

## GREAT BLAKENHAM PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Wednesday 24<sup>th</sup> April 2019 in the Meeting Room, Great Blakenham Village Hall, Mill Lane, Great Blakenham at 7.30pm.

Present: Steve Plume (Chairman), Widge Bowman, David Jones  
Clerk to the Council – Janet Gobey.  
County and District Councillor John Field (from 8.22pm)  
Two members of the public.

The Chairman opened the Meeting at 7.30 pm.

1. To receive and approve any apologies for absence.  
No apologies were received.

### 2. Declaration of any pecuniary and non-pecuniary interests.

a. Councillors declaration of interest appropriate to any item on the agenda.

None.

b. To receive written requests for dispensations for disclosable pecuniary interest (if any).

None

c. To grant any requests for dispensations as appropriate.

None.

### 3. Public Forum

b. To receive a report from the County Councillor – as Cllr. Field was not present, the Chairman read this out.

c. To receive reports from the District Councillors -- Cllr. Welsby was not present.

d. To receive questions from members of the public (allow 15 minutes).

There was a query about whether there would be a bus stop near Budgens. The Chairman said that there would be two new bus stops on Bramford Road and as far as he was aware there were no plans for any other new ones.

Roman Close – is there any money left for improvements to the open space there. The Chairman confirmed that there was possible funding available for preschool play equipment.  
Litter in the village – concern was expressed about the apparent increase in litter.

4. To approve the Minutes of the monthly Meeting held on 13<sup>th</sup> March 2019.

These were unanimously approved and the Chairman signed them as a true and correct record of the Meeting.

5. To note the Clerk's update from previous Meetings.

Councillors noted this.

### 6. Planning

a. To consider the following planning applications.

DC/19/01793	Location: Land at Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	Proposal: Submission of details under Outline Planning Permission 2351/16 (Varied by Section 73 permission 1755/17) for Appearance, Landscaping, Layout and Scale of Phase 2 extending estate road approved under DC/18/01897 to eastern & central parts, provision of main services & balancing lagoon & Phase 4 for central warehouse unit plot.
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Councillors expressed their concern about rainwater run off coming from the top of the site down the long straight road and out onto the B1113, where there is already a flooding problem. Councillors agreed that it was important that mitigation measures were clarified.

DC/19/01373	Location: Toccata, 273 Stowmarket Road, Great Blakenham, Ipswich Suffolk IP6 0LZ	Proposal: Householder Planning Application - Erection of a two storey side extension.
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Councillors agreed that they had no objection to this proposal.

DC/19/01361	Location: 241 Stowmarket Road, Great Blakenham, Ipswich, Suffolk IP6 0LY	Proposal: Full Planning Application - Erection of 3no. dwellings with associated private access and landscaping. External works to existing dwelling and creation of parking space.
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Councillors agreed that they had no objection to this proposal.

DC/19/01827	Location: Land at Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	Proposal: Submission of Details under Outline Planning Permission 2351/16 (Varied by Section 73 permission 1755/17) for Appearance, Landscaping, Layout and Scale of Phase 1 Access Works
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Councillors noted that the entrance/exit arrangements from the B1113 appeared to have been changed from the original application and that now, instead of one exit only and one entrance only, both would be dual entrances and exits. This would inevitably create more junction problems on a road that is already an accident blackspot. Councillors agreed that it was essential that the speed limit along the road was lowered to 30mph, especially as all the footways, cycle paths etc. end at Chapel Lane, leaving pedestrians and cyclists on that stretch of road at a higher degree of risk. Councillors agreed that, in light of recent traffic problems caused by roadworks in the village, it would be important to have contact details and regular updates during the construction phase.

Ecology – the badger set on the site will need to be protected. Councillors agreed that tree planting and landscaping should only use native species.

b. To note any planning determinations.

DC/19/00893	Location: Tollgate Farm, 15 Stowmarket Road Great Blakenham Ipswich Suffolk IP6 0LJ	Proposal: Application for Listed Building Consent - Erection of a single storey extension and internal alterations.
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Granted. Councillors noted this.

c. Any other planning matters to note.

None.

d. To receive an update on SnOasis Reserved Matters.

A meeting is being arranged by Planning to begin the process of setting up a S106 External Reference Group. All the parishes that have a border with the site will be invited to join. Planning does not intend to work with the SnOasis Parish Alliance in the future.

e. To consider a response to the proposal from BMSDC Planning regarding a SnOasis S106 External Reference Group (by email 25<sup>th</sup> March).

Councillors agreed that the Council should participate in this group.

## 7. Growth, Highways and Infrastructure

### a. To note progress on the Joint Neighbourhood Plan.

Cllr. Bowman gave a summary of the last meeting of the Group. The three parishes have put out an invitation for residents to join the group, but with no response. The Chairman said that it was a requirement for the draft Plan to be able to demonstrate community support before it could be approved and it was necessary that 50% of the people involved in the process were not Councillors. If this is not achieved, it will not be possible to proceed with the Joint Neighbourhood Plan.

### b. To receive an update on determining the ownership of land behind the Village Hall which could be the site for a preschool.

Councillors discussed this and Cllr. Field offered to contact the SCC Property team and see if they can find out who owns the land.

### c. To note progress on the completion of the Hackneys Corner roadworks.

The Chairman reported that steady progress continues. There are still some outstanding issues that will be picked up at his next meeting with D S Watson, such as the pedestrian crossing.

### d. To consider how to take forward a Parish Infrastructure Improvement Plan (PIIP).

The Clerk reported that energy surveys were being carried out for the Village Hall and the Parish Room. The Diocese was carrying out the sustainability survey for the Parish Room. There had been no response to the request for volunteers to help with the PIIP.

### e. To consider a response to the consultation on the Babergh and Mid Suffolk Joint Area Parking Plan – by email 29<sup>th</sup> March. Councillors discussed this. Civil parking enforcement will become the responsibility of District Councils, but Councillors felt that this would not tackle the problem of not enough parking places being provided in both commercial and residential developments. The issue of parking should be sorted out at the planning stage, not left to become a problem later.

## 8. Governance

### a. To note the Clerk's mileage and expenses.

Councillors noted this.

### b. To note progress on setting up the facility to transfer funds from the Council's Community Account to the Council's Business Premium Account.

The Chairman thanked Cllr. Jones for his efforts. **ACTION:** Clerk to contact the bank again.

### c. To note the requirement for the Clerk to be auto enrolled into a pension scheme.

Councillors noted that this was now a legal requirement after the Clerk's last salary increase.

### d. To approve joining NEST as the Council's pension provider.

Councillors unanimously approved this.

### e. To consider the S137 payment to the Great Blakenham Craft Club.

Councillors discussed this and agreed that it would not be possible to make this payment unless the Craft Club were to open a bank account in the name of the Club.

### f. To consider the S137 payment to the Mums and Tots group at the Parish Room.

Councillors discussed this and agreed to proceed with the payment that had previously been approved and that they should offer support when the Parish Room was considering long term storage possibilities.

## 9. Allotments

### a. To note any update on the long term future of the allotments.

Councillors noted that the land agents had agreed to raise the possibility of selling or issuing a long term lease on the land when they next met the landowner. A meeting is due in the next few weeks,

### b. To note the current occupancy of the allotments.

The Clerk reported that there had been no new enquiries about allotments and occupancy remained unchanged.

#### 10. Village Maintenance

a. To note progress on the maintenance work proposed for the milestone at Hackneys Corner.

Councillors noted that the report/quote had not been received yet.

b. To consider requests for new dog waste bins at the following locations:

i. Between Chequers Rise and the post box at the Needham end of the village.

ii. In the River Way/Lime Way area of Blakenham Fields.

Councillors approved both these requests. They also agreed that rubbish bins should be installed alongside the dog waste bins. ACTION: Clerk.

c. To consider attaching stickers to the rubbish and dog waste bins in the village to tell people who to contact if they need emptying.

Councillors approved this. ACTION: Clerk.

d. To consider the quotes for replacing the Village Gateway signs.

Councillors discussed this and agreed that Highways should be contacted to see if they had to give permission. ACTION: Clerk.

#### 11. Churchyard and Cemetery.

a. To note any update on the purchase of land for the extension of the Cemetery.

Councillors noted that there was no update on this.

b. To note progress on the refurbishment of the War Memorial.

V Councillors noted that the drawings etc had not yet been received from the architect.

#### 12. Village Hall

a. To receive a report from the Councillor representing the Parish Council on the Village Hall Management Committee.

The Chairman reported that he had not been able to attend the last meeting of the VHMC.

#### 13. Training and Development for Councillors and Clerk

a. To note the following training already booked (if any).

None.

b. To consider any other training requests.

None.

#### 14. Finance

a. To note the following cheques signed out of Meeting.

HMRC	Quarterly tax and NI deductions	£372.00	LGA 1972 s.111
Janet Gobey	Clerk's salary for March 2019	£554.02	LGA 1972 s.111

Councillors noted these.

b. To consider approving and making the following payments:

Shades Home Maintenance	March 2019 - Churchyard and cemetery maintenance. Litter picking. Bin emptying. Installation of new noticeboard.	£820.00	LGA 1972 s214(6) LGA 1972, s.215 LGA 1972 s111
Great Blakenham Parish Room	Room hire March 2019	£20.00	LGA 1972 s.111
Suffolk County Council	Street lighting April 2018 to March 2019 – maintenance and energy.	£1412.18	Parish Councils Act 1957 s3 Highways Act 1980 s 301
SALC	Annual subscription for 2019/20	£547.73	LGA 1972 s.111

SALC	Six months payroll service period ended 31/3/2019	£54.00	LGA 1972 s.111
Janet Gobey	Clerk's expenses - £25.65 mileage for March 2019. £12.00 key cutting.	£37.65	LGA 1972 s.111

Councillors approved these payments.

c. To note the Council's Financial Report for March 2019.

**BANK BALANCES 28/2/2019 – 29/3/2019**

BUSINESS PREMIUM ACCOUNT - £15,763.86

COMMUNITY/CURRENT ACCOUNT – £71,758.38

**TOTAL - £87,522.24**

**MONTHLY – MARCH 2019**

**EXPENDITURE: 28/2/2019 TO 29/3/2019**

Cheques (cleared): £1415.39

Direct debits: £14.99

£14.99 Chairman's phone

Business Debit card payments:

£21.33

Total: £1415.71

PLUS Cheques (uncleared): £456.70

**INCOME: 28/2/2019 TO 29/3/2019**

£4082.00 – BMSDC Cleansing grants

£13.86 – Business Savings Account interest

**FINANCIAL YEAR END**

**EXPENDITURE**

£35,211.57

**INCOME**

£49,576.60

**RESERVES** (approved at January 2019 Council Meeting)

General Reserves

£20,000

Earmarked Reserves

Long term Earmarked Reserves:

Purchase of land for Cemetery extension - £12,500

Landscaping, fencing for Cemetery extension - £3,000

Legal fees for Cemetery extension - £3,000.

Ground penetrating radar survey of the Cemetery £4,000

Purchase of the allotment land - £10,000

Other Earmarked Reserves:

Election and referendum costs - £2100 (poll cards, election and count costs).

Purchase of speed monitoring equipment - £16,000

Maintenance and improvement work on the village War Memorial - £10,000.

Contribution towards village preschool facility: £10,000.

Neighbourhood Plan: £7,000.

TOTAL: £77,600

Councillors noted this. Cllr. Jones checked the Report against the figures on the paper bank statement and signed the Report.

d. To authorise any invoices for Business Direct Debit card payments.

Cllr. Jones checked the invoice against the paper bank statement and Councillors approved the payment.

15. Reports

To receive reports from Councillors assigned to the following:

- a. SnOasis Parish Alliance – already covered.
- b. Viridor Liaison Committee - none.
- c. Suez Liaison Group - report circulated.
- d. SALC – none.

#### 16. Correspondence

To note the following items of correspondence and form a response where appropriate:

Sproughton Working Group (by email 29/3/2019)	Email regarding housing developments in the Gipping Valley
BMSDC (by email 22/3/2019)	Parish Councils Briefing Note: MSDC Housing Land Supply Position review 2019
SUEZ Recycling and Recovery UK Ltd (by email 29/3/2019)	Suffolk energy-from-waste facility monthly site update for April.
SCC Highways (by email 15/4/2019)	Information on Highways grass cutting for 2019.
BMSDC Infrastructure Team (by email 15/4/2019)	Information on April 2018 Half Yearly CIL Payments to Town and Parish Councils
BMSDC Electoral Services (by email 5/4/2019)	Parish Statements of Persons Nominated, Notice of Uncontested Elections and Notice of Poll and Situation of Polling Station

Councillors noted these items of correspondence.

17. To note the date of the next Meeting (the Annual Meeting of the Council on 8<sup>th</sup> May 2019 at 7.30pm) and any items for the Agenda.

Councillors noted this. No items were put forward for the Agenda.

The Chairman closed the meeting at 10.10pm.

Signed as a true and correct record of the Meeting.

Steve Plume – Chairman Great Blakenham Parish Council

Date: 8<sup>th</sup> May 2019