

Minutes of

CRETINGHAM, MONEWDEN AND HOO PARISH COUNCIL MEETING

held on Tuesday 14th September 2021 at 7.30pm
at Monewden Village Hall

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

Public: none present

41. Apologies – apologies were accepted from Councillors David Egan and Maria Whelan.

41.1 Declarations of Interest and to accept any dispensations – none declared

41.2 To consider confirming the Minutes of the Parish Council Meeting on 25th May 2021 – these were accepted and signed by Councillor Gourlay

41.3 Public forum - to receive and note comments from members of the public present, through the Chairman only – none present

41.4 Matters for debate

41.4.1 Update on SID – Cllr Gourlay advised that the SID appeared to make about 50% of drivers slow down. The SID records date, time and speed but not vehicle information.

41.4.2 Replacement road signs – Cllr Peat has not managed to contact Earl Soham regarding their signs. The original quote for replacement of signs by Suffolk County Council was about £2,000. He has approached Nordis who have quoted £41.00 a post and £35.00 per finger post. Cllrs Peat and Chenery will go on a training course to handle traffic management. The course is free of charge. There may be another course to allow volunteers to dig into the verge for the posts. Cllr Peat will obtain alternative quotations for Heritage signs. Luke Merton at Suffolk Highways has been helpful. Cllr Gourlay expressed thanks to Alan for his work on this. It was unanimously agreed that Cllr Peat would arrange for a training course for himself and Councillor Chenery and also obtain a quotation for Heritage signs. It was acknowledged that CIL income had to be spent within 5 years.

41.4.3 Insurance renewal – This is on a 3 year long term agreement. It was agreed to renew the policy.

41.5 To hear reports from:

41.5.1 SCC – Cllr Elaine Bryce had sent a report prior to the meeting as per the attached. She went through the main aspects of her report.

41.5.2 East Suffolk District Council – Cllr Lydia Freeman was not present

41.5.3 Charitylands – Clerk advised that invoices had been sent out to the 2 tenants of the land. Clerk is still working on setting up a separate bank account for Charitylands

41.5.4 Councillors Reports – Finance - Cllr Peat has completed the financial review of the Parish Council and confirmed that the bank reconciliation was correct. Police/NHW - Cllr Chenery advised that the Monewden Neighbourhood Watch Whatsapp group was going strong. Cretingham Councillors mentioned that the PSCO and Mobile Police Station had turned up to their fete and it was a useful and fun day. They also have a Whatsapp group with about 65 households involved.

41.6 Planning applications and Notifications

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

41.6.1 DC/21/4104/FUL - Erection of a new 3-bay cartlodge and a detached workshop with alterations to existing driveways. Site address: Poplar Farm , Cretingham Road, Monewden, IP13 7DE,

It was agreed that there was no objection to this proposal.

Decisions made since May meeting –

DC/21/1164/FUL – Construction of a Garage at East View Lodge, The Street, Cretingham, IP13 7BG. ***Application permitted***

DC/21/1419/FUL - Create new porch to the front of the property an kitchen extension to the rear of the property to include a boot room, cloakroom and larger kitchen/diner area Ten Pots Swan Lane Cretingham Suffolk IP13 7AZ ***Application permitted***

DC/21/1761/TCA – Tree work at Church Cottage The Street Cretingham Suffolk IP13 7BG – Council supported application. ***No objections***

DC/21/1751/FUL - Retention of change of use of former managers dwelling to fitness studio and treatment rooms and change of use of land for siting of new managers residential unit (within technical definition of a caravan)Kingfishers At Cretingham Country Park Swan Lane Cretingham IP13 ***Pending consideration***

Cllr Gourlay mentioned that Planning Officers had been contacted regarding noise disturbing 2 houses nearby. The Planning Officers determined that the noise was within acceptable levels but are now looking at the lighting in the car park which has been previously banned.

DC/21/3226/FUL - Retrospective Application - Demolition of existing wood store. Garage extension and alterations to create new wood store and workshop. Re-roofing of existing garage to match house. Hillside The Street Cretingham IP13 7BJ ***Application permitted***

DC/21/3169/FUL - Single storey side extension Northgates The Street Monewden Suffolk IP13 7BZ ***Application permitted***

DC/21/3287/PN3 - Prior Approval- Conversion of agricultural barn to residential Barn Adjacent To The Meadows The Street Monewden Suffolk ***Application withdrawn***

DC/21/3492/FUL Single storey part side/part rear extension 3 Oak Corner Cretingham Woodbridge Suffolk IP13 7BQ ***Pending consideration***

41.6.2 Monewden Airfield – It was unanimously agreed that a letter would be sent to East Suffolk Council regarding several planning contraventions at the airfield including number of planes using the site, the number of movements, type of aircraft using the airfield, and helicopters using curtilage for over 28 days in a year. The letter would be from the Chairman and include evidence of the contraventions.

41.6.3 Bridge at Swan Lane – The footpath is still chained off. As a bridle path it is a fairly substantial piece of repair. Cllr Chenery will see if there is support from ramblers and horse riders to have the bridge bridle path repaired.

41.7 Correspondence since May 25th Meeting emailed to Councillors

Councillors Weekly Bulletins
Health and Wellbeing Event
E Suffolk Boost Grant Scheme
Suffolk Community Restart Fund
Letter from Steve Gallant E Suffolk Council
Sizewell C Consultation
Home Office Crime Stats
Planning and Building Control Newsletter
SCC Monthly Reports

41.8 Financial matters and payments due:

100044 CAS Business Services – Insurance £229.82 – It was agreed to make this payment.

Current Account has £14,154.61 as of 9 July including £1,737.35 belonging to Charitylands. No outstanding cheques. VAT refund of £711.92 claimed on 8/9/21.

Budget and actual expenditure comparison – these were emailed to councillors for their review and are attached to the minutes together with a bank reconciliation. Cllr Peat confirmed the bank reconciliation was in order.

41.9 Dates for meetings in 2022 – January 18th, March 15th, May 17th, Sept 20th 2022

41.10 Items to go forward to next Agenda – Road signs and Monewden Airfield

The meeting closed at 8.35. The next meeting is at 7.30 on 18 January 2022

Signed

Dated

CRETINGHAM, MONEWDEN & HOO PARISH COUNCIL												
BUDGET VS ACTUAL												
2021-22												
	2021-22	to date	2020-21	actual	2019-20	actual	2018-19	actual	2017/18	actual	2016-17	actual
						21/01/2020						
Administration	60		60	60	1800	60	1800	746.32	1260	1336.88	1200	1468.42
General Expenses	783	427.95	783	621	680	767.43	680	955	790	490	805	133.7
CIL Expenditure	3400	3452.61	3400									
s137 Local Government Act 1972			50		50	0	50	0	50	0	50	0
Grants & Contributions	50	130	50	50	50	0	50	50	50	196	50	541.1
Contingency/Reserves											0	
Total budget expenditure	4293	4010.56	4343	731	2580	827.43	2580	1751.32	2150	2022.88	2105	2143
Total -Precept request - grant - with 0% increase	2607.41	2625.87	2607.41		2483.25		2365		2150		2000	
TOTAL - PRECEPT -	2607.41		2607		2483.25		2365		2150		2021.2	
					2019/20		2018/19		2017/18		2016-17	
Administration												
Clerk's Salary	0		0		1530	0	1530	637.5	1000	1224	960	1082.65
Office Excs/Allowances	0		0		100	0	100	58.82	70	100	100	50
Postage	0		0		0	0	0	20	0	20	0	0
Stationery	0		0		20	0	20	20	20	0	20	0
Travelling Expenses	0		0		50	0	50	50	12.88	100	72.75	
Website	60		60	60	100	60	100	50	60	100	0	0
TOTAL :			60	60	1800	60	1800	746.32	£1,220	£1,437	£1,200	£1,205
General Expenses												
Insurance	218	8.94	218	209	218	218	200	218	168	168	200	165
Subscriptions	230	232.01	230	226	100	220.94	100	130	300	100	250	198.77
Audit Fee	105	107	105	186	150	98	150	60	112	150	42	
Cost of Meetings	80	80	80	0	80	80	80	80	80	80	80	80
Election Costs	25		25	0	25	87	25	25	0	25	0	0
Training	125		125	0	125	46	125	502	125	30	100	20
PAYE	0		0	0	50	0	0	25				
Publication	0		0	0	0	17.49						
TOTAL :	783	427.95	783	621	748	767.43	680	955	£758	£490	£805	£506
CIL Expenditure												
SID		3400	3400									
Other		52.61										
Note - CIL income was £7,277.58 and we have spent £3,452.61												
Current Account Balance as of 9/7/21 - £14154.61 incl Charitylands £1,737.35												
Outstanding cheques total £0												
Signed:										Chairman	date	
										RFO	date	
Info - The minimum recommended weekly hours for a clerk is 4. A paid clerk would cost approx £2,200 plus expenses making total expenditure for council of £3,200												
Looking to increase the precept to allow for this in future years												

RECEIPTS		PAYMENTS	
Balance brought forward	£16,251.22	Payments	
Precept received 30 April	£2,625.87	Administration	
Rent for Charitylands		Audit	£107.00
Vat Refund		Bank charges	£0.00
		Clerk's salary	£0.00
		IT support	£0.00
		PAYE	0.00
		Travel	£0.00
		Training	£0.00
		Stationery/postage	£0.00
		Hall rental	£80.00
		S137	£0.00
		Subscriptions	£232.01
		Insurance	£8.94
		Misc	£3,452.61
		Elections	£0.00
		Grants	£130.00
		VAT paid	£711.92
Total Receipts	£2,625.87	Total Payments	£4,722.48
BALANCE	£14,154.61		

Signed:
Chairman
Date

Signed:
RFO
Date