

Cratfield Parish Council

Minutes from Cratfield Parish Council's Meeting Cratfield Village Hall Tuesday 12th March 2019 at 7.15pm

Present: Lotty Barbour (Chair), Richard Chivers (Vice Chair), Peter Baker, Chris Mobbs
Michael Oliver, Robert Sannick, Gloria Steward.

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: County & District Councillor Stephen Burroughes & one Parishioner.

Public Forum

A. Parishioners Matters of Concern

The parishioner present gave details of their current planning application in the village and answered Cllrs questions.

B. County & District Councillor Report

Full report: www.cratfield.onesuffolk.net/cratfield-parish-council/district-councillor-s-reports

Cllr Burroughes gave a round-up of his current activities and projects and answered Cllrs questions. He informed *'This report will be the last report I will be sending out as a Suffolk Coastal District Councillor, as the council will cease to exist from 1st April 2019. The new East Suffolk Council will come into being simultaneously on 1st April 2019'*.

- Highway engineers are going to inspect Manse Lane re flooding.

The Chair thanked Cllr Burroughes for his grant to purchase two more dog waste bins.

Main Meeting

1. To consider Apologies for Absence

None

2. To record Declarations of Interests and to consider Requests for Dispensation

Cllr Baker declared a pecuniary interest in item 5 (expenses).

3. To approve the Minutes of the Meeting held on 8th January 2019.

The minutes of the meetings were confirmed unanimously as a true and accurate record and signed by the Chair.

4. Matters Arising

None - all outstanding items are on the agenda.

5. Finance

a) To receive the current Financial Report and Approve Payments

Cllr Baker declared a pecuniary interest in item 5 (expenses) and did not vote.

The Clerk read out the Finance and Budget Reports.

Councillors agreed the following Income and Expenditure.

Signed:

Date:

Cratfield Parish Council

Date	Income	
12/03/2019	SCDC Grant - two dog bins	£ 150.00
	Total	£ 150.00
28/01/2019	Clerk's Salary - January	£ 175.07
28/02/2019	Clerk's Salary - February	£ 175.07
12/03/2019	Clerk's Expenses February/March	£ 20.00
12/03/2019	Advancescape - 2 dog bins	£ 150.00
12/03/2019	Peter Baker - Cratfield News Stationery Expenses	£ 29.10
12/03/2019	Suffolk Accident Rescue Service - donation	£ 120.00
	Total	£ 669.24

b) Wayleave Grant

The Clerk informed it has been promised and is still chasing.

Action: Clerk

c) To consider Grants/Donations

Cllrs discussed the donation requests received throughout the year.

The donations as listed on point 5a were agreed unanimously.

The Clerk informed of a £30.00 credit on the East of England Ambulance Service Account.

Cllrs agreed unanimously to donate to their organisation.

Action: Clerk

6. Annual Review of Policies and Documents *(circulated prior to meeting)*

Cllrs approved unanimously the following:

- Allotment Tenancy Policy
- Asset Register *(updated)*
- Code of Conduct Policy
- Financial Regulations Policy
- General Data Protection Policy
- Internal Control Statement
- Planning Procedure Policy
- Play Area & Millennium Meadow Policy
- Publication Scheme Policy
- Risk Assessment
- Standing Orders Policy

7. Applications

Cllrs noted:

a) Ref. No. DC/18/5212/13/FUL

Conversion of outbuilding including partial demolition and extension.

Lark Cottage School Corner Cratfield IP19 0BN

Status: Awaiting decision

b) Ref. No. DC/19/0149/VOC

Variation of condition 2 of DC/18/2192/VOC - change of use of land and erection of cart lodge in conjunction with conversion of existing barn permitted under DC/16/2718/PN3: Minor material amendment for the addition of a log store, the retention of the flat ridge detail and amended location of the building as constructed.

OS 1390 Silverleys Green Cratfield Suffolk

Received: Mon 14 Jan 2019 | Validated: Mon 14 Jan 2019 | Status: Awaiting decision

Signed:

Date:

Cratfield Parish Council

c) Ref. No: DC/19/0272/VOC

Variation of condition(s) 3, 5, 6, 7, 8, 9, 10, 12, 13, 18, 19 on application DC/16/1234/FUL (Barn conversion)

Rookery Farm Swan Green Lane Cratfield Suffolk IP19 0QE

Received: Tue 22 Jan 2019 | Validated: Mon 18 Feb 2019 | Status: Awaiting decision

Cllrs agreed unanimously the following comments:

- They would prefer the drainpipes/guttering to remain black instead of stainless steel.
- They would prefer the external joinery to remain black instead of grey.

d) Ref. No: DC/19/0626/AGO

Store for hay making equipment and other agricultural equipment Open for comment icon

The Old Cider Works Tongs Lane Cratfield Suffolk IP19 0QD

Received: Tue 12 Feb 2019 | Validated: Tue 12 Feb 2019 | Status: withdrawn.

e) Ref. No: DC/19/0625/FUL

Proposed change of use of storage building to form holiday let. Proposed change of use of stable/storage block and log store to form holiday let. Proposed 4no. glamping units. Removal of existing corrugated tin roof over current storage area to form walled courtyard garden with proposed spa/gym facilities within existing footprint. The Firs Manse Lane Cratfield Suffolk IP19 0QD

Received: Tue 12 Feb 2019 | Validated: Thu 21 Feb 2019 | Status: Awaiting decision

Cllrs agreed unanimously the following comments:

- This application would bring employment to the village and visitors.
- The site was previously a campsite.
- The applicant is keen to support wildlife and is making improvements to the site.
- This application does not affect Tongs Lane.

Decisions

a) Retrospective Application - The erection of a greenhouse, the movement and re-erection of a fruit cage.

Town House Church Road Cratfield Suffolk IP19 0BU

Ref. No: DC/18/4609/FUL | Received: Wed 07 Nov 2018 | Validated: Fri 23 Nov 2018 | Status: Permitted

b) Listed Building Consent - Proposed single storey extension to provide a pantry and food preparation space

Proposed cart shed. Remedial work to old hall farm, to prevent any additional water damage

Old Hall Farm North Green Cratfield Suffolk IP19 0DS

Ref. No: DC/18/3861/LBC | Received: Mon 17 Sep 2018 | Validated: Thu 20 Sep 2018 | Status: Withdrawn

c) Proposed single storey extension to provide a pantry and food preparation space.

Proposed cart shed. Removal work to old hall farm, to prevent any additional water damage.

Old Hall Farm North Green Cratfield Suffolk IP19 0DS

Ref. No: DC/18/3860/FUL | Received: Mon 17 Sep 2018 | Validated: Thu 20 Sep 2018 | Status: Withdrawn

8. To Consider a Litterpick

Cllrs agreed to not hold a formal litter pick this year but put a poster in the Cratfield News asking people to pick any rubbish they see around the village.

Action: Clerk

Cllrs agreed unanimously to purchase approximately £40.00 of litter picking equipment for parishioners to use if required.

Action: Clerk

Signed:

Date:

Cratfield Parish Council

9. Village Matters

a) Play Area Maintenance

- Play Area bark to be ordered in April.

Action: Clerk

b) Village Maintenance

- Tongs Lane two new dog waste bins and are now scheduled to be emptied regularly.

c) Village Matters

- **Neighbourhood Watch** no update

- **Parish Map** C/F

Action: Cllr Chivers

- **Dog Bin Church Meadow** A grant has been received to purchase this bin.

- **Allotment Requests** Three requests for additional allotments have been made and new allotments will be marked out soon.

Action: Chair/RC

- The Chair informed the current Allotment Holders are going to have an open day to raise money for charity, details TBC.

d) Millennium Meadow

- **Community Payback Team** The Chair informed they had met and agreed the meadow's maintenance in spring and autumn. Clerk to contact re paperwork.

Action: Clerk

- **Millennium Meadow sign** Cllr Baker circulated the sign's design and Cllrs asked Cllr Baker to extend their appreciation to the parishioner who is making the sign.

- **Dog waste bin** A grant has been received to purchase this bin.

e) Defibrillator Training

- Nine parishioners/Cllrs have expressed an interest in training and agreed to hold it one evening mid week. The Clerk to organise the date.

Action: Clerk

- **f) Cratfield News past Artwork and Copies** Cllr Baker brought the completed folders to the meeting for Cratfield's Church and Laxfield Museum.

10. Correspondence

The Clerk circulated:

- a) Clerks & Council Direct Magazine

11. Any Other Business

- a) Glass Recycling Bank – a Cllr informed Fressingfield PC gets paid for recycling glass and CPC currently does not. Clerk to investigate.

Action: Clerk

12. Items for next Agenda

None

13. To confirm next meeting dates:

14th May 2019 at 7.15pm - AGM & Annual Parish Meeting

The meeting ended at 8.55pm

Signed:

Date: