

ANNUAL MEETING OF GREAT BLAKENHAM PARISH COUNCIL

The Annual Meeting of the Great Blakenham Parish Council was held on Thursday 12th May 2022 at 7.40pm in the Parish Room, Stowmarket Road, Great Blakenham.

Present: Cllr. Steve Plume (Chairman), Cllr. Eoin McNamee, Cllr. Will Durrant, Michaela Butcher, District Cllr. John Field, County Cllr. Chris Chambers, five members of the public.

The Chairman opened the meeting at 7.40pm

MINUTES

1. To elect the Chairman of Great Blakenham Parish Council.

Cllr. Steve Plume was proposed by Cllr. Will Durrant and seconded by Cllr. Eoin McNamee.

2. To elect the Deputy Chairman of Great Blakenham Parish Council.

Cllr. Eoin McNamee was proposed by Cllr. Steve Plume and seconded by Cllr. Will Durrant.

3. To receive and approve any apologies for absence.

No apologies for absence were received.

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

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

Yes – see 4c.

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

None.

c. To grant any requests for dispensations as appropriate.

Cllr. Eoin McNamee has an interest in S137 funding – see 16a in Correspondence regarding the Frame Football Team.

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

No one requested to do so.

5. Public Forum

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

County Cllr. Chambers report was received via email and is summarised as follows:

95.6% of pupils in the area were successful in securing a space at their preferred primary school.

Suffolk County Council has provided funding of £350,000 to support the Suffolk Violence Against Women and Girls Strategy 2022

Suffolk Fire and Rescue are sending a team to the Ukraine to deliver firefighting equipment and two fire engines and accompanying equipment as part of the National Fire Chiefs Council and Fire Aid Initiative.

Suffolk County Council has announced that school and college travel costs for over 16s have been frozen at the 2021/2022 levels for the next 12 months.



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

District Cllr. Field gave his report:

The last year has been challenging for Mid Suffolk District Council (MSDC) but a change in working style and the decision to allow working from home going forward will save the Council an estimated £675,000 over the next five years.

The Council has six priorities - the environment, the economy, housing, wellbeing, our customers, and our communities. The Cabinet has agreed additional funding of £5.1 million towards these priorities.

MSDC has a 10 year pipeline of housing development proposals. Property developers are being encouraged to improve the environmental performance of new builds, but there is still resistance from many builders because of the costs involved to implement these changes. A 'Net Zero Carbon Toolkit' guide has been created for small developers and individuals to the actions necessary to move to net zero for housing and industrial premises.

Government funding is in place to improve walking and cycling facilities in the County with the aim to improve on sustainable travel.

Progress on the development of Freeport East continues, and Valley Ridge is still to move forward.

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

A resident of Hackneys Corner attending the meeting asked for clarity about who is responsible for the hedgerow and the trees – they have received the letter sent to all properties. After clarification the resident confirmed they were in agreement with the proposed management of the trees.

A resident who lives on Stowmarket Road referred to cracks in the pavement outside their house – they were advised to use Suffolk Highways Reporting Tool to report it to MSDC.

A resident raised 'The Neighbourhood Plan' and why it hasn't been updated for years – Cllr. Plume noted that we don't have enough people to work on it – it needs at least two councillors and two of three residents in order to be effectively managed. In the past we attempted to create a Tri-Plan by joining forces with Claydon and Barham but this didn't work out.

Cllr. Eoin McNamee proposed that he will approach the committee to join as a Custodian Trustee (not under his Parish Councillor hat). The Parish Clerk will email the clerk of the Village Hall (cc Cllr. McNamee) to advise that we have a new member that would like to be considered for a Custodian Trustee role on the Village Hall Committee.

A resident raised that it would be good if newer, younger families were engaged with more to raise awareness of what can be achieved by attending Parish Council meetings. They suggested possibly contracting a consultant to assess and suggest what could be done to raise awareness and engagement with the Parish Council – Cllr. Plume advised that our guidelines may prohibit us spending money on this type of expenditure.

A resident raised concern about a perceived lack of communication between the Parish Council and the Great Blakenham Village Hall Committee. Cllr. Durrant addressed this comment as he was formerly the Parish Council representative on the Village Hall Committee but has since left. The Parish Council would welcome a plan as to what the Village Hall would like to collaborate with us on.

A resident asked for clarification on whether or not planning permission is required for more properties to be added to Blueleighs – District Cllr. Field advised that technically the answer was no, subject to the distance between homes complying with minimum requirements, but he will review the plan again and report back next month.

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5. To approve the Draft Minutes of the Meeting of the Council held on 13th April 2022
Approved.

6. To note the Clerk's update from the previous Meeting.

Clearance work has commenced on the allotments in anticipation of the fencing work that be undertaken in July.

A visit to Barking Forge is to be arranged to discuss the proposal for the commission of a Jubilee dedicated bench on the land at Hackneys Corner.

Arrangements have been made for the regular road sweeping to commence in July, a specific date is still to be agreed upon.

7. Planning

a. To consider the following planning applications.

None received		
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b. To note any planning determinations

DC/21/06848	Land At Blackacre Hill, Bramford Road, Great Blakenham, Suffolk	ACTION REQUIRED IN ACCORDANCE WITH A SPECIFIC TIMETABLE - SURFACE WATER DRAINAGE DETAILS
DC/22/02002	Land At Column Field Quarry (Known As Masons Quarry), Bramford Road, Great Blakenham (Part In Nettlestead, Little Blakenham & Baylham), IP6 0XJ	Change to development timing following grant of reserved matters – Amendment to Condition no. 3 of Outline Planning Permission ref. 1969/10 to read:

Granted.

c. Any other planning matters to note.

DC/22/00296	Tollgate Farm, 15 Stowmarket Road, Great Blakenham, Suffolk IP6 0LJ	Proposal: Application for Listed Building Consent - Construction of 20No solar panels on the lower tiled south facing roof of outbuilding.
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Application withdrawn.

8. Growth, Highways and Infrastructure

a. To note any update on the Council's formal request to Suffolk County Council to change the Stowmarket Road zebra crossing to a traffic light-controlled crossing.

County Cllr. Chambers is waiting for costings regarding the changing of the existing lights on the crossing to a halo style. He is also waiting for costings for speed indication devices that can be hard-wired into the mains supply rather than solar / battery powered ones as this would require Council members to keep one on trickle.

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b. To note any update on the Councils formal request for new gateway signs for the parish
County Cllr. Chambers doesn't have an update at the moment, and will provide an image of Claydon's gateway sign.

It is noted that the existing gateway sign on the Bramford Road entrance to the village is now located in the middle of the verge as Port One has cleared grass verge entirely preparing this area for a path / cycle path.

The Parish Council will approach Port One to ask if we provide a new gateway sign, would they consider install it as part of the path / cycle path works.

A quote will be obtained from a firm that is qualified to supply the gateways signs, and County Cllr. Chambers will request a contribution from Suffolk County Council towards the cost.

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 will see if there is any update in respect of Highways Assurances moving sites.

d. To note any update on the notification to the Council of proposed roadworks by SCC Highways.

No notifications received.

9. Governance

a. To receive update on access to parish council funds from Barclays Bank

Cllr. Eoin McNamee's mandate has not been set up by Barclays yet – it needs to be printed off and signed by Cllr. Plume and Cllr. Durrant and then submitted to Barclays.

The Parish Clerk's mandate was signed by Cllr. Plume and Cllr. Durrant so it could be submitted to Barclays for set up.

b. To consider CIL money application to support projects

The latest CIL application round has been opened, with requests to be submitted by 31/05. Various suggestions were made – funding towards the purchase of speed indication devices / the purchase of suitable land to create a dog walking park / the construction of a new car park for the allotment and surfacing of the access road / development of the gymnasium at Claydon High School. These ideas will be reviewed and the CIL Funding form submitted.

10. Allotments.

a. To note the update on the long-term future of the allotments and discuss any updates on the works that will commence in July 2022

Clearance work of accumulated debris on site has commenced with skips being located in the car park.

b. To consider a new Plotholders Tenancy Agreement.

The new agreement had been distributed to the Chairman and Councillors prior to the meeting -the content is agreed upon and will be sent out to all allotment plotholders.

c. To note that the initial work to improve allotment access has been undertaken.

Tidying up of the public footpath has commenced

11. Village Maintenance

a. Commemoration of the Queen's platinum jubilee. The owner of Budgens has welcomed the idea of planting a tree (English Oak) on his land (Grass area to the right of the Moses Walk entrance) at Hackneys Corner along with a plaque and protective guard. Other ideas or suggestions

This has previously been agreed upon but will have to be carried out later in the year as the tree planting season is over.

b. Tree cutting Hackneys Corner

Residents have been contacted for feedback on the proposed management of the Council owned trees on Hackneys Corner and we await their responses!

c. Street lights Hackneys Corner

Need to establish if the resident that initially raised this issue has reported it.

d. Review of village maintenance tenders

Both tenders have been reviewed, the cleaning tender needs an amendment then they will be put out to tender with a notification on Facebook and the Parish Council website.

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

It is possible that the bin recovered from Gipping Road can be re-purposed at the bus stop, but if not another will be purchased

f. What is the plan for the Gateway signs on the Bramford Road entrance into the village - Port One has cleared the path and verge area so the gateway sign is now placed in the middle of this cleared area.

See update in 8b.

i. Wildlife initiative – discuss supplying swift / sparrow / house martin nest boxes / insect hotels within the village.

The Parish Council will collate information with a view to updating Facebook and the village noticeboards to gauge interest from the public.

12. Churchyard and Cemetery.

a. To consider any quotes for repairs and maintenance of the shelter in the Cemetery. Email received from the Church Warden of St Mary’s Church with regards to grounds maintenance that is needed.

No proposal has been received from a carpenter who had examined the shelter with a view to carrying out renovation work. If no response is forthcoming another carpenter will be sourced to assess and price up the required works.

Parish Clerk to advise the Church Warden that we are still looking into this, and to contact the Suffolk Association of Local Councils to establish the contact details for the appropriate department that can provide guidance on who manages church grounds, boundary walls, and cemeteries.

13. Training and Development for Councillors and Clerk

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

Clerk Training Modules 1 to 6.

b. To consider any other training requests.

Cllr. Eoin McNamee has been booked on module one of the Councillor course in September

14. Finance

a. To consider approving and making the following payments:

Shades Home Maintenance	Invoice 2165 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	£1430.00	LGA 1972 s214(6) LGA 1972, s.215
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	Bin installation Labour and materials to install 1 x rubbish bin.		
Shades Home Maintenance	Invoice 2166 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
Michaela Butcher	Clerk salary March & April 2022	£722.44	LGA 1972 s.111
Jennie Blackburn	Clerk costs February 2023 broken down as: * Salary £78.75 * Expenses £5.40 New cheque needed as amount approved in previous meeting did not account for deduction of tax. Previous cheque 102845 for £103.75 destroyed.	£84.15	LGA 1972, s.111
SALC	Clerk Training – Module 1 Invoice ref 26056	£31.20	LGA 1972 s.111
SALC	Clerk Training – Modules 2 to 6 Invoice ref 26081	£156.00	LGA 1972 s.111
Dr R Piper	Creating Wildflower Meadows x 2 spaces at £40 each	£80.00	LGA 1972 s214(6) LGA 1972, s.215
Information Commissioner	Annual data protection fee	£40.00	GA 1972 s214(6) LGA 1972, s.215

Councillors unanimously approved the making of these payments.

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

c. To note a change in the pay scale for Clerks.

Agreed.

d. To consider the purchase of a new printer to facilitate printing of Council documents.

Agreed.

e. To consider the purchase of two Adobe Acrobat licences for use on the Chairman's and the Parish Clerk's laptops.

Agreed.

15. Reports

To receive reports from Councillors assigned to the following:

a. Viridor Liaison Committee - Cllr. Plume

None.

b. Suez Liaison Group - Vacant

None.

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16. Correspondence

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

a. Request for S137 donation to local Frame Football team.

A cap of £12,000 per annum is allowed for charitable donations – the current year's donations are well within that capped allowance.

Cllr. McNamee advised that the Frame Football Team that he works with require a further £2,000 to reach their goal of £7,000 - £5,000 has already been raised.

It was agreed that Great Blakenham Parish Council would fund the balance of £2,000 to reach the full funding goal of £7,000

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

See section 12. Churchyard and Cemetery.

c. Email received advising that the CIL application bid round is now open and will close on the 31 May.

See section 9b. Governance.

17. 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 9th June 2022 and any items for the agenda.

The meeting closed 9.40pm

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.