

MINUTES OF THE CRETINGHAM, MONEWDEN AND HOO PARISH COUNCIL MEETING

held on Tuesday January 12 2021 at 7.30pm via Zoom

Present: Cllrs Alister Gourlay (Chair); Brian Martin; David Defoe; Maria Whelan; Richard Chenery; Michael Oliver; David Egan; Caroline Saxby (Acting Clerk); SCC Councillor Nick Gowrley; District Councillor Maurice Cook

Public: none present

38. Apologies – to accept apologies for absence – Cllr Alan Peat

38.1 Declarations of Interest and to accept any dispensations – None declared

38.2 To consider confirming the Minutes of the Parish Council Meeting on 22 September 2020 - these were agreed and will be signed by the Chair

38.3 Public forum - to receive and note comments from members of the public present, through the Chairman only – no public were present

38.4 Matters for debate

38.4.1 Review of Risk Assessment and Financial Risk Assessment – copies of these were sent to Councillors prior to the meeting. It was unanimously agreed that they should be adopted by the Council.

38.4.2 Review of Internal Control and Internal Audit – copies of these were sent to the Councillors prior to the meeting. It was agreed that they would be adopted. Clerk stated that she would have Cllr Chenery complete the Internal Audit prior to the March meeting.

38.4.3 Review of Standing orders, Financial Regulations and Asset Register – copies of these were sent to the Councillors prior to the meeting. It was agreed that the standing orders and financial regulations would be adopted.

38.4.4 Budget/Precept setting for 2021/22 – it was agreed unanimously that due to the Coronavirus pandemic the council would not seek an increase in the precept for 2021/22. The Council would ask for £2,602.87 which is a reduction of £4.54 from last year and is the amount advised by East Suffolk Council precept. A copy of the proposed budget and actual expenditure for 2020/21 were emailed to councillors prior to the meeting and were agreed at the meeting

38.4.5 Appointment of SALC as Internal Auditor for 2020/21 – the reappointment of SALC as auditor was unanimously approved

38.4.6 Allocating Funds from CIF – these have to be spent within 5 years of receipt

38.4.7 Donations for this financial year – agreed that the council would donate £50 to the Suffolk Community Foundation. Also agreed to pay £80 to Monewden Village Hall as a donation as meetings were not able to be held in 2020/21.

38.4.8 Replacement Signs – a list has been submitted to the county council and we are waiting for a quotation. Councillor Gowrley asked that any follow up emails be copied to him and he will follow up with the relevant department

38.4.9 Update on SID for Cretingham – the council is waiting for the county council to provide a timetable for putting in the posts for the signs. The company providing the SID has agreed to honour its previous quotation of September 2019.

38.4.10 20mph for Cretingham – it was agreed that the council would wait to see the results of the SID before looking into this further

38.4.11 Otley Quiet Lane – the request by Otley Parish Council for funding for a sign at the beginning of the Quiet Lane was not supported by the council due to other priorities for spending

38.4.12 Footpaths – Cllr Gourlay has accessed maps of footpaths in all three parishes and will put these on the website

38.4.13 Effects of Lockdown – Cllr Whelan has noticed more traffic in Hoo. Cretingham Whatsapp Group is being used to make sure that villagers have the help they need.

38.5 To receive reports from:

East Suffolk District Council - Cllr Cook has provided monthly updates that have been emailed to councillors. He thanked the council for keeping the precept to 2020/21 levels for the next financial year. The Council has received good support from the government and has business grants available for those business affected by Covid. Our Council will receive a £23 Council Tax Support grant payment in 2021/22. There is also a survey being carried out to see if the council should raise funds by commercial means as well as through business rates and council tax.

Suffolk County Council – Cllr Gowrley gave his report. The Council's budget is under severe pressure and £20 million has been taken out of reserves. There will be a 1.9% increase in council tax for 2021/22. The Council is trying to identify businesses in need of assistance – many are not applying for grants that are available. Discretionary grants are used to fill the gap when businesses are not eligible for other grants. They have stopped 12 fraudulent applications for grants to help businesses.

Councillors Reports – none given

38.6 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

38.6.1 Decisions made since September meeting –

DC/20/2626/FUL& DC/20/2627/LBC Poplar Farm Cretingham Road Monewden IP13 7DE

Conversion of an existing curtilage listed Barn to form a single dwelling with associated works as well as associated external works. Works to retain the timber structure of the barn and leave it exposed on the inside of the barn, include proposals to lift the structure to achieve adequate head height at first floor level, and construct new external wall to the outside (as shown on Plan detail on drawing SK004) **Application Permitted**

DC/20/2921/LBC 286 Kittles Corner, Cretingham, IP13 7BN

Listed Building Consent – Internal Works including opening up of original fireplace and reinstatement of brick floor **Application Permitted**

DC/20/3079/FUL Hall Farm Church Lane Hoo Suffolk IP13 7QT

Change of use from single residential unit to two residential units, erection of link extension, internal alterations and insertion of staircase. **Application Permitted**

DC/20/3309/FUL - Manor Farm Barn Swan Lane Cretingham Suffolk IP13 7BB

Increase size of openings to rear of property and install 2no sliding doors **Application Permitted**

DC/20/3563/FUL - Single storey rear extension to existing dwelling, Maple House Rookery Road Monewden Suffolk IP13 7DD – **Application Permitted**

38.6.2 Land North of Poplar Farm – the enforcement officer advised that the building was in the correct position but that the access had not been completed which was a breach of conditions. The

owner was given a period of time to complete the access. He revisited the site on 11th December and the access was still not in place. The officer has followed up again.

38.6.3 Monewden Airfield – the enforcement officer advised that the owner of the airfield has been reminded of the restrictions of aircraft under the certificate of lawful use of development and it has been requested that any use of microlights cease and no other use of aircrafts restricted under the certificate occurs.

38.7 Correspondence since last meeting circulated to Councillors by email
Sizewell C Cabinet Decision Meeting
Sept 2020 Parish newsletter
Application for TPO Cretingham response from East Suffolk Tree and Landscape Dept
Coronawatch Bulletin
Affordable Housing Supplemental Planning Policy
Planning White Papers NALC Report
Council Tax and Base Precept from East Suffolk
Update from Police and Crime Commissioner
3 New Planning Consultations
Updated Briefing on Sizewell C
Maurice Cook Monthly Reports
Volunteer request for Covid Vaccinations
Planning and Building Control newsletter
Consultation on historic environment
Otley Quiet Lanes email

38.8 Financial matters and payments due:

Balance in account on 10 December - £16,231.42 including £1,737.35 for charitylands. A new account will be created for Charitylands once it is possible.

Precept £1,303.50 received 30 September 2020

Cheques for approval:

100034 Alister Gourlay reimbursement for Website CAS fee £60.00. It was agreed to make this payment

Review of budget to actual expenditure – reviewed from emailed copy and agreed

38.9 Items to go forward to next Agenda – none provided

The meeting ended at 8.30. The next meeting is at 7.30 on March 9th 2021 by zoom

Signed

Dated