

## **Minutes of**

### **CRETINGHAM, MONEWDEN AND HOO ANNUAL PARISH COUNCIL MEETING**

Cretingham, Monewden and Hoo Parish Council held on  
Thursday May 24th 2018 following the APM at 7pm in Monewden Village Hall

**Present:** Cllrs Brian Martin; Richard Chenery; David Defoe; Alan Peat; Maria Whelan

Cllr R Vickery SCC

**Public:** There were six members of public (list held by the Clerk)

**22. To elect Chairman** – and Signing of Declaration of Acceptance Cllr Martin was nominated by Cllr Chenery seconded by Cllr Peat Declaration of Acceptance was signed

**22.1 To elect Vice Chair** - and Signing of Declaration of Acceptance Cllr Martin nominated Cllr Gourlay seconded by Cllr Whelan

**22.2** Declaration of Acceptance will be forwarded to Cllr Gourlay

**22.3. Apologies – to accept apologies for absence:** Caroline Saxby, Alister Gourlay

**22.4. Declarations of Interest and to accept any dispensations - none**

**22.5 To consider confirming the Minutes of the Parish Council Meeting on 8th March 2018** The Minutes were confirmed and signed

**22.6 Public forum** - to receive and note comments from members of the public present, through the Chairman only

**22.7 Matters for debate**

**22.8** Signing of Audit document - a) Accounting statements  
b) Annual Governance statement

Documents were viewed and signed and will be displayed on the website

**22.9** Internal Audit document

This has been circulated and will be displayed on the website

**22.10** To pass resolution to opt out of external audit  
Council voted unanimously to opt out of external audit  
ACTION - Clerk will take the necessary action to facilitate this

**22.11** To elect/re elect Portfolio holders

Highways - Cllr Defoe

Environment - Cllr Peat

Planning - Cllr Saxby

Finance - Cllr Gourlay

Services and Amenities - Cllr Whelan

1

Police/NHW - Cllr Chenery

**22.12** To adopt General Data Protection Regulations :

Computer and telephone misuse Policy - Policy was

adopted Information use Policy - Policy was adopted

Information Protection Policy - Policy was adopted

Removeable Media Policy - Policy was adopted

All Policies will be reviewed annually

Oak Tree planting scheme - Cllr Vickery explained at the APM that he could fund 50% per tree Cllr Chenery is able to source some trees

**ACTION** - Councillors will ascertain how many trees are needed for each parish

**To hear reports from:** SCC - appended to this document

SCDC - no report available

**22.13 Planning applications and Notifications**

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

A forthcoming proposal for Hill Farm was presented at the Annual Parish Meeting

DC/18/0503/FUL N Poplar Farm - change of use to equestrian has come in again - it says copy and plan enclosed (but it was only a letter!) appears to be updated transport info. *No objections*

DC/18/1334/FUL Hillside, The Street, Cretingham

Proposed demolition of existing dwelling and outbuilding and erection of replacement dwelling

*The plans for this new building were published in 2015, and demolition and building started over a year ago. What has now emerged is a two-story house massively larger than the bungalow that has been demolished, and the grey cladding seems out of keeping with a Suffolk village house. We are bemused as to why planning permission is only now being sought.*

*There seems some doubt as to whether the field drain and the willow trees at the front of the property are the responsibility of the owner or the council, and whether the intention is to fell or prune the willow trees. What is not in doubt is that the water issuing from the field drain is flooding the road, in spite of some being absorbed by the willow trees, causing damage to the road and danger to road users when the water becomes frozen. It is essential the water is diverted underground by the owner or the council.*

*Since it has largely used the existing footings, does it count as a new building? this is a matter of some importance as VAT can be reclaimed on new buildings but not on extensions.*

DC/18/1682/LBC Riverside House, Cretingham - New single storey kitchen side extension  
*Cretingham, Monewden and Hoo Parish Council have no objections in principle to this application but feel that the corrugated roof is out of keeping and would prefer a more sympathetic material*

DC/18/1568/FUL

The Old School House, Hoo Green, Hoo - proposed single storey extension for elderly parents requiring home care - *there were no objections to this application*

**22.14 Correspondence since last meeting** circulated to Councillors \*emailed  
Suffolk Coast and Heaths Area of Outstanding Natural Beauty Boundary Review.  
GDPA part II details from LCPAS\*  
Adnams Report and Accounts  
SNT newsletter\*

AONB Newsletter\*  
Speed device info\*  
Merchant Navy Day - flying the flag

**22.15 Financial matters and payments due:**

Cheques for approval:  
Clerks expenses 10008 £33.82 - this was approved and signed

**22.16 Reports**

VAT claim for the last financial year has been submitted  
First Aid Course details held by Cllr Saxby **ACTION** - Clerk will contact her so that a date can be arranged

NHW - Cretingham may already have a co ordinator **ACTION** - Clerk will contact them to enable details to go on the website

SID funding - Cllr Vickery may be able to offer a grant of £1500 if the parish can match fund  
**ACTION** - Clerk will apply for grant and Councillors and Clerk will approach District and residents to obtain funding

**Items to go forward to next Agenda**

Five year plan for future of council  
Monewden Airfield

Signed

Dated