

Minutes of CRETINGHAM, MONEWDEN AND HOO PARISH COUNCIL MEETING

held on Tuesday January 18 2022 at 7.30pm at Monewden Village Hall

Present: Cllrs Alister Gourlay (Chair); Brian Martin; David Defoe; Richard Chenery; Michael Oliver; Caroline Saxby (Acting Clerk); SCC Councillor Elaine Bryce

Public: none present

42. Apologies – to accept apologies for absence – Cllr Alan Peat, District Councillor Lydia Freeman

42.1 Declarations of Interest and to accept any dispensations – None

42.2 Resignation of Cllr Maria Whelan – Cllr Gourlay read Cllr Whelan’s resignation email and accepted her resignation and thanked her for her time and support. A Notice of Vacancy will be displayed for 14 days. If there is no request for an election the council can co-opt a new councillor.

42.3 To consider confirming the Minutes of the Parish Council Meeting on 14 September 2021 – these were agreed and signed by Cllr Gourlay.

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

42.5 Matters for debate

42.5.1 Review of Risk Assessment and Financial Risk Assessment – these were emailed to councillors prior to the meeting. It was unanimously agreed that they should be adopted by the Council.

42.5.2 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.

42.5.3 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.

42.5.4 Budget/Precept setting for 2022/23 – it was agreed that the precept would be increased by 5% for 2022/23. A copy of the proposed budget and actual expenditure for 2021/22 were emailed to councillors prior to the meeting and were agreed at the meeting

42.5.5 Appointment of SALC as Internal Auditor for 2021/22 – the reappointment of SALC as auditor was unanimously approved

42.5.6 Allocating Funds from CIL (5 years) & Approval of CIL form – CIL funds totalling £7,277.58 have been received by the Council. Of these £3,452 has been spent with the remainder to be spent by 2024. The form was approved and signed.

42.5.7 Donations for this financial year – It was agreed that £50 would be donated to CAB.

42.5.8 Replacement Road signs – Cllr Peat is looking into this. We will discuss this at our next meeting. Cllr Chenery will speak to Cllr Peat about arranging the training required.

42.6 To receive reports from:

East Suffolk District Council – provided by email

Suffolk County Council – Cllr Bryce provided her report by email and advised that she was pleased with the recent budget spending priorities which concentrated on more money to support children with special educational needs and disabilities, extra resources for adults in need of care and additional funds to help flooding and fix footpaths. Cllr Gourlay mentioned the bridleway on Swan Lane which has been out of action for several years. He asked Cllr Bryce if the bridleway could be downgraded to a footpath so that it could be repaired as the crossing is impassable for several weeks each year. Cllr Bryce will look into this. Cllr Bryce also mentioned Otley Bottom roadworks which have been there for a year. The funding is available but the Council are awaiting the Environment Department Permit which is taking a long time.

Councillors Reports – none received

42.7 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

42.7.1 Decisions made since September meeting –

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
Application withdrawn

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

DC/21/4104/FUL Poplar Farm Cretingham Road Monewden IP13 7DE Erection of a new 3-bay cartlodge. ***Application permitted***

DC/21/4542/FUL - Harvest House Rookery Road Monewden Woodbridge Suffolk IP13 7DD Single storey front extension. Alterations to existing roof form. ***Application pending***

DC/21/4571/FUL - Airfield Farm Cottage Clopton Road Monewden Woodbridge Suffolk IP13 7DF Extensions to existing air hanger ***Application permitted***

DC/21/4612/FUL - Kingfishers Swan Lane Cretingham Suffolk IP13 7BA Extension to clubhouse to form new toilet block ***Application pending***

DC/21/5157/LBC - Poplar Farm Cretingham Road Monewden IP13 7DE Listed Building Consent - The re-building of an existing curtilage listed barn to form a single dwelling with associated building and external works. Works comprise the careful reconstruction of the existing timber structure of the barn to leave it exposed on the inside of the new dwelling. The proposals include the lifting of the structure to achieve adequate head height at first floor level and the construction of new external walls to the outside (as shown on plan detail on drawing SK004). The barn has previously received approval ref: DC/17/1830/FUL and planning and listed building approvals ref: DC/20/2626/FUL & DC/20/2627/LBC for the conversion of the barn using exactly the same details ***Application permitted***

DC/21/5182/FUL - 2 Hoo Green Cottages Hoo Green Hoo Woodbridge Suffolk IP13 7QT Single storey rear extension, open sided front porch, two bay cart lodge. ***Application pending***

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

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 pending**

DC/21/4309/FUL - Elm Tree Farm Charsfield Road Hoo IP13 7QS Rear extension to the listed dwelling linking to existing outbuilding. Change of use of land to enlarge the residential curtilage to include the erection of a detached garage/cartlodge. Renovations to an existing barn on land to the north-west of the dwelling **Application pending**

42.7.2 Security gate at The Spong – Residents have commented that the metal gate at The Spong is industrial looking. Clerk will investigate any planning rules for Field Gates.

42.7.3 Monewden Airfield – Council have determined that the Airfield is in contravention of planning rules and has given them 60 days to rectify the situation and provide details of flight movements. It was agreed that the Clerk would follow up with the council in the middle of February and report at the next meeting.

42.8 Correspondence since last meeting circulated to Councillors by email

Suffolk Trading Standards emails
Queens Platinum Jubilee Beacons
Dr Poulter – meet your MP
Elaine Bryce SCC Councillor monthly reports
SALC emails
Local Council Tax Reduction Scheme consultation
Consultation on draft cycling and walking strategy
Techniques for well being
PCC Consultation on Police and Crime Plan
Consultation on CIL charging Schedule
Planning and Control Nov Newsletter
Trebilee letter re trees
News from E Suffolk Councillor
Maurice Cook Councillors Monthly Bulletin
Suffolk Highways work
Funding for farmers
Bird Flu
Coronawatch Bulletins
Free bus or taxi for vaccinations

42.9 Financial matters and payments due:

Balance in account on 8 October - £14,789.01 including £1,889.65 for Charitylands

VAT refund received of £711.92 on 13 September. £105 received from Lord Rose for Charitylands on 20/9 and £47.30 received from R Lindemann on 27/9

Cheques for approval:

100045 Alister Gourlay reimbursement for Website CAS fee £60.00 – This was approved and signed

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.

42.10 Items to go forward to next Agenda – Floral Highways – the Cretingham to Otley Road

The meeting ended at 8.15. The next meeting is at 7.30 on March 15th 2022 in Monewden Village Hall

Signed

Dated