

CRETINGHAM, MONEWDEN AND HOO PARISH COUNCIL MEETING

held on Tuesday January 10 2023 at 7.30pm at Monewden Village Hall

Present: Cllrs: Alister Gourlay (Chair); Brian Martin; Alan Peat; Richard Chenery; Caroline Saxby (Acting Clerk) Andrew Branton; David Eagan; Tessa Solomon

47. Apologies – Cllrs Michael Oliver; District Councillor Lydia Freeman; SCC Councillor Elaine Bryce

47.1 Declarations of Interest and to accept any dispensations – none received

47.2 To consider confirming the Minutes of the Parish Council Meeting on 18 October 2022 – these were accepted and signed by Cllr Gourlay.

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

47.4 Matters for debate

47.4.1 Review of Risk Assessment and Financial Risk Assessment - these were emailed to councillors prior to the meeting. On the Risk Assessment Review it was agreed to change the level from High on three items – VAT Payments (moved to low) Legal Advice (to medium) and Councillor Propriety (to medium). It was then unanimously agreed that both assessments should be adopted by the Council.

47.4.2 Review of Internal Control and Internal Audit - these were emailed to councillors prior to the meeting and were agreed at the meeting. Clerk to send internal audit papers to Cllr Chenery for review prior to next council meeting in March.

47.4.3 Review of Standing orders, Financial Regulations and Asset Register - these were emailed to councillors prior to the meeting. It was agreed that the standing orders and financial regulations would be adopted.

47.4.4 Review of Model Councillors Code of Conduct – this was emailed to councillors prior to the meeting and was a new Code of Conduct. It was agreed that this would be adopted.

47.4.5 Budget/Precept setting for 2023/24 - it was agreed that the precept would be increased by 5% for 2023/24 to £2,869.00. A copy of the proposed budget and actual expenditure for 2022/23 were emailed to councillors prior to the meeting and were agreed at the meeting.

47.4.6 Appointment of SALC as Internal Auditor for 2022/23 – the reappointment of SALC as auditor was unanimously approved

47.4.7 New signatory to bank account – it was agreed that Cllr Branton would be added as a signatory to replace Cllr Defoe who resigned as a Councillor.

47.4.8 Donations for this financial year - It was agreed that Cllr Solomon would talk to Fram Food Bank and see if they were a charity that we could contribute to. She will report back at the March meeting.

47.4.9 Replacement Road signs – Cllr Peat reported on the current situation. Suffolk County Council will not allow us to put in the posts – this has to be done by an approved contractor. He has asked the County Councillor and District Councillor for financial support for these from their locality budgets. No responses were received from the article in the Parish Magazine regarding heritage signs. Cllr Peat will report back at the next meeting.

47.4.10 Noticeboards – the Hoo sign will be repaired in the Spring.

47.4.11 Charitylands Tree planting – Cllr Martin has looked into this and it appears that Charitylands

would be able to apply to the England Woodland Creation Scheme. A grant would be available for planting and 10 years of maintenance and for up to £2,200 to provide recreational access. He will contact the Woodland Creation Officer and report at the next meeting.

47.4.12 Current Portfolio holders were confirmed as – highways – Cllr Branton; environment – Cllr Oliver; planning – Cllr Martin; finance – Cllr Peat, police – Cllr Chenery. Cllr Egan will take on services and amenities.

47.4.13 Councillor training – Cllr Branton has been signed up for a new councillor course. It was agreed to provide Cllr Solomon with the same course. The cost per course is £187.00.

47.5 To receive reports from: East Suffolk District Council – provided by email
Suffolk County Council – provided by email
Councillors Reports – Cllr Chenery will look into getting a report on crime in our area to present at the next meeting.

47.6 Planning applications and Notifications

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

Planning reference: DC/22/4703/LBC - emailed to councillors prior to the meeting

Proposal: Listed Building Consent - Amendments to the approved scheme including rear extension linking to existing outbuilding and minor alterations to the main dwelling

Site address: Elm Tree Farm, Charsfield Road, Hoo, Woodbridge, Suffolk, IP13 7QS

The proposal was discussed and there were no objections.

47.6.1 Decisions made since October meeting –

DC/22/3821/P3Q - Prior Notification (Agriculture) - Conversion of an Agricultural Building to Residential. Site address: Modern Agricultural Barn, Abbey Farm, Hoo Road, Hoo, Suffolk, Several councillors voiced concerns about lack of detail surrounding carparking and landscaping and in particular about the small curtilage of the sight. ***Prior notification not required***

DC/22/4030/TCA- Tree work at St Peters Church Cretingham ***No objections***

DC/22/4317/FUL Two storey side extension & store Airfield Farm Cottage Clopton Road Monewden Woodbridge Suffolk IP13 7DF – ***Application pending***

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 withdrawn***

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 permitted***

DC/22/3300/P3Q Prior Notification - Conversion of existing barn to habitable space. Land West Of Home Farm Chimers Lane Hoo Suffolk IP13 7QF No objections. ***Application permitted***

47.6.2 Monewden Airfield – it was agreed that the clerk would call SALC for advice and report at the next meeting.

47.7 Correspondence since last meeting circulated to Councillors by email

East Suffolk Awards

Police contact details

Cycling and Walking strategy

AONB newsletter

Rural bulletin

Housing in Clusters and small scale residential development in countryside

Councillors monthly bulletin

Sealink and Interconnector projects

Community Partnership – Framlingham and Wickham Market

Control of Dogs renewal of public space protection orders

47.8 Financial matters and payments due:

Balance in account on 5 Jan 2023 - £16,279.69 including £1,889.65 for charitylands

Cheques approved and signed

100055 - SALC for Cllr Branton training £187.20

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

Cllr Peat has reviewed the accounts and confirmed that they are an accurate picture of the accounts up until the latest bank statement.

47.9 Dates for meetings in 2023 - January 10th, March 7th, May 9th, Sept 12th

47.9 Items to go forward to next Agenda –

CIL report,

New policies on Anti Harassment & Bullying, Complaints, Data, and Equality and Diversity,

Fingerpost Signs,

Charitylands Tree planting,

Monewden Airfield

The meeting ended at 8.35. The next meeting is at 7.30 on March 7th 2022 in Monewden Village Hall

Signed

Dated