

**Minutes of the Meeting of Stradbroke Parish Council
held at All Saints Church on Monday, 9th August 2021 @ 7.30pm**

Present: Mandy Allen, Russell Ayling, Brett Baber, Antony Bush, James Hargrave, Kamal Ivory, Maureen John, Velda Lummis, Susan Loxton, Toni Wisbey

In Attendance: Odile Wladon (Clerk), Cllr Gould and 4 members of the public

Item Ref	Description
21.08.01	Chairman's welcome A reminder was given that the meeting was being streamed live on the Council's Facebook page. 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.
21.08.02	Apologies for Absence: There were no apologies for absence.
21.08.03	Declarations of Interests: (a) Councillors' noted the following Declarations of Local Non-Pecuniary Interests : BB – 21.08.16 Solar Car Ports - proposer TW/MJ – DC/21/04194 neighbour AB – DC/21/04083 neighbour TW/KI – Trustees of Stradbroke Sports & Community Centre (b) Councillors' noted the following Disclosable Pecuniary Interests: RA – DC/21/04194 Applicant
21.08.04	Dispensations: None were received
21.08.05	Council Vacancies: (a) Councillors reviewed two applications received from Helen Long and Helen Ball. (b) Councillors voted to co-opt both applicants to the Council. (c) Councillors noted the resignation of Debbie Cotton-Soares, Councillors thanked her for her work with the Council. A notice of vacancy will be posted on the noticeboard.
21.08.06	Appointment to Committees/Working Parties/Representative Bodies Councillors reviewed membership of Committees and Working Parties: (a) Finance Committee – TW/JH/MJ/AB (b) Personnel Committee – TW/KI/SL (c) Planning Committee – MA/AB/RA (d) Broadband (task and finish group) – led by James Hargrave (e) Highways (task and finish group) – led by Jeremy Fox (f) Climate Change – led by Toni Wisbey (g) Ivy House – led by James Hargrave (h) Community Centre – Appointed Trustees TW/KI
21.08.07	Minutes: Councillors reviewed and approved the minutes as a true record of the business conducted at the meeting held on 12 th July 2021.
21.08.09	County & District Councillors reports: Cllr Flatman submitted apologies. Cllr Gould: <ul style="list-style-type: none"> • The report previously submitted was a county wide view and not targeted to specific areas.

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	<ul style="list-style-type: none"> • Immediate priority was highways matters and in particular the works between Stradbroke and Horham. It has been noted that the longer the works are outstanding the more problems are being caused. Discussions with landowners are ongoing re works required to the bank. The portfolio holder for highways has written to seek an urgent update. • Procurement for the highways works contract is underway – it is hoped that a hybrid approach could be adopted with a principal contractor plus specialist contractors for specific works. • Parish Councillors raised concerns about the lack of response to emails and the state of the repairs outside the Spar. Cllr Gould will look into both these matters.
21.08.10	Public forum: There were no questions or comments from the public on agenda items .
21.08.11	<p>Planning:</p> <p>(a) <u>Current Planning Consultations</u> Councillors reviewed and approved the following responses: DC/21/03850 – Prior approval for the installation, alteration or replacement of other Solar Photovoltaics (PV) equipment on the roofs of Non-domestic Buildings. Roger Skinner Ltd, Queen Street IP21 5HL SUPPORT DC/21/04083 – Section 73 application relating to DC/21/02839 for removal of condition 3 (pedestrian access) Land adjacent to West Winds, Doctors Lane IP21 5HU OBJECT, recommend refusal as not in accordance with the Neighbourhood Plan. DC/21/04194 – Erection of single storey rear extension. Rose Village, Church Street IP21 5HS. SUPPORT (RA left the meeting for the discussions and voting on this application)</p> <p>(b) Councillors noted the outcome of planning decisions reached by MSDC: DC/19/01343 – Land North of The Street, IP21 5JX GRANTED DC/21/03102 – Chestnut House, Wilby Road IP21 5JP Conditions 5, 8 and 9 Discharged. DC/21/02839 – Land adjacent to West Winds, Doctors Lane IP21 5HU GRANTED DC/20/05917 – Land to the South of New Street, Stradbroke GRANTED DC/21/02880 – Home Farm, Neaves Lane, IP21 5JS GRANTED</p> <p>(c) Other Planning Matters</p> <ul style="list-style-type: none"> • Councillors were informed that planning application no. DC/21/04377 – Grove Farm will be coming to the September meeting. • Councillors noted that the hearings for the joint local plan are due to recommence at the end of September 2021 and will run through to November. These will now be held online.
21.08.12	<p>Monthly Finance reports:</p> <p>(a) Councillors noted Account Balances at 31st July 2021 – as per the schedule appended to the minutes in the minute book.</p> <p>(b) Councillors noted the payments made during July to fulfil contractual obligations or in accordance with the scheme of delegation and approved the payments to be made in accordance with the schedule appended to the minutes in the minute book.</p> <p>(c) Councillors noted that £5,000 will be transferred from the deposit account to the current account.</p> <p>(d) Councillors noted the receipts received in the July 2021.</p> <p>(e) Councillors received a verbal report on 1st quarter actual vs budget and noted that there were no cost centres over budget for the period.</p> <p>(f) Councillors approved the purchase of two 300mm x 400mm aluminium “No Dogs” signs to install at Westhall at a total cost of approximately £150.00.</p>

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21.08.13	<p>Parish Council Policies & Council Documents</p> <p>The following policies were reviewed and approved by Councillors.</p> <p>(a) Statement of Internal Control</p> <p>(b) Risk Assessment</p> <p>(c) Councillors noted that individual risk assessments will be updated once the ROSPA report has been received and reviewed.</p>
21.08.14	<p>Land Registration</p> <p>KI & TW did not take part in the voting on this item.</p> <p>(a) Councillors reviewed the report prepared following the investigation into the matter of the ownership of the Tennis Court land.</p> <p>(b) Councillors discussed the way forward and the following was approved:</p> <p>i) Councillors agreed that in principle the Parish Council should not own the land and therefore the ownership should end up in the ownership of Stradbroke Sports & Community Centre.</p> <p>ii) Councillors agreed to obtain a legal view on how to progress and resolve the matter as quickly and efficiently as possible.</p>
21.08.15	<p>Clerk's Report</p> <p>(a) Stradbroke Sports & Community Centre:</p> <p>KI & TW did not take part in the voting on this item</p> <p>A draft constitution for the proposed CIO will be submitted to the Charity Commission and a representation to the Charity Commission from the Parish Council was approved subject to any minor alterations should the draft be revised further.</p> <p>(b) Health Centre:</p> <ul style="list-style-type: none"> • External window and door frames have been painted • Roof undercloaking has been painted • A final draft of the Lease has been sent to the practice for approval • A meeting with the PPG took place and it was agreed that as long as notice of disruption was given to patients, the members of the PPG could see no reason for the surgery not to be shut for a number of days to allow the internal works to be undertaken. A joint announcement from the PC and Practice will be placed in the Stradbroke Monthly, once a date has been agreed. <p>(c) Highways update:</p> <p>We can now provide you with the following update from our Community Liaison Engineer:</p> <p><i>"I have investigated the following points raised during our site meeting and have the following updates:</i></p> <ol style="list-style-type: none"> <i>1. Blocked drainage from medical centre, through Fire Station to tennis courts behind. Blockage appears to be on Fire Station land - I have been in contact with the maintenance company responsible for the Fire Station. They have recently cleaned their drainage to the rear of the fire station but were not aware of any other drainage. I am currently arranging to meet them on site to investigate further.</i> <i>2. Queen Street blocked pipe under carriage from Tinkers Cottage to Stradbroke Hall moat. - I have chased the Drainage Team and they have told me that barring delays outside of our control this should be completed with 6 months</i> <i>3. Reports, unconfirmed, that Stradbroke Hall has sealed drainage into moat from Queen Street - I have not been able to find any evidence of this, the pipe is open opposite Albany Lodge at least.</i> <i>4. Overflowing ditch OS Albany Lodge - The ditch at this location feeds into the gully directly outside the property and then is piped across the road into the moat. This is currently clear, but</i>

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	<p><i>we feel that it may silt up quickly. I have requested of the resident of Albany Lodge that they contact us, with images if possible, any time the ditch overflows so that we can see the issue as it happens."</i></p> <p><i>"We have attended site with the maintenance company from the Fire Service and have seen an old plan and investigate the current run of drainage. Please see the attached plan showing the run of drainage from the Medical Centre to the front of the Fire Station.</i></p> <p><i>We were already aware of the general run, but what is new is that it continues to a chamber north of the entrance to the fire station. An old plan from the Fire Station shows a ditch that used to run from the approximate location of the current chamber along the boundary between the Fire Station and the neighbouring property for a span, then was piped under the adjacent property.</i></p> <p><i>We are currently trying to ascertain the extent of Highway to determine if the pipe is ours or if it is the responsibility of the adjacent land owners/properties."</i></p>
21.08.16	<p>Solar Car Port proposal Councillors reviewed a proposal to install solar car ports in the car park on the Wilby Road site. Councillors agreed that in principle this project should be further investigated and the local businesses should be contacted to engage them in the process.</p>
21.08.17	<p>Groundwork Climate Change Support proposal Councillors reviewed a proposal to join a community project which would involve a survey being undertaken to give advice on energy saving schemes. This would enable the climate change group to have a framework of support. Councillors approved this proposal.</p>
21.08.18	<p>Grit Bins Councillors reviewed a report prepared by the Clerk, however the guidance appeared to be for a grit bin to be used on the highways. The Clerk will carry out some further research and volunteers will be asked to put themselves forward to spread the grit before the matter is finally progressed.</p>
21.08.19	<p>Platinum Jubilee The Parish Council has received an invitation from the Stradbroke Sports & Community Centre to work with them. It was suggested by Councillors that the co-ordination with all village groups would be a good idea and there could be a number of events not just one. Councillors agreed that there would be a discussion with the Community Centre and the matter would be brought back to the next meeting.</p>
21.08.20	<p>Risk Assessments: Councillors noted that the ROSPA inspections have taken place and that a full report will be made for the next meeting. Other matters were noted as follows: (a) Westhall play park – litter was picked up. (b) Community Centre play park – nothing to note (c) Fitness Track – grass is growing over the edges of the track in places and broken branches have been removed. (d) Permissive Path – nothing to note (e) Cemetery – nothing to note</p>
21.08.21	<p>Updates and reports from Committees, Representatives and Working Parties: (a) Committees: No committee meetings have taken place since May. (b) Community Centre representatives: no report. (c) Working Groups: <ul style="list-style-type: none"> • Highways – Laxfield have requested to share the speed camera as they are </p>

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	<p>establishing a community group.</p> <ul style="list-style-type: none"> • Broadband – County Broadband held a meeting in the Community Centre and are still at the expression of interest stage. • Youth Council – on hold at the moment. • Ivy House – an online meeting took place and it was agreed that as the business is now subject to a private sale, the Parish Council’s involvement would only be necessary should it not be sold as a going concern. MSDC will notify the Parish Council if this is the case. The working group will be reconvened and it will be an agenda item for the next meeting that it should be an ACV working group not just an Ivy House working group. • Climate Change - Swift Boxes for Stradbroke: update Suffolk Wildlife Trust and Suffolk Bird Group have generously supplied six swift boxes for Stradbroke. Stuart Murdy, manager of the Leisure Centre, has very kindly agreed to employ his maintenance staff to install these on the building, at no cost to the village.
21.08.22	<p>Correspondence</p> <p>(a) Tabled: Councillors noted the correspondence tabled at the meeting:</p> <ol style="list-style-type: none"> i. Cemetery – it was agreed that the cutting takes place in accordance with current guidelines and that an offer would be made to accompany the person who found the ground difficult to navigate. ii. Hedges & ditches – it was noted that this correspondence had been dealt with. iii. Highways – the correspondence was reviewed and it was noted that it may be possible to use the CIL money from the major developments could be used to carry out improvements to Queens Street in particular. <p>(b) Emails: Councillors noted correspondence previously circulated:</p> <ol style="list-style-type: none"> i. SALC weekly bulletins ii. COVID 19 & ICS Briefings
21.08.23	<p>Date of the next meeting: 13th September 2021. Items for the July agenda should be submitted to the Clerk by 3rd September 2021</p>

Meeting closed at: 9.35pm

Signed: _____

Date: