

## GREAT BLAKENHAM PARISH COUNCIL

Minutes of the Gt Blakenham Parish Council meeting held on Tuesday 22<sup>nd</sup> November 2022 in the Parish Room, Stowmarket Road, Great Blakenham, at 7.30pm.

Present: Cllr Steve Plume (Chairman), Cllr Eoin McNamee, Cllr Deborah Kemp, District Cllr. John Field, Suffolk County Cllr Chris Chambers, Karen Grimwood the new Parish Clerk, Melanie Thurston (Locum Clerk), and 1 member of the public.

The Chairman welcomed all and opened the meeting at 7.30pm.

### MINUTES

#### 1. To receive and approve any apologies for absence.

Cllr Will Durrant due to family commitments. The Parish Council approved his absence.

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

- a. Councillors declaration of interest appropriate to any item on the agenda. The Chairman item 13a.
- b. To receive written requests for dispensations for disclosable pecuniary interest (if any). None.
- c. To grant any requests for dispensations as appropriate. None.
- d. Co-option of parish councillor. Keeran Leonard, member of the present at the meeting would like to be considered for the vacancy. He outlined his work, hobbies and interests, has lived in the village for the last 3 years. It was agreed by all to Co-opt Keeran onto the Parish Council with immediate effect. He signed the Councillor Declaration Form and will register his interests on the district council portal.

#### 3. Public Forum

To receive the report from the County Councillor Chris Chambers.

- a. Reported that next round of new SEND places agreed by Cabinet. On October 11<sup>th</sup> the Council's Cabinet agreed a new wave of funding to continue its programme to provide places for children and young people with SEND (special educational needs).
- b. Launch of 'Childhood', short film to raise awareness of the need for foster carers. Aimed at finding more people who may be interested in becoming foster carers and providing nurturing, positive homes for children and young people across the county who need them.
- c. Being prepared for winter matters to Suffolk County Council, November marks the start of the council's new Winter Matters campaign, a campaign packed full of tips and advice to help you and your loved ones look after your money, health, wellbeing and safety during the colder months. If high energy bills are preventing you from putting the heating on, or you know anyone who may need extra help heating their home, please contact Warm Homes Suffolk on 03456 037 686. Further guidance on national and local support with household costs, including food and essentials, is available on our website. <https://www.suffolk.gov.uk/community-and-safety/communities/healthier/cost-of-living-support> to find out what help you could be entitled to, as well as tips and advice for saving money.
- d. The Chairman advised that he has received a pack "Surviving Winter Impact", which gives lots of useful information, but with limited space on the village noticeboards it's difficult to get the message out there. Would have been better to have received the information back in September. Will put the information onto the village website and Facebook page.

To receive the report from the District Councillor John Field.

- a. Reported that Cifco, the Councils' commercial property arm continues to generate income for districts. The value of its properties increased by some £10 million giving rise to a profit of £6.7m last year. It generated £1.7m in net income for Mid Suffolk after payment of £468k long- and short-term interest on the £49 million the council borrowed to fund this enterprise.
- b. New Innovate to Elevate programme launches for businesses a new 12-month partnership between the University of Essex and the District Councils will give businesses in Babergh & Mid Suffolk an opportunity to receive an innovation boost. The programme is inviting local businesses

to apply to participate in fully funded collaborative projects with the University of Essex, which will help them take the next steps towards innovation and growth.

- c. **Planning**, the latest calculation of the Council's 5 Year Housing Land Supply position is in draft form for consultation.

**Masons Quarry landfill site**, County has extended the life to 2032 so we must now wait to see what action Valley Ridge take in response. The site apparently now takes some 240,000 tonnes of waste per year, although the County Council doubted that figure, from an area that includes North Essex, parts of Norfolk and Cambridge.

**Gateway 14**, the development Control A meeting on the 12th October gave detailed planning consent to the reserved matters for the first unit at Gateway 14, Stowmarket, to be occupied by The Range. The site, together with Port One at Great Blakenham is a Freeport and MSDC has entered an expression of interest to change both to tax-free investment zones, but these may not progress under this month's government.

**Barham**, reserved matters approval to the development on Barham Church Lane. There had been improvements since the outline approval stage after significant engagement with Claydon parish council. A Design Code has been produced to guide development in line with the latest NPPF processes and did give a clear and attractive view of the developer's claimed intentions.

**The John Peel Centre for Creative Arts**, in the Corn Exchange in Stowmarket will hopefully be able to welcome more visitors, events, and experiences by expanding into the old bank building now owned by Mid Suffolk.

Cllr Kemp is worried about the impact which more new housing developments will have. With the loss of local Doctors surgeries, the much needed infrastructure is not being put in place.

Chairman raised concern that the landfill is excessive and they are operating well above the licensed limits. Cllr Whitehead informed that the government is putting through changes to waste management which will be welcomed.

- d. To receive questions from members of the public. None.

4. To approve the Minutes of the Meeting of the Council held on the 26<sup>th</sup> October 2022.

The Chairman informed that he has some changes to make to the minutes, he apologised for being late in doing so. 7d. Gipping Road closed due to annual build-up of water. 10. £220 per day for 4 people, 4hrs. 13b. September meeting. 14. Veolia will remain as Suez.

Pending the changes to the minutes, approved by all, and signed by the Chairman.

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

The Chairman has nothing to report.

6. Planning

- a. To consider the following planning applications.

DC/22/05259	Application under Section 73 of The Town and Country Planning Act for DC/20/01175 for variation or removal of Condition 22 (Highway Mitigation)	Full application
-------------	-------------------------------------------------------------------------------------------------------------------------------------------------	------------------

- b. To note any planning determinations

DC/22/00661	Application for a Non-Material Amendment relating to Reserved Matters Approval	The amendment to the size of the building and the arrangements of the units within it, resulting in consequential changes to the floor plans and elevations.
DC/20/01175	Condition 6 (Surface Water Drainage Strategy) and Condition 7 (Surface Water Drainage Details) (Part discharge for Phase 5	in consultation with Suffolk County Council Floods and Water and are acceptable to part-discharge this condition

	comprising Units 7, 8, 9 and 10)	
SCC/0024/21 MS/VOC	Variation of Conditions 1 (Approved Details), 2 (Period of Permission), 16 (Provision of Newt Ponds), 23 (Aftercare Management) and 24 (Aftercare Scheme) of permission MS/1158/11	The Committee resolved to grant consent

c. Any other planning matters to note.  
None received.

#### 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. Cllr Chambers unable to provide an update but will include on the next Zoom meeting. The Chairman would like to see a proper quote for the work.
- b. The Chairman reported that the Highways representative is considering options.
- c. Three new gateway are still awaiting installation Port One has requested a licence for signs on Stowmarket Road and Gipping Road. These will be installed once the landscaping has been finalised on Bramford Road.
- d. To note any update on the notification to the Council of proposed road works by SCC Highways. Cllr Chambers informed that Bramford Road has been closed due to the emergency roadworks.
- e. To review the frequency of calls via Teams with Highways and Cllr Chambers. The Chairman informed that he would like these calls planned in advance and in the diary. Cllr Chambers will try to arrange for this to be done.
- f. To review and discuss locations for the Speed Indication Devices. The Chairman advised that he has not validated as yet, but will do so before the Zoom call with Highways.
- g. To request Cllr. Chambers to pursue with highways flooding on Gipping Road. Cllr Chambers advised that this is not an easy fix due to the proximity of the new railway line. The landowner is also at fault.
- h. Request for licence details from Biodiversity Officer for tree planting on Hackneys Corner. The Chairman reported that he is chasing this up. Ownership of Hackneys Corner is being transferred from SCC to the District Council. The Parish Council will need to get a license to plant and manage the trees and to take full ownership. Chairman also reported that the new trees around Budgens are poorly managed. They have been stripped around the bases; they need to have tree guards to protect them when the grass is being strimmed around them. Cllr Whitehead to report this to head office and get the trees inspected.
- i. Commemorative Oak Tree will be planted on the 25th November 2022. The additional tree bench will hopefully be installed in December. Chairman will get a quote to lay the base for the bench. All agreed on a hexagonal shaped base.

#### 8. Governance

- a. To consider accepting a move to a software-based method of recording finance, VAT, asset register, cemetery management and Allotments ([www.realtas.co.uk](http://www.realtas.co.uk)).
- b. The Chairman informed that along with Cllr Kemp they have attended a call with Realtas, to consider the new software programme. Both agreed that it is a really good package, easy to negotiate and use. Full training will be given, the Chairman would like all the councillors along with the Clerk to attend the training, once a cost has been approved. Agreed by all that the new financial software will be beneficial for the Parish Council.
- c. To note a slight pay change to clerks' hourly rate of 24p per hour back dated to start of the contract. NALC have reviewed pay for all clerks and will discuss in February after the probation period.
- d. To discuss a request from Headway Suffolk a S137 contribution. Agreed by all to give a donation of £250
- e. Thanks for receipt of £1390 to our Locality Budget for use at the allotments from Cllr Field. The

- Chairman advised that the installation of water butts and guttering will be carried out by Shades.
- f. To note need to add clerk to bank account details. The Chairman advised that this will be done in the New Year. However he has spoken to "Unity Trust" who is a bank that does specific bank accounts for Parish Councils. He has forward the Unity Trust email to all to consider. This will be discussed further at the Parish Council meeting in January to consider changing bank accounts.
  - g. To note receipt of a credit card from bank account. This has also been set up to make direct debit transactions.
  - h. To note order and receipt of computer screen and 3 in 1 printer for clerk.
  - i. To note water bill for allotments has been paid via direct debit.
  - j. To note payment for file transfer from Apple Mac to Windows device. This is purely for emails.
  - k. To note the current inability to pay for a licence renewal for Acronis software. Current licence has expired and this happened before receiving the new credit card. Therefore the Chairman has paid for the renewal out of his personal money and will need to be reimbursed.
  - l. To discuss moving away from cheque payments to online payment once clerk has access to bank accounts. This was agreed by all.
  - m. To agree the purchase of new mobile phones for clerk and chair. This was agreed by all. Chairman will circulate prices before purchasing.

SCC Cllr Chambers and District Councillor Field both left the meeting at 9.05pm.

#### 9. Allotments.

- a. To spend locality payment on water butts and guttering. Clerk to contact Shades Maintenance to arrange purchase and installation. Already dealt with.
- b. To be noted that one allotment holder has gone ahead and painted his shed. This should not have been done as the Parish Council was going to organise the painting of all the sheds.

#### 10. Village Maintenance

- a. To note ongoing engagement with MSDC Bio-diversity officer.
- b. To note updates for application to SCC for a bus shelter on the south side of Bramford Road by the bus stop. Now ready for the installation.
- c. To receive update on clearing the bank (old SSSI) south side of Bramford Road to return it to its former wildflower and grass habitat. Currently on hold due to wet weather.
- d. To consider options for play and health equipment in the parish. Cllr McNamee would like the Parish Council to engage with the village hall committee and to consider a new piece of play equipment which is accessible to all. The council discussed that the Parish Council could fund outright, manage and insure new play equipment. Cllrs Kemp & McNamee to put a response together for the village hall to consider. Also to ask what the plans are for the football field.
- e. A Sustainability Report had been previously drawn up by a surveyor, however none of the repairs highlighted on the report have been carried out by the village hall.
- f. The Chairman hopes that by this time next year things will have come to fruition and orders placed.

#### 11. Churchyard and Cemetery.

- a. To consider any options for the rebuild and maintenance of the shelter in the Cemetery. Nothing to report.
- b. Update on the management of the churchyard grounds outside the current contracted arrangement. Nothing to report.

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

- a. To note clerk has booked 6 introductory courses.
- b. To consider any other training requests – Training for new Councillors and refresher training for all.
- c. The chairman & clerk would like to attend the cemetery and planning training.
- d.

*Chairmans initials*.....

### 13. Finance

- a. To consider approving and making the following payments:

Bank Card	D	Xerox Printer	£372.00	LGA 1972 s111
Bank Card	D	Computer Screen	£99.99	LGA 1972 s111
Botanica	C	Supply and Plant Commemorative Oak Tree	£260.00	LGA 1972 s214(6) LGA 1972 s.215
Bank Card	D	HDMI Cable	£4.99	LGA 1972 s111
Cllr Plume	B	Software to migrate Apple data to Windows laptop	£42.00	LGA 1972 s111
Wave	D	Final demand for allotment water bill	£43.14	LGA 1972 s214(6) LGA 1972 s.215
St Mary's Church	C	St Mary's Church – Festival of Light	£100.00	LGA 1972 s.137

Payment of the above was approved.

- b. To note the Council's Financial Reports for October 2022 including any payments made out of meeting and any invoices for Business Direct Debit card payments.

Gt Blakenham FC	C	Request for funding of football equipment	£500.00	LGA 1972 s.137
Cllr Plume	C	Training Milage	£25.20	LGA 1972 s111

All of the above payments were approved.

Bank balances as at 31/10/22 – Business Premium Account £15,807.82  
Community Current Account £219,954.26

- c. Received a CIL payment for £8351.64 payment ref EBC0048747. This has been recorded on the CIL financial report.

### 14. Reports

To receive reports from Councillors assigned to the following:

- Viridor Liaison Committee - Cllr. Plume. Nothing further to report.
- Suez Liaison Group - Cllr. Plume. Recent crane failure and a turbine issue. No emission failures.
- Great Blakenham Village Hall – Cllr McNamee. Suggest carrying out a survey in the New Year and to engage with the new residents to see what they would like for the village and to produce a community vision. Cllr Kemp informed that she had previously carried out a user survey which showed that a majority wanted a gym trail. She also advised that a lot of community clubs/bookings have been lost. The Chairman suggests that the whole of the interior of the hall needs re-decorating, this would encourage groups to use the hall again. If the village hall committee worked on the sustainability report as was discussed at the kick off meeting with MSDC then the Parish Council would be able to look at what support it could offer. The Parish Council are the custodian trustees.
- The Clerk to arrange a meeting for the village hall to meet with the Parish Council, if not at a scheduled parish council meeting then at a public extraordinary meeting.

### 15. Correspondence

- Email from parishioner concerning lighting at junction A14 Claydon. Referred to Highways reporting tool.
- To discuss email from CAB regarding the "surviving winter and the impact" campaign ensuring we communicate it to as many parishioners as possible. Will be put on the Parish website, noticeboards and Facebook page ASAP.

### 16. Future meetings

- To note invitation for items to be considered in the next meeting.

- b. To note the date of the next scheduled Meeting on Thursday 12th January 2023 and any items for the agenda. Meetings to take place each month apart from June & December, 2<sup>nd</sup> Thursday of the month

Meeting closed at 9.50pm

Clerk to Great Blakenham Parish Council  
Email: [pc@greatblakenham.suffolk.gov.uk](mailto:pc@greatblakenham.suffolk.gov.uk)  
Phone: 07508830777  
Parish Council website: [www.greatblakenham.suffolk.cloud](http://www.greatblakenham.suffolk.cloud)

**Signed by the Chairman**.....

**Date** 120123.....