> <p>(c) <b>PIIP – Parish Infrastructure Investment Plan</b> Councillors to approve adding works to the Bowls Club pavilion and security at the playing field to the PIIP (possibly CCTV), as part of a review of the plan. (Parish Council plans can be viewed at: <a href="#">Meetings &amp; Documents - Parish Plans</a>)</p> <p>(d) <b>Zip wire</b> A full service and cable tension was undertaken, it was noted that there are some items that need updating and these are on order.</p>
21.09.16	<p><b>Solar Car Port – Wilby Road</b></p> <p>Councillors to note the following update:</p> <ol style="list-style-type: none"> <li>(a) A meeting with interested parties will be arranged.</li> <li>(b) Power consumption for the interested parties needs to be reviewed.</li> <li>(c) Site visit will take place to ensure suitability and design.</li> </ol>
21.09.17	<p><b>Grit Bins</b></p> <p>Councillors to note the following update:</p> <ol style="list-style-type: none"> <li>(a) A request for volunteers was published in the September edition of the Stradbroke Monthly, no responses have yet been received.</li> <li>(b) An email was sent to Suffolk County Council enquiring about grit bins to store salt for use on pavements. Response received: Thank you for your email. Information on grit bins can be found here <a href="#">Grit bins   Suffolk County Council</a> You can submit a request for a new grit bin on the Highways reporting tool <a href="#">Report a highways issue   Suffolk County Council</a>. Please select Snow, Ice and Gritting and then Grit Bin - new request. Please ensure that you use your Parish Council email address so we can confirm this request is not coming from a member of the public. A further email has been sent seeking more clarification on the use of the bins for pavement safety not road safety.</li> </ol>
21.09.18	<p><b>Platinum Jubilee:</b> a meeting with the Community Centre to discuss the invitation has yet to take place, it is recommended that this item be deferred to the October meeting.</p>
21.09.19	<p><b>Risk Assessments:</b></p> <ol style="list-style-type: none"> <li>(a) Councillors to review the following documents: <ol style="list-style-type: none"> <li>i. ROSPA inspection for the play parks and fitness track equipment.</li> <li>ii. Fire Safety inspection for the health centre.</li> <li>iii. H&amp;S Risk Assessments will be reviewed by the HR Committee’s next meeting.</li> </ol> </li> <li>(b) Councillors to report any areas of concern with the following: <ol style="list-style-type: none"> <li>i. Westhall play park</li> <li>ii. Community Centre play park</li> <li>iii. Fitness Track</li> </ol> </li> </ol>

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	<ul style="list-style-type: none"> <li>iv. Permissive Path</li> <li>v. Cemetery</li> </ul>
21.09.20	<p><b>To receive updates and reports from Committees, Representatives and Working Parties:</b></p> <ul style="list-style-type: none"> <li>(a) Committees: No committee meetings have taken place since May.</li> <li>(b) Community Centre representatives: a verbal report may be presented.</li> <li>(c) Working Groups: <ul style="list-style-type: none"> <li>i. Highways – speed watch training has taken place, further volunteers can be trained by the team. The team will commence work shortly.</li> <li>ii. Broadband</li> <li>iii. Youth Council – Clerk attended an online webinar to help find ways to move this forward.</li> <li>iv. Community Asset – a meeting has yet to be arranged.</li> <li>v. Climate Change</li> </ul> </li> </ul>
21.09.21	<p><b>Correspondence</b></p> <p>(a) Tabled: Councillors to note any correspondence tabled at the meeting.</p> <p>Hello</p> <p>Just wondering if the Parish Council could get involved in this trial. It might help.</p> <p><b>Automatic number plate recognition camera project (ANPR)</b></p> <p>Suffolk County Council in partnership with the Police and Crime Commissioner and the Constabulary (the Suffolk Roadsafe Partnership), will be trialling the use of Automatic Number Plate Recognition (ANPR) cameras to tackle speeding hot spots across the county. This pilot which is funded from SCC’s 2020 fund will run for 2 years. The cameras will be used to help detect and deter speeding offences that have been highlighted in towns and villages, and educate drivers on the importance of road safety.</p> <p>An ANPR camera will be installed at a site where it has been identified by a local council, with support from their county councillor, that there is a problem with speeding and/or rat-running on roads with a 20 or 30mph speed limit. The devices will be moved between sites and will remain in situ for up to one week per site. There is the option of extending this period if needed.</p> <p>An ANPR device identifies a speeding vehicle by capturing an image of the number plate of the vehicle. Data will then be shared with the Police and the County Council. The County Council will write to the owner of the vehicle on behalf of both parties explaining that their vehicle has been registered as speeding. Repeat offences at a particular location could prompt the deployment of SafeCam (the Police’s enforcement team) and the issuing of fines to those who breach the speed limit.</p> <p>The Suffolk Roadsafe Partnership has worked with local people for many years to tackle concerns about speeding. We have developed an approach which offers both enforcement (including fixed, mobile and average speed cameras) and education (including Community Speedwatch, Temporary Vehicle-activated signs and Speed Indicator Devices) to deal with the concerns of communities. Information can be found at the <a href="#">Partnership website</a> (Note: full document available at <a href="#">Documents – Other Documents</a>)</p> <p><b>An invitation was received as follows:</b></p> <p><b>Festival of Suffolk – an invitation</b></p> <p>Earlier in the summer, the Lord Lieutenant wrote to you and other council leaders about plans for the <i>Festival of Suffolk</i> in 2022, and we have been delighted by the positive and enthusiastic response. The Festival will be a celebration of Suffolk during The Queen’s historic Platinum Jubilee and will bring together all people and communities in joyful celebration. It will also create a powerful legacy to increase the visibility of our county and improve lives for many years to come.</p> <p>Plans for the Festival are now well-advanced, and a number of colleagues have asked for an opportunity to hear more, to share ideas and to discuss how local communities can get involved.</p> <p>So with many thanks to our key partners SALC and the Suffolk Community Foundation, I am delighted to enclose an invitation from Lady Euston to join her on a Zoom call about the Festival on either 28<sup>th</sup> September at 11.30am or 30<sup>th</sup> September at 3.30pm whichever is more convenient for you. To register please visit: <a href="https://bit.ly/3Da6JPI">https://bit.ly/3Da6JPI</a></p> <p>Together, let’s shine a spotlight on your community, and on Suffolk, opening up opportunities, connections and improvements for everybody, for many years to come.</p>

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	(b) Emails: Councillors to note correspondence previously circulated: <ul style="list-style-type: none"><li data-bbox="300 197 635 235">• SALC weekly bulletins</li></ul>
<b>21.09.22</b>	<b>Date of the next meeting:</b> 11 <sup>th</sup> October 2021. Items for the July agenda should be submitted to the Clerk by 1 <sup>st</sup> October 2021