



CREETING ST MARY PARISH COUNCIL

Minutes of the Parish Council meeting held online via Zoom, Creeting St Mary on **Monday, 27th July 2020 at 7.30pm.**

Present:

Councillors: S Haynes (Chair)
J Palmer
R Coton
P Scully
N Smart
L Plummer
C Emmins
H Craggs

In Attendance: J Blackburn - Clerk
County Cllr M Hicks
District Cllr M Norris
K Hartley (Rep from Social Club)

CSM41/20/21 – PUBLIC FORUM

There were no members of the public present.

CSM42/20/21 – TO RECEIVE APOLOGIES OF ABSENCE

None had been received.

CSM43/20/21 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

CSM44/20/21 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

CSM45/20/21 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 22nd JUNE 2020

It was AGREED: That the minutes of the meeting held on 22nd June 2020 be approved as a true record and signed by the Chair.

CSM46/20/21 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR M HICKS

Cllr Hicks reported that:

- **New plan sets out how Suffolk will prevent and respond to COVID-19 outbreak** - A plan which set out how Suffolk would prevent and respond to a localised outbreak of COVID-19 was published on 30 June. Suffolk's Local Outbreak Control Plan would be triggered where there were suspected or confirmed COVID-19 outbreaks in any setting or community within the county. The plan, a requirement of Government of all local authorities, outlined measures to prevent, manage, and contain outbreaks of Coronavirus and protect the public's health. It builds on existing relationships and processes in place with partner agencies across Suffolk. The plan outlined how complex cases would be managed in more than 30 high-risk places, locations, and communities, particularly care homes and schools. It also outlines local testing capacity, use of data to identify and proactively managed outbreaks, and contact tracing in complex settings. For more information, visit: www.suffolk.gov.uk/coronavirus-covid-19/suffolks-response/

- **Suffolk's resilience partners continue to provide PPE equipment where most needed -** As Suffolk's response to the Covid-19 pandemic enters its fourth month, the team set up in March to source and distribute personal protective equipment (PPE) to support service providers across the county continued to operate from Suffolk County Council's offices in Ipswich. To date, the PPE 'cell' of the Suffolk Resilience Forum (SRF) had distributed over 2.3 million items of PPE across Suffolk. Over 1.9 million of those items had been distributed for use in the care sector to support some of Suffolk's most vulnerable residents.
- **Temporary relaxation of concessionary travel arrangements in Suffolk to end next month -** As more people returned to work, public transport operators faced the challenge of meeting the extra demand and ensuring adherence to Government guidance. Passenger numbers were highest at the beginning and end of the day, so people who needed to make essential journey for shopping, care or health reasons were being encouraged to travel after 9.30am when buses were quieter. Suffolk County Council and bus operators in the county have agreed to end the temporary relaxation of concessionary travel rules from Monday 6 July 2020. The relaxation was introduced across Suffolk in late March and allowed those with concessionary passes to travel on buses for free before 9:30am. The aim was to provide more flexibility for older people, and those with disabilities, to visit supermarkets during the lockdown. Now that more people were returning to their workplaces and children would be going back to school, it was important that steps were taken across the county to protect passengers.

Cllr Hicks reported that he had chased Speed Management for the post which was yet to be installed on All Saints Road, for the speed sign. He had been assured that the works had been agreed and would be processed in the coming weeks.

The Clerk reported that she had received a telephone call from a resident along Flordon Road, who had CCTV footage of lorries driving onto his land in order to let other lorries go past. Then the lorry would blindly reverse out, back onto Flordon Road. The resident had informed the Clerk that this was a regular occurrence and was highly dangerous.

The issue of lorries driving along Flordon Road had been an ongoing one, with incidents of lorries breaking up the verges and becoming stuck when trying to pass each other being witnessed.

Cllr Hicks asked the Clerk to forward on the CCTV footage and he would see if there was anything he could do.

CSM47/20/21 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLRS NORRIS & CLLR PHILLIPS

Cllr Norris reported that:

- **Discretionary Grant expands to reach more businesses -** Babergh and Mid Suffolk District Councils had reopened applications for the Discretionary Grant with expanded criteria to support businesses who had not been able to claim any other grants during the Coronavirus crisis. The expanded scheme which included retail, hospitality, and leisure businesses with a rateable value between £51-71K, Ofsted registered Early Years providers and other small businesses, opened for applications on Friday 3rd July and had to be submitted by Friday 24th July. To access a Discretionary Grant of between £2,500 and £10,000, eligible businesses, who had not claimed any other grants (excluding the Self-Employed Income Support Scheme) must complete an online application form with their relevant supporting documents. The grant allowance had been set individually by each local authority depending on the level of funding they had received from Government while also aiming to support as many small businesses as possible. The Small Business Grant and Retail, Hospitality and Leisure Grant Funds were both still open for new applications. For more information about the Discretionary Grant including criteria and application requirements, or for any queries, please contact: discretionarybusinessgrant@baberghmidsuffolk.gov.uk

- **Councils' blueprint for the future gets green light** - On 6th July Cabinets at Babergh and Mid Suffolk District Councils approved a raft of environmental measures to help the councils achieve their ambition of becoming carbon neutral by 2030. The proposals, approved at the two councils' simultaneous cabinet meetings, were developed by a cross-party Environment and Climate Change Task Force. The decision would now form the councils' first Carbon Reduction Management Plan, setting out how they aimed to fulfil their ambitions of becoming carbon neutral within the next ten years. Those were the first steps in achieving the long-term objective to reduce the councils' current emissions of approximately 5,452 metric tonnes of carbon dioxide equivalent (CO₂e) per year, looking into how best to invest in order to reduce this to net zero. The plan followed the climate emergency motions passed by both councils in 2019 and the creation of the Joint Environment and Climate Change Task Force. A subgroup of the task force had also been created to look at how the councils could strengthen biodiversity in the districts – with work now underway following an initial delay, due to the emergency response required by the councils to support communities through the immediate impact of COVID-19.
- **Updated position on the collection of CIL (Community Infrastructure Levy)** - Mid Suffolk District Council was now returning to normal arrangements for the collection of CIL, following the deferred payment scheme offered to house builders in the district between April and June 2020.
- **Needham Lake Visitor Centre** - As a result of the Coronavirus pandemic, work on the visitor centre design details and construction had inevitably been put back. It was now very unlikely that the visitor centre would be in operation this year, the anticipated revised target date being for Easter next year.

The Clerk raised the issue of Poundfield lorries driving along All Saints Road and Flordon Road, instead of turning left out of the Poundfield site and driving towards Stowmarket.

Cllr Plummer explained that she had been in contact with the owner of Poundfield who had assured her that he was speaking with his drivers in order to ensure they did not drive through Creeping St Mary.

CSM48/20/21 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

i) **CLERK'S REPORT**

The Clerk had nothing further to report.

ii) **TO RECEIVE THE CLERK'S FINANCIAL REPORT**

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 22nd July 2020 was £36,981.03.

i) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Jul)	£291.72
Jennie Blackburn	Clerk's Office Allowance / Expenses (Jul)	£29.92
CFB IT Solutions	Hosted exchange mailbox (Jul)	£6.00
Jennie Blackburn	Clerk's pay (Aug)	£291.72
Jennie Blackburn	Clerk's Office Allowance / Expenses (Aug)	£26.33
Sovereign	Balance for Play Equipment	£16,700.72

It was AGREED: That other payments be added to the list which included, Village Hall (remainder of contribution towards the heating) £295, plus transferring £48.00 to the Newsletter account which had been paid incorrectly into the Parish Council's account, totaling £17,689.41 be approved.

The following receipts were also noted:-

CSM Newsletter	Reimbursement of Newsletter printing from N/L A/C	£224.26
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<i>CiL Account Transfer</i>	<i>Transfer of funds from CiL account - play equipment</i>	<i>£13,917.27</i>
<i>High Flyers</i>	<i>Payment of N/L advert - INCORRECT ACCOUNT</i>	<i>£48.00</i>

CSM49/20/21 – CODE OF CONDUCT

It was AGREED: That the Clerk complete the consultation on behalf of the Parish Council.

CSM50/20/21 - PLANNING APPLICATIONS

Ref: DC/20/02753 - Householder Planning Application - Erection of 2 storey rear extension (following demolition of existing single story extension) - 46 All Saints Road, Creeting St Mary, Ipswich, Suffolk IP6 8NF

It was AGREED: That the Parish Council had no objections to the application. **Clerk to action.**

Ref: DC/20/02892 - Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to 1no Dwelling house (Class C3), and for building operations reasonably necessary for the conversion. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)-Schedule 2, Part 3, Class Q. - Barn in Field Adjacent Hill View, Green Lane, Creeting St Mary, Suffolk

It was AGREED: That the Parish Council had no objections to the application. **Clerk to action.**

CSM51/20/21 - PLANNING DECISIONS

It was NOTED: That the following decision had been made: -

Ref: DC/20/01714 - Full Planning Permission - Erection of 1no. dwelling - Shangri La, Creeting Bottoms, Creeting St Mary, Ipswich Suffolk IP6 8PH - **GRANTED**

CSM52/20/21 – UPDATE ON TRAFFIC CALMING MEASURES

Cllr Hicks had already given an update on the speed sig post earlier in the meeting.

CSM53/20/21 – COMMUNITY SPEEDWATCH TEAM

Cllr Plummer, Cllr Haynes, Cllr Palmer and the Clerk all volunteered to be members of the Community Speedwatch Team once set up.

It was AGREED: That the Clerk advertise on the website and noticeboards for any other volunteers, plus it would be put into the next edition of the Newsletter. Cllr Craggs to also put onto Facebook.

CSM54/20/21 – USE OF CONTAINER

A discussion took place over which groups would like to store equipment inside the container at the village hall. It was noted that the Village Hall Management Committee had two marquees they would like to store on free standing shelving.

The Parish Council had the garden equipment that had been donated to the village to store. It was also possible that in the future some tennis tables might need to be stored.

Electricity for lighting and the charging of equipment was also discussed. Cllr Emmins explained that he had looked into solar panels for the roof of the container but was concerned that they could easily be damaged being at the low height they would be.

Other options were discussed including obtaining quotes for electricity to be run off the village hall's solar panels, and also for the installation of a meter to be ran off the hall's meter.

Cllr Scully felt that a double socket would be beneficial as would a light inside and outside of the container.

It was noted that all serial numbers should be recorded for the equipment and also that they should be with an invisible pen just in case of theft.

Cllr Scully also reported that cages would be a good way of dividing the container up for the various groups to have their own area within it. He was aware of someone that might be able to help with such cages.

It was AGREED: That Cllr Hayes and Cllr Craggs obtain quotes from Electricians for the installation of a meter, sockets and lights.
That Cllr Scully obtain more information and a quote for caging.

CSM55/20/21 – DONATION OF LAND

The Clerk reported that the initial documents had been sent to the solicitors and was awaiting further instruction.

CSM56/20/21 – BLACKSMITHS FIELD AND HIRING COSTS

During a discussion it was noted that Needham Market Football Club had been allowed to use the football goals on Blacksmiths Field on a temporary basis until their own ground was available. It was believed the temporary use was coming to an end. It was also believed that £50 had been given for the use of the field.

A discussion took place in relation to whether the Parish Council started a booking system, for groups that wished to use the field, such as fitness groups. The pros and cons were discussed as was the possible noise for adjacent residential properties taken into account.

It was AGREED: That a sign be made for the entrance gate to the field which stated that the field was for *Public Use, Not for Hire*. **Clerk to arrange.**

CSM57/20/21 – FIREWORKS

Kathryn Hartley, Social Club, explained to members that as the Social Club hadn't had any events, due to the current circumstances, it was felt that later in September it would be nice to hold a village party. It would be a get together for villagers only and would be a low key event, in a marquee, bring your own chairs and food and would end in a finale of fireworks.

It was noted that insurance would be needed for the firework part of the event.

It was AGREED: That the Parish Council pay for the fireworks of £100.

CSM58/20/21 – FENCING AND CLEARING OF DITCH IN FRONT OF THE VILLAGE HALL

It was noted that the fencing had been installed around the ditch at the front of the village hall, but the entrance to the field still required attention.

Cllr Haynes explained that upon investigation it was clear that the ditch/pipe was blocked and would cost approximately £150 to clear it. Water from the village hall roof went into the ditch which had made the blockage worse and so it seemed the right thing for the Parish Council to pay for the blockage to be cleared.

There was question as to whether the six householders to which the pipe served should also contribute to the costs, but on further discussion it was felt that on this occasion the Parish Council should pay.

A letter would be posted to all householders in question to inform them that the drain was to be unblocked in due course.

It was AGREED: That the Clerk write a letter to householders and Cllr Palmer would distribute them.

CSM59/20/21 - REPORTS

Blacksmiths Field – Cllr Palmer had nothing further to report.

SALC – Cllr Coton reported that the AGM was due to be held on Thursday, 30th July 2020.

Footpaths – Cllr Scully reported that the footpath up the hill towards the church had been cut.

Village Hall – Cllr Haynes reported that around the car park there were a lot of blackberries growing which would soon be cleared. She also reported that three quotes were being obtained for the sound proofing of the doors between the hall and lounge. A sign saying 'Village Hall' was going to be installed where the telephone box used to be, which would be lit during the darker hours. That was to help people see where the hall was when driving to it as it was felt the hall was missed with it not having a sign close to the roadside.

Sustainability – Cllr Craggs reported that the Woodland Trust were offering free trees again so if anyone knew of any land owners who would plant some trees to let him know. 600 were planted within the Parish last year.

Cllr Craggs also reported that during a walk around the land currently being transferred to the Parish Council's ownership, he noticed a lot of pyramid orchids that were present. He stated that he would like to volunteer as the lead on the area and would find out what the best option for the land would be either by letting it grow into a woodland, or by removing the shrubbery and scrub to enable a grassland to form, or both. He had liaised with an Ecologist at Suffolk Wildlife Trust, who was looking after the Parishes two roadside reserves by the a140 (Beacon Hill) and also Flordon Road, about the land and its options.

Cllr Craggs reported that the pond should be cleared by a specialist company and the Parish Council take responsibility for it in the future.

CSM59/20/21 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

- Cllr Craggs had emailed the Police to ask about the many sightings of people's houses being marked and then targeting for burglary. However, the police confirmed it was not the case.
- Pothole needed reporting opposite The Watering.
- Splits on the road junction of Flordon Road and St Mary's Gardens.

CSM60/20/21 - DATES OF NEXT MEETING

It was AGREED: That the next meeting be held on Monday, 14th September 2020.

The meeting finished at 9.27pm

Chairman: Dated: