

STOWLANGTOFT PARISH COUNCIL MEETING

**MONDAY 20 MARCH 2017 AT 7.15 PM
THE MEETING ROOM, ST GEORGE'S ROAD**

Present: Cllrs D D'Lima (Chair), J Catchpole, H Godfrey, J Godfrey, N Kaines and J Orlopp and District Councillor R Barker. Mrs A Bryant (clerk) was also in attendance. Members of the public also attended.

- 1 **Apologies for absence:** Apologies for absence were received from County Cllr J Storey.
- 2 **Declaration of interest:** Cllr J Catchpole expressed an interest in the Granary, Kiln Farm, Kiln Lane application listed under agenda item 11.
- 3 **Minutes of the last meeting:** The Chairman summarised the minutes for the benefit of members of the public who had not read them. Cllr J Godfrey proposed that the minutes of the meeting dated 16 January 2017 be approved. Cllr J Orlopp seconded the motion and it was carried unanimously.
- 4 **Matters arising from the last meeting:**
Litter and parking in triangle by The Spinney: Cllr J Catchpole had placed obstructions to prevent parking.

St George's Road parking: Cllr D'Lima spoke with David Windsley at Suffolk Highways. At present no budget was available to create additional parking spaces. No further action at present.

Common Room/Managers Office: Cllrs H Godfrey and J Orlopp had met with Stephanie Osborne. She would prepare a report for Committee regarding the Parish Council renting the room at a peppercorn rate. The issue was ongoing.

Speed Gates, Kiln Lane: Cllrs D'Lima and J Catchpole had met with Suffolk Highways who were supportive of the installation. Locations and designs were discussed. Suffolk Highways would be in touch in due course.

Planning appeal - land adjacent Street Farm, The Street (reference APP/W3520/W/16/3158593): Cllr J Catchpole advised that the original decision not to grant planning permission stood, however not formal correspondence had been received.

St George's Road street sign: Cllr D'Lima advised the sign had been repaired.

A1088 road sign: Cllr D'Lima stated that the left turn sign before the Spinney heading towards Norton had been damaged some time ago. The sign had been reported and no action taken. Cllr D'Lima had chased Suffolk Highways who advised that policy had changed so only essential road safety signs would be replaced if/when damaged. The policy to intended to reduce road sign clutter on main roads.

5 **County Councillors Report:** County Cllr J Storey had not submitted a report. However, following the meeting the following report was received: -

Week commencing 13 March 2017 saw the last County meeting before the County Council elections. Two motions were raised. Firstly, regarding the use of a permit system for roadworks. Generally good notice of roadworks are received, however alternative routes are not always those that local residents would suggest. Secondly, was regarding the democratic value of the Local Enterprise Partnership. Central Government have used this route to get large amounts of money into economic areas by using business and Council leaders. Various annual reports were also received.

On 17 March 2017, the Secretary of State for transport visited Elmswell due to the number of housing developments in and around Elmswell and the possible impact on traffic at the level crossing in the centre of the village.

The County Council election will be held on 4 May 2017.

6 **District Councillor's Report:** District Cllr R Barker reported that MSDC had raised Council Tax by 5p per week which was a minimal increase.

The Public Realm are looking at areas of grass to see if Parish Councils would undertake the maintenance for an agreed fee. Cllr J Godfrey raised concern that Parish Councils would agree to maintain areas and then funding would be removed at a later date.

District Cllr R Barker thanked those residents who had been involved in the recent Spring Clean and concluded by stating that various other villages are installing vehicle activated signs.

7 **Police Report:**

The report available on the website covers 22 wards in the Stowmarket area and is dated March 2017.

"There were 715 incidents received and 327 investigations recorded.

You said:

1. Target licensed premises with the intention to reduce demand on frontline officers.
2. Improve safeguarding documentation within Care Homes.
3. Reduce opportunist crimes.

We did:

1. Continued to work with the licensing department to provide intelligence and criminal investigations surrounding licensed premises. Appropriate advice given regarding crime, anti-social behaviour and drug use within and surrounding licensed premises.
2. Care Homes are being offered a presentation on the 'HERBERT' protocol.
3. Crimes continue to be reported whereby insecure vehicles and outbuildings are being entered and items stolen.

<i>Figures for February:</i>	Burglary Dwelling	18	Robbery	1
	Violence with Injury	14	Serious Sexual Offences	5
	Drug Trafficking	1	Anti-Social Behaviour	39

Point of contact for your Safer Neighbourhood Team: Sergeant 1692 Martin

Tel: 101

Email: Stowmarket.snt@suffolk.pnn.police.uk

8 **Speed Reactive Sign Procurement**

Cllr H Godfrey stated that he was in contact with Zoe Banthorpe, Community Liaison Officer. She would be assisting the Parish Council with the Vehicle Activated Signs (VAS). He had not heard from County Cllr J Storey. District Cllr R Barker added that Zoe would be first point of call and would advise who would be the best contact if she could not help.

The Parish Council concluded that the purchase of VAS should progress but would wait to hear from County Cllr J Storey regarding financial assistance first.

- 9 **Clerk's report:** The Clerk advised that an Open Space Survey had been received from MSDC. They were working with Ethos Environmental Planning to undertake an assessment of open space across Babergh and Mid Suffolk. The study would identify how much and what type of open space currently existed. The study covered parks, recreation grounds, play areas, youth facilities, allotments, wildlife areas, natural green spaces, footpaths, bridleways, amenity and informal green spaces.

The Parish Council concluded that Cllr J Catchpole would complete the Open Space Survey due to his knowledge of open space within Stowlangtoft. The Parish Council noted the deadline of 21 April 2017.

(District Cllr R Barker left the meeting at 8.00 pm)

10 **Finance Report:**

Councillors agreed the financial report and the cheques were signed.

Cllr N Kaines informed the Parish Council that he had received a quote regarding the refurbishment of the village sign. Cllr N Kaines summarised the figures in the quote but agreed to circulate after the meeting. The following figures were circulated:

Clean and paint the village sign – 1 coat, plus labour £90.00. Paint supplied £18.00. Total cost £108.00. 2 coats, plus labour £150.00. Paint supplied £30.00. Total cost £180.00. Cllr N Kaines recommended 2 coats, however a clean and 1 coat would be a vast improvement.

The Parish Council considered all the income items listed in the proposed 2017/2018 budget, which came to a total of £3465.00.

During discussion, it was agreed that a minimal increase regarding insurance would be included, however, once the VAS were installed, insurance premiums could increase which would need to be considered in 2018/2019.

The Clerk advised that the Internal Auditor had moved and would contact him regarding the 2016/2017 audit. Cllr H Godfrey stated that an accountant lived in the village so would investigate whether they would undertake the audit. The Clerk added that SALC could provide the auditing service.

The Parish Council concluded that the audit fee would be increased to £100.00 in the 2017/2018 budget and that the Clerk and Cllr H Godfrey would investigate Auditors and costs involved.

The Parish Council felt that additional hours of street cleaning were required to cover a wider area than currently undertaken. Cllr J Godfrey stated that additional quotes for a village wide clean every quarter should be obtained to allow an informed decision to be made. **The Parish Council agreed that the street cleaning hours and budget would be reviewed in the 2018/2019 budget.**

Cllr N Kaines stated that an additional village litter pick could be arranged in September/October.

Cllr H Godfrey advised that the Church currently employ a company to grass cut 4 times a year at an annual cost of £576. It was noted that the PCC Treasurer also cuts the grass. **The Parish Council agreed to add £100.00 to the maintenance and repair budget which would go towards the PCC Treasurer's lawn mower maintenance to reflect the voluntary grass cutting he undertakes between August and November.**

Cllr J Godfrey raised concern at £600 being allocated in the budget towards speed gates in Kiln Lane and a minor budget being left for the vehicle activated signs (VAS). Cllr N Kaines stated that the increased precept needed to be spent village wide and not just on the A1088 and main street. The VAS could be moved if more than one set of poles were installed by Suffolk Highways.

Cllr H Godfrey stated that if/when the speed gates in Kiln Lane were approved and installed, the correct material should be used to avoid unnecessary maintenance and to ensure the longevity of the installation.

Cllr H Godfrey stated that he would contact Zoe Banthorpe and County Cllr J Storey to move forward with the purchase of VAS.

Following detailed discussion regarding the location and type of VAS, the Parish Council felt that reserves could be used to purchase at least one VAS, supported by monies from County Cllr J Storey. The Parish Council concluded that a pole on the main street and the A1088 would be required.

The Parish Council unanimously concluded that the £280 surplus in the 2017/2018 budget be allocated to the installation of the vehicle activated signs and that strategic reserves be used to purchase at least one camera, once monies from the County Cllr had been received. A maximum of £2000 could be used.

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Planning matters:

4962/16 – The Granary, Kiln Farm, Kiln Lane. Change of use from a granary to a dwelling.

Councillors raised no objections to the application, however concerns had been raised regarding the footpath and cart lodges. No decision had been received from MSDC.

Approved: 0028/17 – Garden House, The Street, IP31 3JX.

Approved: 4793/16 – Stowlangtoft Hall Nursing Home, Kiln Lane.

Approved: 4792/16 – Stowlangtoft Hall Nursing Home, Kiln Lane.

The Parish Council noted that application 0993/17 – The Bungalows, The Street. Extension and alterations had been received since the publication of the agenda papers. The Parish Council concluded that they had no objections to the application, however raised concern at the possible overlooking from the sky light windows.

12 **Highway matters:**

Cllr J Orlopp advised that a further pot hole had appeared in Church View again. **Cllr D D’Lima agreed to report to the Highways Department.**

Cllr N Kaines suggested that some no littering signs be purchased and displayed in the A1088 layby. **Cllr D D’Lima agreed to contact District Cllr R Barker regarding the types of signs available.**

The Parish Council noted that the road drains near Christmas Cottage were blocked. **Cllr D D’Lima agreed to investigate further and report to the Highways Department if required.**

13 **Correspondence:** None.

14 **Councillors' Forum:** Cllr N Kaines thanked everyone involved in the recent litter pick. He also advised that there would be no bonfire event held in 2017 as the previous location was unavailable. He welcomed alternative venue suggestions from all those present.

Cllr H Godfrey advised that Cllr J Orlopp and himself had met the Social Club and discussed the Common Room. All tenants had been offered new tenancies but not under the sheltered accommodation terms as before. All tenants have been offered the choice of having a garden or not and the same option would be linked to the Common Room if/when the Parish Council took control.

Cllr J Orlopp stated that the Social Club had been renamed as the Stowlangtoft Community Fund.

As part of discussions, the Parish Council noted the possibility of a database being started to hold all email addresses of Parishioners.

15 **Public Forum:** The Parishioners raised concern regarding the speed of articulated lorries and delivery vans. Cllr D D’Lima suggested that Parishioners note the registration plates and pass the information to the local Police.

16 **Date of next meeting:** Monday 15 May 2017 at 7.30 pm in the Meeting Room, St George’s Road.

The Parish Council noted that the AGM would also be held on Monday 15 May 2017 at 7.00 pm in the Meeting Room, St George’s Road.

The meeting concluded at 9.25 pm.

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Chairman

Date: