

Cratfield Parish Council

Minutes from Cratfield Parish Council's Meeting held at Cratfield Village Hall on Tuesday 12th July 2016 7.30pm

Present: Lotty Barbour (Chair), Richard Chivers (Vice Chair), Peter Baker (PB), Chris Mobbs (CM), Michael Oliver (MO), Robert Sannick (RS), Gloria Steward (GS)

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: District & County Councillor Stephen Burroughes. No parishioners.

Councillor Chivers completed a Declaration of Acceptance of Office before the start of the meeting.

1. **To consider Apologies for Absence**
All present
2. **To record Declarations of Interests and to consider Requests for Dispensation**
None.
3. **To approve the Minutes of the Meeting held on 10th May 2016**
The minutes of the meeting were then confirmed as a true and accurate record and were signed by the Chair. *Proposed GS, 2nd RS – unanimous.*
4. **Matters Arising**
Cllr Steward confirmed the new noticeboard at Bell Green near the bus shelter has been put up and the Council thanked Cllr Sannick for his hard work. The old noticeboard is being refurbished and will be placed in the bus shelter for village events. The noticeboard at Silverleys Green will soon be replaced.
5. **County & District Councillor Reports**
 - Cllr Burroughes gave an update on devolution, signage throughout Suffolk and the grass cutting schedule (full report: www.cratfield.onesuffolk.net/cratfield-parish-council/district-councillor-s-reports).
 - A Rural Broadband Provision meeting to discuss and give advice on Broadband for local villages was suggested and agreed for September at Cratfield Village Hall. Date to be confirmed.
 - Cllr Burroughes informed he had recently been elected Vice Chairman of Suffolk County Council and he will remain as the local County and District Councillor.
6. **Finance**
 - a) **To receive the Financial Report and Approve Cheques**
The RFO read out the Finance and the Budget report and the following were approved for payment:

Date	Payee	Amount
10/05/2016	EAAA Grant	£150.00
12/07/2016	S. Chapman - Clerk (Salary June & July)	£343.20
12/07/2016	Clerk's Expenses (June & July's)	£ 53.30

Signed:

Date:

Cratfield Parish Council

12/07/2016 SALC Annual Subscription £168.27

No receipts received since the last meeting.

Balance to 29th April 2016

Current account balance	1897.00
Business Saver Account balance	2570.28
Petty Cash	0.00
Total funds	£ 4467.28

The Finance and the Budget Reports were agreed as a true and accurate record and signed by the Chair.

Proposed RC, 2nd RS – unanimous

b) Transparency Grant

The Clerk informed Councillors of the Government's transparency grant to aid small Councils to comply with the Transparency Code. It will enable the PC to update the Clerk's computer equipment and training. It was agreed for the Clerk to apply for the grant.

Proposed RS, 2nd MO – unanimous

Action: Clerk

7. Planning Applications and Decisions since last meeting

Councillors noted the following:

Applications

a) Change of use of part of Home Farm, Glevering from Agricultural Barns to Residential under Class Q of the current GPDO (incorrect papers – to be returned)

OS 1390 Silverleys Green Cratfield Suffolk

Ref. No: DC/16/2718/PN3. Status: Pending Consideration

b) Proposed alterations and extensions including external rendering and replacement windows to existing dwelling (papers to come to meeting)

Baltic Farmhouse The Street Cratfield Suffolk IP19 0BP

Ref. No: DC/16/2521/FUL. Status: Pending Consideration

c) Details as required by conditions 12, 13, 14 and 15 of Planning Permission Consent C/13/0911

School Farm Church Road Cratfield Suffolk IP19 0BU

Ref. No: DC/16/1020/DRC. Status: Pending Consideration

d) Installation of Solar Panels on existing agricultural building roof

Church Farm Heveningham Road Cratfield Suffolk

Ref. No: DC/15/4939/CLP . Status: Not Available

Decisions

a) Change of use of portion of grassed field to a riding manege

Baltic Farm The Street Cratfield Suffolk IP19 0BP

Ref. No: DC/16/1942/FUL. Status: Application Permitted

b) Conversion of existing detached double garage into residential annexe

Oak Tree Cottage Cratfield Road Huntingfield Suffolk IP19 0QB

Ref. No: DC/16/1477/FUL. Status: Application Permitted

c) To remove and replace five defective windows.

Rose Farm Laxfield Road Cratfield Suffolk IP19 0QG

Signed:

Date:

Cratfield Parish Council

Ref. No: DC/16/1310/LBC. Status: Application Permitted

d) Proposed new oak framed garden room

Wivern House Bell Green Cratfield Halesworth Suffolk IP19 0DL

Ref. No: DC/16/1274/FUL. Status: Application Permitted

e) Barn conversion

Rookery Farm Swan Green Lane Cratfield Suffolk IP19 0QE

Ref. No: DC/16/1234/Ful. Status: Application Permitted.

f) Barn conversion

Rookery Farm Swan Green Lane Cratfield Suffolk IP19 0QE

Ref. No: DC/16/1235/LBC. Status: Application Permitted

8. Ownership of Village Pump & Land

Cllr Baker informed the pump stands on Potters Roost's land. The Clerk was asked to contact the owners to see if their deeds confirm the ownership of the pump. **Action: Clerk**

9. Village Update

a) Play Area

- RS had strimmed the area and the Chair will weed kill. Otherwise all in order.
- Clerk to speak to the Play Ground Inspector re aluminum goal posts suitability.

Action: Clerk

b) Village Maintenance

- The dog waste bin and Silverley's Green noticeboard will be soon put in place.
- Cllr's commented on the overgrown hedges over the footpaths in The Street and asked the Clerk to put a notice in Cratfield News asking owners to cut back.
- An overgrown hedge and a blocked gulley was reported on Heveningham Road.
- Overgrown footpath on waste land near Gothic Cottage, Silverleys Green.

Action: MO/PB /RS

Action: Clerk to report

10. Correspondence

- Thank you letter from EAAA for the grant received.

11. Any Other Business

- a) Cllr's agreed to plant an Oak tree on the Millennium Meadow in the autumn to commemorate the Queen's 90th birthday. Tree and plaque not to exceed £100.00

Proposed RS, 2nd MO – unanimous

12. Items for next Agenda

- Defibrillator to consider re-siting to Village Hall
- Letting Policy for Millennium Meadow and Play Area.

Action: Clerk

13. To confirm next meeting date/time:

Councillors noted the meeting dates and times for the next year and the next meeting date: Tuesday 13th September 2016 - 7.30pm

The meeting closed at 9.05pm

Signed:

Date: