

GREAT BLAKENHAM PARISH COUNCIL

Members of the public and the press are invited to attend the Parish Council Meeting to be held on Thursday 9th June 2022 in the Parish Room, Stowmarket Road, Great Blakenham at 7.30pm.

Present: Cllr. Steve Plume (Chairman), Cllr. Will Durrant, Michaela Butcher, District Cllr. John Field, 15 members of the public.

The Chairman opened the meeting at 7.30

MINUTES

1. To receive and approve any apologies for absence.

Cllr. Eoin McNamee and County Cllr. Chris Chambers.

District Cllr. John Field is still authorised by Babergh & Mid-Suffolk District to stand in as a councillor in the event that we are not quorate, and he did so on this day.

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

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

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

c. To grant any requests for dispensations as appropriate.

d. To ask if anyone wishes to be co-opted on to the Parish Council.

No one requested to do so.

3. Public Forum

a. To receive the report from the County Councillor (*allow five minutes*).

County Cllr. Chris Chambers was unable to attend.

b. To receive the report from the District Councillor (*allow five minutes*).

District Cllr. Field noted that he had attended the Mid-Suffolk & District Council Annual Meeting where elections were carried out for the position of Chairman and for the chairs of various committees.

The proposal for the new 400kv pylon line from Norwich to Tilbury has been discussed in a recent cabinet meeting. Although the proposed route does not affect Great Blakenham but would impact on many villages in Suffolk. Alternative solutions have been suggested, either by burying the lines underground, or routing on the sea bed to London – the District Council, the County Council and local MPs are all advocating for the sea bed option.

Mid-Suffolk & District is to launch a 'Cost of Living Action Plan' initiative to assist residents with support in the current economic crisis, including co-ordinating Government Support to ensure it reaches those that need it the most, providing physical and mental health support, and the provision of extra support to food banks.

A proposal has been made to carry out extensive remodelling of the Stowmarket leisure centre sports facilities.

District Cllr. Field is still looking into previous concerns raised about the damage being done in the Great Wood, and the concerns members of the public have about Blueleights Park.

c. To receive questions from members of the public (*allow fifteen minutes maximum*).

Members of the public raised concerns about the current capacity on Blueleights Park and their fears that more homes could be installed on the development. District Cllr. Field noted that, historically, approval had been given for up to 80 properties, but on an aerial photo of the development 93 can be seen. District Cllr. Field will investigate further to see if anything can be done to prevent the installation of any more homes in the park.

A member of the public asked if the liaison committee meetings with Viridor will recommence – Cllr. Plume has spoken to Viridor recently and they advised him that meetings would possibly start again later in the year.

A member of the public asked if a liaison committee could potentially be set up with Blackacre – Cllr. Plume has a contact at the Port One development and will ask if they would consider setting up a liaison committee.

4. To approve the Draft Minutes of the Meeting of the Council held on 12th May 2022 Approved, and noted that the Annual Meeting of the Parish in 2021 that was mentioned last month as minutes not being present, on review of the files no minutes were created.

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

We still don't know who installed or owns the lights that are not working on Hackneys Corner – Parish Clerk to pass the information to County Cllr. Chambers to see if he can shed any light on ownership / responsibility.

Cllr. Plume has been in touch with Barking Forge about making a bench that will ultimately be sited around the new oak tree to be planted later this year as part of the Queen's Green Canopy initiative to mark the Platinum Jubilee. We need to submit a design – if any residents would like to submit a design we would be happy to review them. The proposal is for a Jubilee themed circular bench, made up of two halves fixed together with the capacity for expander sections added in later years should the tree trunk size exceed the inner circumference of the bench.

The monthly two hour road sweep that should have occurred today did not proceed as the road sweeper broke down; the sweep will be re-arranged to the coming weeks and will then take place for two hours on the second Thursday of each month.

6. Planning

a. To consider the following planning applications.

DC/22/02495	Land North Of, Chalk Hill Lane, Great Blakenham, Suffolk	Full Planning Application - Erection of 1No detached dwelling.
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A number of residents referred to objections about the proposed development – these objections have been submitted online. Key concerns are the height of the proposed development, the loss of privacy in the properties adjacent to the proposed development because of the height of the house and the windows in the rear wall, and the overall design of the property. Mr Bumstead (the developer) was in attendance and advised that he is prepared to work with the architect to revise the plans to reduce the height of the property. He advised that the windows to the rear of the property are not full height windows as per the drawings online, they are high level windows for the purposes of letting light in only and these will all be glazed with frosted glass so that no one can look in or out of the property. He is also prepared carry out some development work on the access road to his property to improve the road condition.

b. To note any planning determinations

DC/22/00693	Land At Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	APPROVED CONDITION(S): 31. PRIOR TO COMMENCEMENT: TREE PROTECTION 33. CONCURRENT WITH RESERVED MATTERS: DETAILED DESIGN MATERIALS AND LAYOUT 34. PRIOR TO CONSTRUCTION OF ANY BUILDING ABOVE SLAB LEVEL: SOFT
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		LANDSCAPING. 35. PRIOR TO CONSTRUCTION OF ANY BUILDING ABOVE SLAB LEVEL: HARD LANDSCAPING
DC/22/01816	Land At Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	APPROVED CONDITION(S): 3. ACTION REQUIRED PRIOR TO COMMENCEMENT OF WORKS: PRE-COMMENCEMENT CONDITION: APPROVAL OF PHASING OF DEVELOPMENT
DC/22/01733	Land At Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	APPROVED CONDITION(S): 6. ACTION REQUIRED PRIOR TO FIRST USE OF DEVELOPMENT: NOISE MANAGEMENT PLAN
DC/22/01541	Land At Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	APPROVED CONDITION(S): 5. ACTION REQUIRED IN ACCORDANCE WITH A SPECIFIC TIMETABLE: PEDESTRIAN CROSSING
DC/22/01598	Land At Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	APPROVED CONDITION(S): 23. ACTION REQUIRED PRIOR TO COMMENCEMENT OF WORKS TO ACCESS: HIGHWAYS - SURFACE WATER DISCHARGE PREVENTION DETAILS REQUIRED. 26. ACTION REQUIRED PRIOR TO COMMENCEMENT OF DEVELOPMENT - PRE COMMENCEMENT CONDITION: PROVISION OF OFF ROAD CYCLE IMPROVEMENTS 27. ACTION REQUIRED PRIOR TO OCCUPATION: ADVANCED SIGNAGE 36. TEMPORARY SIGNAGE
DC/22/01812	Land At Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	APPROVED CONDITION(S): 10. ACTION REQUIRED PRIOR TO THE COMMENCEMENT OF DEVELOPMENT - ARCHAEOLOGICAL WORKS
DC/22/01781	Land At 241 Stowmarket Road, Great Blakenham, Suffolk, IP6 0LY	APPROVED CONDITION(S): 11. Prior to first occupation of any of the dwellings, a Biodiversity Enhancement Strategy for Protected and Priority species shall be submitted to and approved in writing by the local planning authority. 12. Prior to first occupation of any of the dwellings, a lighting design scheme for biodiversity shall be submitted to and approved in writing by the Local Planning Authority.
DC/22/01782	241 Stowmarket Road, Great Blakenham, Suffolk, IP6 0LY	APPROVED CONDITION(S): 4. Prior to development above slab level, a Biodiversity Enhancement Strategy for Protected and Priority species shall be submitted to and approved in writing by the Local Planning Authority. 5. Prior to first occupation a lighting design

		scheme for biodiversity shall be submitted to and approved in writing by the Local Planning Authority.
DC/22/01616	Unit 1, Addison Way, Great Blakenham, Suffolk IP6 0RL	Full Planning Application - Erection of signwriting workshop.

Granted.

c. Any other planning matters to note.

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Application withdrawn.

7. Growth, Highways and Infrastructure

- a. To note any update on the Council's formal request to Suffolk County Council to change the lights on the Stowmarket Road zebra crossing to halo lights traffic
County Cllr. Chambers was looking into this – Parish Clerk to follow up with him.
- b. Three new gateway signs have been ordered. Port One has agreed to install the gateway sign on the Bramford Road entrance into the village as part of the work they are doing to create a footpath and cycle path. The gateway sign on entering the village from Claydon will welcome visitors to the village, the reverse of the sign will welcome visitors to Claydon
The signs are on order and should be delivered in the eight weeks
- c. To note any update on the Council's formal request to Suffolk County Council for the installation of yellow lines or a Traffic Regulation Order for Plummers Dell
County Cllr. Chambers is still looking into this – Parish Clerk to follow up with him.
- d. To note any update on the notification to the Council of proposed roadworks by SCC Highways

No updates received about proposed roadworks.

Cllr. Plume has spoken to Port One about the traffic lights they have, they will be in place for a while longer. They have a permanent member of staff monitoring them to ensure that any traffic light failure is remedied quickly.

Cllr. Plume noted that, although not referred to in the agenda for this meeting, we have now established that we can install a bus stop shelter on the Bramford Road - the land is owned by Great Blakenham Parish Council and not by Highways and the proposed location is more than two metres from the edge of the road, so we are able to do so without planning permission. We need to source the supply of a bus shelter and a contractor to install it. The intention is that the surrounding bank will be reverted back to a wildlife and wildflower area – it did used to be a roadside nature reserve.

Cllr. Plume also advised that he had recently spoken to a member of Ashbocking Parish Council, and they advised that they have erected their own speed indication devices - if they are not within 2 metres of the roadside then they can be erected without approval. We propose installing one next to the proposed new bus shelter, one on the Stowmarket Road heading into the village from the Needham direction, one near the Parish Rooms junction, and one on the main road through the village – we need to look into the potential locations for the posts.

8. Governance

- a. To receive update on access to parish council funds from Barclays Bank
Mandates to add Cllr. Eoin McNamee and the Parish Clerk have been submitted to Barclays but not processed yet, and it does not appear that Barclays has received the forms submitted by post for the Parish Clerk. A new set of forms have been completed to add the

*Parish Clerk – once signed off at this meeting they will be hand delivered to the Barclays branch in Ipswich to ensure they are dealt with by the correct department.
When the Parish Clerk delivers the mandate to the Barclays she will also obtain the correct forms required to issue a new debit card on the main account to be held by Cllr. Plume – the previous debit card was cancelled after the previous Clerk left.*

b. To consider CIL money application to support projects

The CIL proposal application has been submitted – we have requested £1,000,000 towards the development of the sports facilities at Claydon High School.

c. To note the non-payment of the Chairman's allowance of £300 for 2019/2020 and 2020/2021 – these amounts were approved in the May 2021 meeting but have never been paid to the Chairman because there were not two other cheque signatories in addition to the Chairman

Carried over to the next meeting - until Cllr. Eoin McNamee is added as a signatory to the account the Chairman's expenses for the previous two years cannot be paid as he cannot co-sign a cheque made payable to himself. Once this is resolved consideration will also be given to the Chairman's allowance for the 2021/2022 year.

9. Allotments.

a. To note the improvement works on allotment will commence on 11th July 2022 for clearance and the 25th July to replace the fencing and sheds.

b. To discuss any further preparatory works required in advance of the improvement works commencing as above

Cllr. Plume has spoken to Fewes who will supply us with suitable material to lay on the surface of the new car park.

10. Village Maintenance

a. Tree cutting Hackneys Corner – a letter is to be sent to all residents updating them on the proposed maintenance to be carried out on the Council owned trees

Residents voted 5 to 2 in favour of the management of the trees (one non respondent). Two respondents have advised that they don't want their sections of the hedgerow behind the trees to be trimmed as part of the tree management; it is noted that there is one section of the hedgerow that is encroaching onto the footpath which means that pedestrians cannot walk on the footpath and have to walk on the grass, so this section will be trimmed back.

b. Street lights Hackneys Corner

We still don't know who installed or owns the lights that are not working on Hackneys Corner – Parish Clerk to pass the information to County Cllr. Field to see if he can shed any light on ownership / responsibility.

c. Village maintenance

Three tenders were received in respect of the Ground Maintenance contracts, and three were received in respect of the Street Cleaning contract. After review it was agreed that Shades Maintenance had been successful in securing the contracts and would be appointed for the next three years.

d. To consider waste bin at the Chapel Lane bus stop

We have a bin that can possibly be re-purposed for this location, although if it can't then we will order a new one the same as one installed at the bus stop close to the boundary with Claydon that has remained intact since its installation.

Cllr. Plume asked District Cllr. Field who we should approach to get Chapel Lane resurfaced as it is very damaged and in need of repair – District Cllr. Field advised that Chapel Lane falls under Suffolk County Council's remit and we should contact County Cllr. Chris Chamber to instigate.

e. Wildlife initiative – discuss supplying swift / sparrow / house martin nest boxes / insect hotels. Correspondence received from Suffolk Wildlife Trust with further details

We need to review the information received from SWT and come up with a plan of action as to what residents would like to have in the village. We will reach out to residents via social media to gauge ideas and levels of interest.

f. We have approached Barking Forge to discuss the creation of a Platinum Jubilee memorial bench to be situated next to the tree that will be planted on the land outside of Budgens later in the year. Design to be drafted and submitted to Barking Forge for consideration

Cllr. Plume has been in touch with Barking Forge about making a bench that will ultimately be sited around the new oak tree to be planted later this year as part of the Queen's Green Canopy initiative to mark the Platinum Jubilee. We need to submit a design – if any residents would like to submit a design we would be happy to review them. The proposal is for a Jubilee themed circular bench, made up of two halves fixed together with the capacity for expander sections added in later years should the tree trunk size exceed the inner circumference of the bench.

11. Churchyard and Cemetery.

a. To consider any quotes for repairs and maintenance of the shelter in the Cemetery. We need to find another carpenter to review and come up with a plan of action as the carpenter we had previously been in contact with has not provided a proposal for the required works – Parish Clerk to investigate.

b. Email received from the Church Warden of St Mary's Church with regards to grounds maintenance that is needed.

Parish Clerk to speak to Jennie Blackburn to get advice on contacting the Parochial Parish Council to ask them for confirmation of the agreement between the Parish Council and the PPC regarding maintenance of the church grounds.

A resident mentioned that the holly bush alongside the path in the churchyard is quite overgrown and needs trimming back – Clerk to ask our contractors to trim it back.

12. Training and Development for Councillors and Clerk

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

Cemetery Management 14/06/2022 – Chairman and Parish Clerk

b. To consider any other training requests.

None.

13. Finance

a. To consider approving and making the following payments:

Shades Home Maintenance	Invoice 2176 Grounds Maintenance Grass cutting at St Mary's Church, Great Blakenham. Grass cutting at The Cemetery, Great Blakenham. Budgens Grass Cut / Weeding Budgens Litter Pick/Bin Empty Street Cleaning Bin installation Labour and materials to install 1 x rubbish bin. Cheque number 102869	£1260.00	LGA 1972 s214(6) LGA 1972, s.215
Shades Home Maintenance	Invoice 2175 Street Cleaning Extra street cleaning on Stowmarket Road, Bramford Road, area opposite and next to Boltons and extra emptying of bins at Budgens each week.	£480.00	LGA 1972 s214(6) LGA 1972, s.215

	Cheque number 102871		
Shades Home Maintenance	Invoice 2177 Hedgerow cut back Cut back hedgerow, level any stumps, trim grass down on public footpath that runs the length of the allotments. Cheque number 102870	£300.00	LGA 1972 s214(6) LGA 1972, s.215
HMRC	Quarterly tax and NI contribution Quarter 3 ending 05/01/2022 Quarter 4 ending 05/04/2022 Interest is also due, but the statement has not been received yet noting the amount due Statement received on 8th July, revised amount of £646.71 noted in minutes Cheque number 102872	£646.71	LGA 1972 s.111
Michaela Butcher	Clerk salary May 2022 Cheque number 102873	£434.28	LGA 1972 s.111
SALC	Cemetery Management training course – S Plume Invoice 26159 Cheque number 102875	£48.00	LGA 1972 s.111
SALC	Cemetery Management training course – M Butcher Invoice 26095 Cheque number 102874	£48.00	LGA 1972 s.111
Sackers	Invoice 86155 Skip hire – allotments Cheque number 102881	£240.00	LGA 1972 s214(6) LGA 1972, s.215
Sackers	Invoice 86174 Skip hire – allotments Cheque number 102880	£240.00	LGA 1972 s214(6) LGA 1972, s.215
Dr R Piper	Creating Wildflower Meadows x one attendee at £40 each (previous cheque destroyed by Dr Piper, to be rebooked for one attendee only) Cheque number 102876	£40.00	LGA 1972 s214(6) LGA 1972, s.215
E McNamee	S137 donation – Frame Football Team To be carried over to the July meeting as Cllr. McNamee was unable to attend this meeting and provide payee details in respect of the charity account name	£2000.00	LGA 1972 s.137
Bat Conservation Trust	S137 donation Bat Conservation Trust, Studio 15 Cloisters House, Cloisters Business Centre, 8 Battersea Park Road, London, SW8 4BG Cheque number 102877	£100.00	LGA 1972 s.137

Wave	Water supply to the Great Blakenham allotments Cheque number 102878	£32.90	LGA 1972 s214(6) LGA 1972, s.215
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The following invoice was received after the agenda had been published:

Mid Suffolk District Council	Litter & dog bin emptying Invoice ref. 2000141234 Cheque number 102879	£870.70	LGA 1972 s214(6) LGA 1972, s.215
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b. To note the Council's Financial Reports for May 2022 including any payments made out of Meeting and any invoices for Business Direct Debit card payments
It was noted that the 'CIL Receipts To Date' amount detailed on the April 2022 Financial Report was incorrectly detailed as £119,092.94 – the correct amount is £129,927.00 as detailed on the May 2022 presented at this meeting.

Cllr. Plume has spoken in the past to the land agent about the potential purchase of the 21 acres of grazing land on the flood plain adjacent to Stowmarket Road. An item will be added to next month's agenda to further discuss the potential of purchasing this land with a view to turning it into an area that would benefit all village residents – potentially incorporating an enclosed dog walking area, a picnic area, fencing a section of for wetland or as a designated nature reserve – ask for ideas

c. To note the Clerk's invitation to join the workplace pension scheme
To review at the next meeting in more detail as the Parish Clerk will have gone through the probationary period.

d. To approve the purchase of a new printer to facilitate printing of Council documents
As there is no bank card available that can be used to make online purchases the Clerk will purchase a new printer and submit an expense claim for reimbursement of the purchase price.

14. Reports

To receive reports from Councillors assigned to the following:

- a. Viridor Liaison Committee - Cllr. Plume
- b. Suez Liaison Group - Vacant

15. Correspondence

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

- a. Email received from the Church Warden of St Mary's Church with regards to grounds maintenance that is needed – see 12. Churchyard and Cemetery.

16. Future meetings

- a. To note invitation for items to be considered in the next meeting.
- b. To note the date of the next scheduled Meeting on Thursday 14th July 2022 and any items for the agenda.

Meeting closed 9.40pm

Michaela Butcher
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Date: 24th June 2022



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