



CREETING ST MARY PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Creeting St Mary on
Thursday, 6th March 2025 at 7.30pm.

Present:

Councillors: S Haynes (Chair)
L Plummer
R Coton
J Palmer
J Mitchell
M Broodryk

In Attendance: Mrs J Blackburn - Clerk
District Cllr R Piper
County Cllr M Hicks

CSM136/24/25 – TO RECEIVE APOLOGIES OF ABSENCE

None had been received.

CSM137/24/25 - TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

CSM138/24/25 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

CSM139/24/25 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 30TH JANUARY 2025

It was AGREED: That the minutes of the meeting held on 30th January 2025 be approved as a true record and signed by the Chair.

CSM140/24/25 – PUBLIC FORUM

Two members of the public were present, Kathryn Martin, one of the Editors of the Newsletter, and Steve Matthews, a new resident in Creeting who was interested in taking over the editing of the Newsletter.

Mr Matthews introduced himself and explained his background with his career being in Television. Editing was all part of his work and he was therefore keen to take on the role.

CSM141/24/25 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT

Cllr Piper's report would be circulated following the meeting and would be published on the village's website.

He had nothing further to report.

CSM142/24/25 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERKS REPORT

The Clerk had nothing to report other than what was on the Agenda.

b) **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 27th February 2025 was £39,781.03.

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

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Feb)	£436.98
Jennie Blackburn	Clerk's Office Allowance/Exp (Feb)	£34.33
Jennie Blackburn	Clerk's Pay (Mar)	£436.98
Jennie Blackburn	Clerk's Office Allowance/Exp (Mar)	£34.33
CFB IT Solutions	Mailbox Hosting (Feb)	£7.20
CFB IT Solutions	Domain Renewal (Mailbox)	£31.20
Jennie Blackburn	Street Furniture License - Flashing School signage	£160.00
CFB IT Solutions	Mailbox Hosting (Mar)	£7.20

It was **AGREED:** That payments totaling £704.04 be approved.

d) **BUDGET MONITORING REPORT**

It was **AGREED:** That the Budget Monitoring report be approved.

e) **INTERNAL AUDITOR – 2024/25**

It was **AGREED:** That Trevor Brown be appointed as Internal Auditor for 2024/25.

f) **EXTERNAL AUDIT ARRANGEMENTS – 2024/25**

It was **AGREED:** That the Parish Council would need an External Audit for 2024/25.

g) **INSURANCE FOR VILLAGE HALL**

Cllr Haynes reported that she would raise the Hall's insurance at the next Village Hall Management Committee and report back to the Parish Council.

CSM143/24/25 – POLICIES AND PROCEDURES

a) **REVIEW OF INTERNAL AUDIT CONTROL AND RISK MANAGEMENT ARRANGEMENTS**

It was **AGREED:** That the Internal Audit Control and Risk Management Arrangements were reviewed and approved.

b) **STANDING ORDERS**

It was **AGREED:** That the Standing Orders be approved and adopted.

CSM144/24/25 – PLANNING APPLICATIONS

Ref: DC/25/00724 - Planning Application - Erection of single storey detached two bedroom self-build dwelling including parking, with new vehicular access from Jack's Green Road - 18 St Marys Gardens, Creeping St Mary

Members were again in objection to the application and stated that it was the same as previous applications which had all been refused.

They confirmed that their objections stood as had done previously – overdevelopment and dangerous access.

It was AGREED: That the Parish Council Objected to the application. **Clerk to action.**

Ref: DC/25/00817 - Outline Planning Application (Access to be considered all other matters reserved) - Erection of up to 2 no. dwellings - Land North East of The Mere, All Saints Road, Creeting St Mary

Whilst members were concerned about the access to the site, they had no objections to the application.

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

Ref: DC/25/01018 - Householder Application - Erection of Garage/Garden Store following demolition of existing outbuildings - 3 All Saints Road, Creeting St Mary

Members were not in favour of the proposed garage/store as it was in close proximity to the listed thatched building on the site. The current outhouse that it would replace was very small in comparison to the proposed garage so it would not be in keeping of the listed building. It would be overdevelopment of the site.

It was AGREED: That the Parish Council objected to the application. **Clerk to action.**

CSM145/24/25 - PLANNING DECISIONS

The following decisions and appeals were noted:

Ref: DC/24/05543 - Full Planning Application - Erection of 1 No. single storey detached 2 bedroom self-build dwelling including parking, with New Vehicular Access from Jack's Green Road - 18 St Marys Gardens, Creeting St Mary – **Refused**

Ref: DC/24/04750 – Householder Planning Application – Erection of oak framed ancillary outbuilding (following demolition of barn) – All Saints Barn, Low Lane, Creeting St Mary - **Appeal**

CSM146/24/25 - TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR M HICKS

Cllr Hicks' report had been circulated prior to the meeting and would be published on the village website.

He briefly went through his report on the following subjects:

- Devolution – By September 2025 how many unitary councils would be decided by Government – two years to deliver it - May 2026 a Mayor would be selected
- Pylons – National Grid Consultation
- Solar Farms – a wave of these were expected along the A140
- Current position with Libraries

CSM147/24/25 – VILLAGE SIGN

The Parish Council discussed the current state of the village sign.

The post had been at an angle for many years and the sign itself was becoming rusty.

The Clerk reported on other signs that had been refurbished/replaced and suggested *The Village Sign Company* were the lead company for village signs and had an extremely good reputation. The cost of a new sign could be in the region of £3,500 - £5,500 and Locality Funding from the County and District Councillors could be applied for if needed.

Members agreed that the sign was in need of attention and it was felt that the voice of residents should be heard. An article in the next edition of the Newsletter would be a good way forward.

The triangle of grass on which the sign was located was also in need to attention. Most of it was weeds and in poor condition. Following the re-seeding of the new section of grass by the construction company building the adjacent housing development, which had turned to weeds and not grass, it was felt that the triangle and sign could be taken on as a whole project with the area being rotovated and re-turfed and paid for using CiL funds.

The speed sign adjacent the village sign only worked on occasions and the supplier's engineers had stated that it was no longer maintainable.

As part of the project the replacement of the speed sign to a much brighter one should be explored.

The Clerk reported that neighbouring parishes had purchased SIDs from Elan City and would obtain a quote.

It was AGREED: That the Clerk put together an article for the Newsletter.
That the Clerk seek quotes for the re-turfing of the triangle.
That the Clerk seek a quote for a replacement SID.

CSM148/24/25 – DUNCHES LANE

Following a quote received for the first stage of works to Dunches Lane the Parish Council agreed on moving the project forward.

It was AGREED: That Matt Deeley from MJD AGRI Services be contracted for the works at the cost of £3,762 (+VAT). **Clerk to action.**

CSM149/24/25 – TREE REMOVAL – ADJACENT FLYOVER – ALL SAINTS ROAD

Cllr Haynes reported that there was a dead tree on the verge adjacent the flyover / Five Acres and that the owner would be happy to lop the tree and dispose of the wood.

It was AGREED: That the owner lop the tree and dispose of the wood.

CSM150/24/25 – SELF HELP GROUP

Members were interested in the Self Help Scheme and requested more information in order to make a decision on moving it forward.

District Cllr Piper suggested that the Clerk contact Barking Parish Clerk as they had joined the Self Help Scheme and would be able to provide useful information. **Clerk to action.**

CSM151/24/25 – MEMORIAL BENCH FOR PAUL SCULLY

After previously discussing the best location for a memorial bench the Parish Council agreed that the suggestion of next to the church, at the flank end, would be the most appropriate.

A three seater bench, with a back, made of recycled plastic would be the best option, with it being positioned directly onto the grass.

Members asked the Clerk to contact Glynis Clint to obtain permission before ordering the bench. **Clerk to action.**

CSM152/24/25 – LILLEYS WOOD

There was nothing to report.

CSM153/24/25 - VILLAGE HALL FRONT CAR PARK (DISABLED PARKING SPACE / YELLOW LINES / TYRES)

- a) Disabled parking bay – front car park

Cllr Haynes reported that the current disabled parking sign was too small and the Village Hall Management Committee (VHMC) had asked if a larger one could be purchased. **All Agreed. Clerk to action.**

- b) Line Painting – front car park

Cllr Mitchell stated that she would be happy to paint the lines for the disabled parking bay.

- c) Tyre / Planter – front car park

It was AGREED: That reflectors be attached to the tyre to help drivers when pulling into the village hall entrance and stop them from driving up the raised kerb. **Cllr Broodryk to action.**

CSM154/24/25 – SCHOOL FLASHING SIGNAGE

The Clerk reported that she had obtained a quote for the required signage which came to £2,824.80 (inc. VAT).

In relation to a contractor to install the signage the Highways Licensing Team had stated that they needed to be NRSWA Accredited. A contractor, Holmes Civils Ltd, had been recommended and she would therefore obtain a quote for installation. Breheny and Nigel Coton would also be approached for a quote.

It was AGREED: That the signage be ordered and stored in the container. **Clerk to action.**
That three quotes be obtained for the installation of the signs. **Clerk to action.**

CSM155/24/25 – 30MPH – CREETING BOTTOMS

There was nothing to report. **Clerk to chase Cllr Hicks.**

CSM156/24/25 – NOTICEBOARD – CREETING BOTTOMS

There was nothing to report.

CSM157/24/25 – REPORTS

Blacksmiths Field – Cllr Palmer's report had been circulated prior to the meeting. She reported that the zipwire needed tightening regularly and would contact the supplier in relation to this.

SALC – Cllr Coton reported that he would be attending the online meeting about Devolution on 10th March 2025.

Footpaths – Cllr Mitchell had nothing to report.

Village Hall – Cllr Haynes report had been circulated prior to the meeting and would be published on the village website.

Sustainability – There was nothing to report.

CSM158/24/25 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

- Vestry roof repair – ongoing – Parish Council may be asked for an increase in the £5,000 agreed donation.
- Social Club – asked Parish Council for 300 sparklers for Firework Night, Fireworks and Insurance – put on next Agenda
- Suffolk Day – 21st June 2025 – 2pm until 6pm – volunteers required. Fireworks would not be included.
- VE Day

CSM159/24/25 - DATE OF NEXT MEETING

It was AGREED: That the next meeting would be held on Thursday, 17th April 025.

The meeting finished at 8.56pm.

Chairman: Dated:

DRAFT