

Cratfield Parish Council

117

PARISH COUNCIL MEETING

held by email on

19th May 2020 at 7.30pm

Attended: Lotty Barbour (Chair), Richard Chivers (Vice Chair), Chris Mobbs, Peter Baker, Michael Oliver, Amy Pritchard, Gloria Steward

Clerk/Responsible Financial Officer: Sally Chapman

Also Present:

PUBLIC FORUM

A. Public Forum – for Members of the Public

No questions

B. County & District Councillor Reports

Report received and on the website:

<http://cratfield.onesuffolk.net/cratfield-parish-council/district-councillor-s-reports>

MINUTES

***All decisions to be ratified at the next proper meeting**

1. To consider Apologies for Absence

None

2. Declaration of Interests and Consider Requests for Dispensation

8.d) Cllr Oliver – pecuniary interest (*potentially a customer*).

3. To approve the Minutes of the Meeting held on:

a) 10th March 2020

*The minutes of the meeting were confirmed unanimously as a true and accurate record**

b) 7th May 2020

*The minutes of the meeting were confirmed unanimously as a true and accurate record**

4. Matters Arising from the Minutes above

The re-election of the Chair and Vice Chair will be c/f to the May 2021 meeting.

Cllr Comment: Matters Arising are covered in the current agenda.

5. Finance

a) To approve the End of Year Balance Sheet 2019/20

*Cllrs resolved to approve the End of Year Balance Sheet 2019/20**

b) To approve the Internal Auditor's Report for 2019/20

*Cllrs resolved to approve the Internal Auditor's Report for 2019/20**

Signed:

Date:

Cllr comment: The report looks very thorough.

Cllr comment: I would like to thank the Clerk for her hard work and professional attitude that are reflected in this report.

c) To agree a Certificate of Exemption from a Limited Assurance Review and the Annual Audit Return Sections 1 & 2

Cllrs agreed to a Certificate of Exemption from a Limited Assurance Review and approved the Annual Audit Return Sections 1 & 2*

d) To appoint the Internal Auditor for 2020-21

Cllrs resolved to continue with the present internal auditor Mr. Trevor Brown*

Cllr comment: I think we should continue with the present internal auditor.

e) To receive the current Financial and Budget Report & Approve Payments

Cllrs resolved to approve the Finance Reports, Receipts and Payments as below*

| Date | Income | Amount |
|------------|---------------------------------------------|-------------------|
| 27/04/2020 | VAT Reclaim 01/04/2019-30/04/2020 | £ 88.23 |
| 28/04/2020 | ESC Precept - CIL Payment | £ 52.23 |
| 29/04/2020 | ESC Precept - 1st Instalment | £ 1,750.00 |
| | Total | £ 1,890.46 |
| | | |
| | Expenditure | |
| 28/04/2020 | Clerk's Salary - April | £ 185.14 |
| 19/05/2020 | Village Hall Rent from 2019-2020 (error) | £ 42.00 |
| 19/05/2020 | SALC Membership subscription | £ 184.63 |
| 19/05/2020 | Trevor Brown - Internal Auditor for 2019-20 | £ 110.00 |
| 19/05/2020 | Clerk's Expenses April-May | £ 34.12 |
| | Total | £ 555.89 |

Cheques will be posted to the Chair and a Cllr to sign.

Action: Clerk

6. Planning Applications and Decisions

Applications

a) Side and rear extensions, internal alterations

Linstead Farm Cottage Bell Green Cratfield Suffolk IP19 0DN

Ref. No: DC/20/1611/FUL | Received: Wed 29 Apr 2020 | Status: Awaiting decision

Cllrs approved the above planning application.

Cllr comment: I found these particular plans difficult to visualize.

b) Construction of a two-storey rear extension

Moat House Farm Cottage North Green Road Cratfield Suffolk IP19 0QL

Ref. No: DC/20/0347/FUL | Received: Wed 29 Jan 2020 | Status: Awaiting decision

c) Conversion of outbuilding to outdoor kitchen, conversion of outbuilding to annexe and erection of greenhouse. New carport to front. Replacement windows as shown.

Old Hall Farm North Green Cratfield Suffolk IP19 0DS

Ref. No: DC/19/4432/FUL | Received: Tue 12 Nov 2019 | Status: Awaiting decision

Signed:

Date:

d) Listed Building Consent

Conversion of outbuilding to outdoor kitchen, conversion of outbuilding to annexe and erection of greenhouse. New carport to front. Replacement windows as shown.

Old Hall Farm North Green Cratfield Suffolk IP19 0DS

Ref. No: DC/19/4446/LBC | Received: Tue 12 Nov 2019 | Status: Awaiting decision

Decisions

Erection of wooden log store/shed (one storey, in front garden)

Linstead Farm Cottage Bell Green Cratfield Suffolk IP19 0DN

Ref. No: DC/20/0410/FUL. Status: Permitted

7. Village Matters

a) Play Area Maintenance

- Play Bark/Rubber Chippings

CLlr comment: In the expectation we may be allowed to reopen the play area in the near future. Can we have one bag of rubber chippings delivered.

Action: Clerk

b) Village Maintenance

No comments

c) Village Matters

- Neighbourhood Watch – c/f

No comments

d) Allotments update

No comments

e) Millennium Meadow

- Management Plan – update

CLlr Comment: Some pathways have been cut in the grass by David Steward. There has been fly tipping of items including old flower pots and broken car wing mirrors behind the bottle bank. The car wing mirrors look a lot like the ones that were embedded in the side of the ditch at the top of Mary's Lane. They disappeared very shortly before the fly tipped ones appeared behind the bottle bank.

f) Flooding Manse Lane – c/f

CLlr comment: No further progress – waiting for the visit of Mark Nichols Community Liaison Engineer SCC Highways.

g) Defibrillator

A parishioner has now kindly checked the defibrillator and have found it to be in good order and battery and pads in date. The Clerk gave thanks for their much-appreciated help.

h) Village Sign Maintenance

CLlr Comment: I have not had a chance to speak to Old School owners or a parishioner yet.

8. Correspondence (emails are circulated as received)

a) SARS Letter - Thank you letter for grant

b) EACH Letter - Thank you letter for grant

c) Dogs Loose in Cratfield

Signed:

Date:

Three Parishioners have been in contact complaining of dogs loose in the village. The Clerk has reported to ESC (as advised on the Police website) and requested parishioners to take photographs if seen again. ESC is investigating and contacting the owners.

d) Tree in the Play Area

Cllr Oliver – declared a pecuniary interest (potentially a customer) and made no comments.

A parishioner's garden overlooks the playing field. They have concerns about the eventual size of a young tree (horse chestnut) which is approx. 2m from their fence and some 5m tall. They would like the tree taken down at their expense and offer to replace it with 2/3 saplings at the north end of the field.

Cllr comment *(from an email)*: I feel the tree should remain as it is good to have planting not all in one spot. Growth can be controlled by pollarding, though we would have to keep in mind this would entail a cost at some future date.

Cllr comment: I do not think the tree should be removed. It is healthy, and many Horse Chestnut trees have been lost to disease in recent years. The height of trees can be controlled by pollarding. I made the following observations at the site: the tree is 2.6m from the fence; there is a Copper Acer in the next door garden near the fence which is taller than the Horse Chestnut and in the parishioner's garden there is a tree which is as tall, if not taller, than the Horse Chestnut.

Cllr comment: I would rather leave the tree in place as it will not do a lot in the next 5-10 years and it would be a pity to have another tree removed, as it seems we have lost well over 50 from the surrounding area and gardens that I can see.

Cllr comment: I think we should retain this tree it is appropriate to a village play area. The suggestion of pollarding is worth consideration.

Cllr comment (from an email): Is the tree diseased at all? if not, we should try to preserve it, if we can as there are very few horse chestnuts that don't have the leaf mining moth. Albeit horse chestnuts can sap all the light from your garden if in close proximity - I assume this is the reason for wanting it removed.

Can we come to a compromise - maybe we should suggest some heavy pollarding as mentioned? We will have to foot the bill, and once we start doing that, we would have continue doing that? And would others start asking for the same thing? If we allow the pollarding, I think it should be at their expense.

[Cllrs resolved the Horse Chestnut tree to remain and to consider pollarding in the future \(after further discussion at a proper meeting\) *](#)

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

- a) Clerk's Training – Website Accessibility postponed
- b) Seats for Walkers – c/f

10. Items for next Agenda

None

11. To confirm next meeting dates:

- 14th July 2020 at 7.15pm
- 8th September 2020 at 7.15pm
- 10th November 2020 at 7.15pm

The meeting ended at 10.25pm

Signed:

Date: