

Cratfield Parish Council

Minutes from Cratfield Parish Council's Meeting Cratfield Village Hall Tuesday 11th September 2018 at 7.15pm

Present: Lotty Barbour (Chair), Peter Baker, Chris Mobbs, Michael Oliver, Gloria Steward.

Clerk/Responsible Financial Officer: Sally Chapman

Also Present:

Public Forum

A. Parishioners Matters of Concern

None

B. County & District Councillor Report

Not present, report sent: www.cratfield.onesuffolk.net

Main Meeting

1. To consider Apologies for Absence

Cllr Chivers and Cllr Sannick – apologies accepted.

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

8. h) Cllr Barbour – Pecuniary Interest (partner's land).

3. To approve the Minutes of the Meeting held on 10th July 2018

[The minutes of the meetings were confirmed unanimously as a true and accurate record and signed by the Chair.](#)

4. Matters Arising

a) Cratfield's Church Event

Cllr Baker gave an update on the planned event on 1th November 2018.

The Chair read through the minutes and noted all other actions were on the agenda or in hand.

5. Finance

a) To receive the current Financial Report and Approve Cheques

The RFO read out the Finance and Budget report:

Date	Income	
09/08/2018	VAT Reclaim - 01/11/2017-31/07/2018	£ 505.81
	Expenditure	
30/07/2018	Clerk's Salary - July	£ 175.07
28/08/2018	Clerk's Salary - August	£ 175.07
11/09/2018	Clerk's Expenses August/September	£ 43.85
11/09/2018	Mr S Wraight - Play Equipment Repairs	£ 298.00
11/09/2018	Cratfield's St. Mary PCC - donation	£ 150.00
	Total	£ 841.99

Signed:

Date:

Cratfield Parish Council

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

- Cllrs requested the Play Equipment repairs expenditure was taken from the Play Equipment reserves.
- The insurance quotes were discussed and the Clerk was asked to clarify three points on the CAS Insurance and if the answers were satisfactory, the quote would be accepted.

b) Request for Funding from Heveningham Hall Country Fair Trust

Cllrs discussed and resolved unanimously to apply for a marquee on behalf of Cratfield's Village Hall Committee.

6. Policies

a) To approve updated Standing Orders (latest version from NALC)

Cllrs agreed unanimously to adopt the Standing Orders Policy.

7. Planning Applications and Decisions

Applications (Awaiting Decisions)

a) Proposed new dwelling, associated external works and landscape enhancements.

(Following demolition of existing dwelling and outbuilding.) Resubmission of previous application reference DC/18/2031/FUL

Roselynn Silverleys Green Cratfield Suffolk IP19 0QJ. Ref. No: DC/18/3647/FUL | Received:

Mon 03 Sep 2018 | Validated: Mon 03 Sep 2018 | Status: Awaiting decision.

Cllrs agreed unanimously to support this application.

b) Change of use of a Residential Annex to 2 Holiday Lets

The Firs Manse Lane Cratfield IP19 0QD

Ref. No: DC/18/2965/FUL | Received: Tue 17 Jul 2018 | Validated: Tue 17 Jul 2018 | Status:

Awaiting decision.

Decisions

a) Change of use of outbuildings to an annex to be used as ancillary accommodation to barn conversion [approval ref. DC/16/1234/FUL].

Rookery Farm Swan Green Lane Cratfield Suffolk IP19 0QE

Ref. No: DC/18/2411/FUL | Received: Fri 08 Jun 2018 | Validated: Mon 18 Jun 2018 | Status:

Permitted

b) Variation of Conditions 2 and 5, and Removal of Conditions 4 and 7 on application

DC/16/2718/PN3 - Change of Use from an agricultural barn to residential under class Q of the current GPDO - revised plans submitted

OS 1390 Silverleys Green Cratfield Suffolk

Ref. No: DC/18/2192/VOC | Received: Thu 24 May 2018 | Validated: Thu 24 May 2018 |

Status: Permitted with conditions

c) Proposed new dwelling, associated external works and landscape enhancements.

(Following demolition of existing dwelling and outbuilding.)

Roselynn Silverleys Green Cratfield Suffolk IP19 0QJ

Ref. No: DC/18/2031/FUL | Received: Tue 15 May 2018 | Validated: Tue 15 May 2018 | Status:

Refused

Signed:

Date:

Cratfield Parish Council

d) Listed Building Consent - Removal of cement render to front fascia of cottage, repair sole plate and repair/replace rotten oak timbers like for like, and reface with oak lathes and tinted lime render

South Cottage Silverleys Green Cratfield Suffolk IP19 0QJ

Ref. No: DC/18/1589/LBC | Received: Mon 16 Apr 2018 | Validated: Tue 15 May 2018 | Status: Permitted

8. Village Matters

a) Play Area Maintenance

- Cone Swing Repairs.

CLLrs agreed unanimously to Mr S. Wraight to carry out repairs on the cone swing.

- Bus Shelter. CLLrs discussed the removal of the bus shelter and the Clerk informed she had received a request stating it was needed for school children to wait for the bus in. CLLrs agreed the bus shelter should remain.

- The Play Area hedge to be cut back this autumn.

Action: Chair

b) Village Maintenance

- The new 'No Dogs' sign and 'No dog fouling' signs are now displayed around the village thanks to Cllr Sannick.

- Tongs Lane has two new green dog waste bins and they will be fitted ASAP.

Action: Cllr Chivers

c) Village Matters

- Neighbourhood Watch - no update received from the coordinator.

- Hedges - the Clerk informed she had received complaints of overgrown hedges across the pavements in the village. Clerk to send letters and place a notice in the parish magazine.

Action: Clerk

d) Maintenance Plan for Millennium Meadow

- Community Payback Team. The Clerk has made contact and they are willing to undertake work in the Millennium Meadow. The Chair and Cllr Baker will meet the Team Leader onsite and discuss further.

Action: Chair

- A Millennium Meadow sign was discussed and CLLrs asked the Clerk to contact a parishioner re the sign.

Action: Clerk

- Dog waste bin. Cllr Mobbs was requested to enquire after funding from the village Millennium Fund for another bin.

Action: Cllr Mobbs

e) Defibrillator and Defibrillator Training

- Two parishioners have expressed an interest in training and some CLLrs.

CLLrs discussed the old defibrillator and resolved to offer the old defibrillator to other parishes via SALC.

Action: Clerk

f) Rural Coffee Caravan Visit

The Clerk has spoken with the organisers and offered some options.

g) Grit Bins

CLLrs decided they were not required.

h) Allotments and Land Rent Review

Cllr Barbour abstained from discussing the land rent – Pecuniary Interest.

CLLrs discussed the allotment rents and CLLrs Mobbs and Cllr Oliver would review the land rent and advise of any change before the end of September, otherwise the rent will remain the same.

CLLrs agreed unanimously the allotment rents would remain at £16.25 per half plot and £32.50 per full plot.

The Clerk will send out the rent renewals and was asked to advise all allotment holders:

1. Access to the allotments is via the track between houses 4 and 5 only.

Signed:

Date:

Cratfield Parish Council

2. The access track to be left clear at all times and no parking.

9. Correspondence

The Clerk circulated:

- a) The Suffolk Local Plan Documents
- b) Clerks & Councils Direct Magazine

10. Any Other Business

Cllrs reported blocked culverts on Manse Lane and Rockery Farm causing flooding. The Chair agreed to contact the landowners.

Action: Chair

11. Items for next Agenda

None

12. To confirm next meeting dates:

- 13th November 2018 at 7.15pm

The meeting ended at 9.25pm

Signed:

Date: