

Minutes of the CRETINGHAM, MONEWDEN AND HOO ANNUAL PARISH COUNCIL MEETING

held on Tuesday 17th May 2022 at 7.30pm at Monewden Village Hall

Present: Cllrs Brian Martin; Alan Peat; Alister Gourlay, Richard Chenery, David Egan and Caroline Saxby (Acting Clerk). Suffolk County Councillor Elaine Bryce

Public: 2 members of the public – names known to clerk

45. To elect Chairman – Cllr Alister Gourlay was proposed by Cllr Chenery and Seconded by Cllr Egan and was elected unanimously. Cllr Gourlay signed the Declaration of Acceptance of Office

45.1 To elect Vice Chair - Cllr Alan Peat was proposed by Cllr Gourlay and Seconded by Cllr Chenery and was elected unanimously.

45.2. Apologies – accepted from Cllr Michael Oliver and District Councillor Lydia Freeman

45.3. Declarations of Interest and to accept any dispensations – None received

45.4 To consider confirming the Minutes of the Parish Council Meetings on 15th March 2022 and 16th April 2022 – these were accepted and signed by Cllr Gourlay. Cllr Gourlay thanked the Clerk and Councillors for their work.

45.5 To consider councillor applications from Tessa Solomon, Jim Gould and Andrew Branton for 2 vacant parish council seats – councillors had been sent the applications in advance of the meeting. Voting was by secret ballot with the first ballot being for the Hoo Vacancy. Andrew Branton received the most votes and was co-opted as Councillor for Hoo. A second round of secret voting this time for the Cretingham vacancy took place with Tessa Solomon receiving the most votes. Tessa was then co-opted as Councillor for Cretingham. Cllr Gourlay will let all applicants know the result of the election.

45.6 Matters for debate

45.6.1 Confirmation of PC rep on The Cretingham Townlands Trust – it was agreed that Helen Marjoram would be confirmed as the Parish Council representative on the Cretingham Townlands Trust .

45.6.2 To discuss maintenance of notice boards – it was agreed that Cllrs Chenery and Peat would have a look at our notice boards and report back at our next meeting

45.6.3 To discuss Charitylands tree planting – there is a new scheme available to landowners under the England Woodland Creation Offer (EWCO) where a grant is available for £8,500 a hectare for planting trees plus £200 a year for 10 years for maintenance as well as additional grants if there is a public benefit. Cllrs Martin and Chenery will look into this further and advise at a future Parish Council meeting

45.6.4 To discuss Monewden Airfield – it appears that the airfield is exceeding its permitted number of movements under the certificate of lawfulness and it was agreed that the clerk would write to District Councillor Freeman asking her to a meeting to discuss this and ask her to involve the District Council planners to discuss the situation. Also a letter should be sent to our MP advising him of the present position regarding the airfield

45.6.5 Councillors reports – None received

45.6.6 To receive any reports from Councillors from SCC and East Suffolk – County Councillor Elaine Bryce attended the meeting and let councillors know that her written report would be following

shortly. She also discussed highways issues as these have taken up a lot of her time in her first year. She mentioned that she has two locality budgets available – a general budget and a highways budget. It may be that we can apply for funds for our signs from the highways budget.

45.7 To approve audit and recommendations – SALC audit sent to councillors

Recommendations –

- 1) Council revisits AGAR and adjusts Box 2 to show £2,603 and Box 3 to show £887 – already done
- 2) Council should note guidance as issued under the Practitioners Guide which states that an authority needs to have regards to the need to put in place a General Reserves Policy and have reviewed the level and purpose of Earmarked Reserves – this was discussed. Reserves are currently high as the clerk is unpaid. The council was encouraged to increase reserves in the case of a possible election and has reserves to assist in payment of a clerk when necessary as the precept would not cover the salary of a clerk at present.
- 3) Council publishes on its website a website accessibility statement. Regulation 8 of the Public Sector Bodies (Website and Mobile Applications) (No 2) Accessibility Regulations 2018 – Clerk will bring this to council at a later meeting.

The council approved the audit and recommendation unanimously.

45.8 To pass resolution to opt out of external audit and approve Certificate of Exemption and Annual Governance Statement – this was unanimously approved by the council

45.9 To elect Portfolio holders – current portfolio holders as below

Highways – No current holder

Environment - Cllr Oliver

Planning - Cllr Martin

Finance - Cllr Peat

Services and Amenities – No current holder

Police/NHW - Cllr Chenery

It was agreed that the election of portfolio holders would be delayed until the next meeting when the two new councillors would be in attendance.

45.10 Planning applications and Notifications

To consider any planning applications received by the date of the meeting where reasonable and practical to do so

None received

Decisions made since last meeting –

DC/21/5502/FUL - Land Off Ipswich Road Cretingham Suffolk New field access **Application permitted**

DC/21/5421/FUL - Park Cottage Park Lane Monewden Suffolk IP13 7AL Erection of a one and a half storey three bay garage and carport with a logstore to the rear and games room above **Application permitted**

DC/22/0220/FUL - Demolition of an existing dwelling, barn and piggery. Replacement dwelling to be erected with associated landscaping works. Site address: The Bungalow, Framsdan Road, Cretingham, Woodbridge, Suffolk, IP13 7BH **Application permitted**

DC/22/0236/FUL Proposal: Change of use of land to domestic garden for use in conjunction with existing dwelling 2 Hoo Green Cottages Site address: 2 Hoo Green Cottages , Hoo Green, Hoo, Woodbridge, Suffolk, IP13 7QT **Application permitted**

DC/22/0606/FUL Proposal: Change of use of land to residential garden and alterations to external envelope of existing barn to enable use as a summer house Site address: Meadows , The Street, Monewden, Woodbridge, Suffolk, IP13 7BZ **Application permitted**

Planning Applications since March meeting -

DC/22/1203/FUL Change of use of land for siting of 15 holiday-lodges (within the technical definition of a caravan) and 20 touring caravan pitches. Site address: Land At Kingfishers Cretingham Country Park , Swan Lane, Cretingham, Suffolk, IP13 7BA, Objection filed **Application pending**

DC/22/1190/LBC Listed Building Consent - Removal of compromised non permeable cement render on expanded metal lath and replace with sawn oak lath and lime render (Thermalime and Fine lime) from Anglia Lime. Hoo Farm Chimers Lane Hoo Woodbridge Suffolk IP13 7QF No Objections **Application pending**

Road signs – Cllrs Peat and Chenery have been on a training course to allow them to replace fingerpost signs. Cllr Peat and Chenery will do another survey of our signs to see which ones need new posts. Cllr Peat will also obtain costs to compare replacement of signs with fingerposts in the current style and as an alternative the cost for heritage signs.

45.11 Correspondence since March meeting - circulated to Councillors by email

New consultation on fireworks
Monthly parish newsletter – Maurice Cook

45.12 Financial matters and payments due:

Current Account Balance as of 5 May 2022 - £16,839.31 (including £1,889.65 for Charitylands)
Balance net of Cheques 100048 and 100049.

Cllr Peat confirmed that he had reviewed the Cretingham, Monewden and Hoo bank statement dated 5th May 2022, bank reconciliation account for 2021/2022 and parish council budget vs actual spreadsheet 2022/2023. He confirmed that as of the 6th May 2022 the accounts represent an accurate position of the parish council accounts.

To following payments were approved -

100047 ICO renewal fee - £40.00

100048 – SALC Membership - £192.70

100049- Suffolk County Council (for SID posts) £380.00 (from CIL earmarked reserves)

100050 -Monewden Village Hall – Rent for meetings - £80.00

100051 –SALC Audit Fee - £130.80 (estimated as of time of agenda)

Receipts – 29 April 2022 Precept from East Suffolk £2,733.00

Budget and actual expenditure comparison - these were emailed to councillors for their review and are attached to the minutes together with a bank reconciliation!

44.13 Items to go forward to next Agenda – Notice Boards, Monewden Airfield, Charitylands Tree planting, Road signs

The meeting closed at 8.45. The next meeting is at 7.30 on 20 September 2022

Signed

Dated