

Cratfield Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

Cratfield Village Hall

Tuesday 8th March 2022 at 7.30pm

PUBLIC FORUM

A. County & District Councillors' Reports

Any reports will be circulated separately and placed on the website: <http://cratfield.onesuffolk.net>

B. Parishioners' Matters of Concern

Members of the public are welcome to join the meeting.

AGENDA

1. To consider Apologies for Absence
2. To record Declarations of Interests and to consider Requests for Dispensation
3. To Approve the Minutes from the Meeting held on 11th January 2022
4. Matters Arising from the Minutes above and not on the Agenda
5. To consider Co-option to fill the Casual Vacancy
6. Finance
 - a) To receive the Financial & Budget Reports and Approve Income & Expenditure
 - b) To Consider Grants/Donations
 - Village Hall Jubilee Event (*Jubilee Fund Reserve & HHCFT Grant*)
 - c) To Consider Rubber Playground Chippings Quotations
 - d) To Consider Restricted Reserves
 - e) Internal Audit – 20th April 2022
7. Community Governance Review in East Suffolk

To consider changes to the Community Governance arrangements in the Parish Council's area
8. Planning Applications and Decisions

Applications

 - a) Reference DC/21/5535/OUT

Address Land West of Bell Green Holly Tree Farmhouse Bell Green Cratfield Suffolk IP19 0DN
Proposal Outline Application with Some Matters Reserved - Development of no. 3 residential units
Status Awaiting decision (*comments closed*)
 - b) Reference DC/21/5387/FUL & DC/21/5388/LBC

Address Holly Tree Farmhouse Bell Green Cratfield Halesworth Suffolk IP19 0DN
Proposal Conversion of existing garage/outbuilding to residential annexe ancillary to main dwelling with all associated works. Status Awaiting decision (*comments closed*)

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c) Reference DC/21/5324/FUL

Address Holly Tree Barns Bell Green Cratfield Suffolk IP19 0DN

Proposal Change of use of land to provide holiday accommodation consisting four glamping pods and all associated works. Status Awaiting decision (*comments closed*)

d) Reference DC/21/5323/FUL

Address Holly Tree Barns Bell Green Cratfield Suffolk IP19 0DN

Proposal Change of use of existing redundant cart shed to single dwelling and all associated works
Status Awaiting decision (*comments closed*)

e) Reference DC/21/4694/FUL

Address Swan Green Farmhouse Swan Green Cratfield Suffolk IP19 0QQ

Proposal: 1. Extension to existing C20 extension, 2. Remove partition between Dining room and Hall, 3. Alterations to cross partition, 4. Raise first floor landing, 5. Cover second floor staircase and move bedroom door, 6. Remove attic cupboard, 7. Install under floor heating system, 8. Replace external windows
9. Replace external render, 10. Demolish outbuildings and construct new studio and guest accommodation
Status Awaiting decision (*comments closed*)

f) Reference DC/21/4022/FUL

Address The Barn Town Farm North Green Road Cratfield Suffolk IP19 0QL

Proposal Conversion of redundant barn to residential to be used as an annexe for The Barn
Status Awaiting decision (*comments closed*)

Decisions

g) Reference DC/21/5472/FUL & DC/21/5473/LBC

Address White House Cottage Bell Green Cratfield Halesworth Suffolk IP19 0DL

Proposal Remove cement render, replace three windows, install two new window openings and associated windows, open external doorway, re-render with lime

Status Permitted

h) Reference DC/21/1959/FUL

Rookery Farm Swan Green Lane Cratfield IP19 0QE

Erection of Agricultural Building

Status: Permitted

9. Statutory Documents and Policies Annual Review

a) Allotment Tenancy Policy

b) Asset Register - (*updated*)

c) Code of Conduct Policy

d) Financial Regulations Policy

e) Freedom of Information & Publication Scheme Policy

f) General Data Protection Regulations Policy

g) Internal Control Statement

h) Planning Procedure Policy

i) Play Area and Millennium Meadow Policy

j) Play Area Risk Assessment - Covid-19 – (*remove no longer required*)

k) Risk Assessment

l) Scheme of Delegation

m) Standing Orders

10. To Appoint Representatives

a) Town Estate Trustee - *c/f*

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11. Queen's Platinum Jubilee – 2nd-5th June 2022

Cllrs agreed at the 9th November 2021 meeting formal decisions to be made at the March 2022 meeting.

- a) **Village Sign Plaque** - c/f
- b) **Tree Planting**
 - Oak Tree Offer from East Suffolk Council
- c) **Village Event**

12. Mid-Summer Madness Committee - *update*

13. Village Matters

- a) **Play Area Maintenance**
- b) **Village Maintenance**
- c) **Village Matters**
 - Neighbourhood Watch
- d) **Millennium Meadow Management Plan** – *update*
- e) **SCC Footpath Leaflet/Map**
- f) **Cratfield's Damaged Signposts** - *update*
- g) **Flooding Manse Lane** – *update*
- h) **Village Hall Committee Representative** - *update*

14. Correspondence (*emails are circulated as received*)

15. Any Other Business (*For discussion only – the Council cannot make decisions on these items*)

- a) **Website Statistics 2021-2022**

16. Items for next Agenda

17. To confirm the Meeting Dates

- Tuesday 10th May 2022 at 7.30pm
- Tuesday 12th July 2022 at 7.30pm
- Tuesday 13th September 2022 at 7.30pm
- Tuesday 8th November 2022 at 7.30pm

S.G. Chapman

Sally Chapman

Clerk to Cratfield Parish Council

Date: 2nd March 2022