

Cratfield Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

The meeting will be held virtually using the Zoom platform on

Tuesday 9th March 2021 at 7.30pm

PUBLIC FORUM

A. County & District Councillor Reports

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

B. Parishioners are invited to raise Matters of Concern

Members of the public are welcome to join the meeting, please contact the Clerk via email on cratfieldpc@gmail.com for the link and password.

AGENDA

1. To consider Apologies for Absence

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

3. To Approve the Minutes and Decisions from the meeting held on 12th January 2021

The approved minutes to be signed at the next proper meeting

4. Matters Arising from the Minutes above and not on the Agenda

5. Finance

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

Clerk's comment: Once payments are approved the cheques will be posted to the Chair & Cllr to sign.

b) To consider Grants/Donations

c) Restricted Reserves

Clerk's comment: The next PC election is in May 2023 and a contested election will cost approximately £1,000 and adequate reserves should be set aside.

d) Bus Shelter Landscaping

The landscaper will be commencing work this spring and the Clerk has secured a grant to pay for the landscaping.

e) Internal Audit – 20th April 2021

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

a) Allotment Policy and Rent

b) Agriculture Allotments Rent

c) Asset Register (updated)

d) Financial Regulations Policy *(updated as NALC's guidance Section 11 footnote)*

e) Freedom of Information & Publication Scheme Policy *(updated costs)*

f) General Data Protection Regulations Policy

g) Internal Control Statement

h) Planning Procedure Policy *(procedure not changed but re-written)*

i) Play Area & Millennium Meadow Policy

j) Play Area Risk Assessment - Covid-19

K) Risk Assessment

L) Standing Orders Policy (*updated as NALC's guidance Section 18f & 18g*)

7. Planning Applications and Decisions

Applications

- a) **The subject building and immediate parking areas are associated with a piggery. It is intended to convert this piggery into a builder's workshop with associated parking and movement aprons.**

Cratfield Lodge Farm Laxfield Road Cratfield Suffolk IP19 0QG

Ref. No: DC/20/3146/FUL | Validated: Wed 26 Aug 2020 | Status: Awaiting decision (*comments closed*)

- b) **Erection of detached garage building**

9 The Street Cratfield Suffolk IP19 OBS

Ref. No: DC/20/2751/FUL | Validated: Thu 23 Jul 2020 | Status: Awaiting decision (*comments closed*)

Decisions

- a) **Replace the existing 2 x 6ft fence panels & damaged hedge with 6 x 5 ft fence panels & replant a natural hedge in front**

The Brambles Silverleys Green Cratfield Suffolk IP19 0QJ

Ref. No: DC/20/4736/FUL | Received: Fri 20 Nov 2020 | Validated: Fri 04 Dec 2020

Status: Permitted

- b) **Visitor Attraction**

Change of use of two thirds of an existing agricultural building to use provide visitor amenities for a new visitor attraction called Fire and Feast.

Ref. No: DC/20/4359/FUL | White House Farm Swan Green Lane Cratfield Suffolk IP19 0QF

Status: Permitted

8. Village Matters

- a) Play Area Maintenance
 - New Bus/Play Area Shelter - update
- b) Village Maintenance
 - Signposts
- c) Village Matters
 - Neighbourhood Watch
- d) Millennium Meadow
 - Management Plan update
- e) Flooding Manse Lane – update
- f) Village Sign Maintenance – update
- g) Defibrillator

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

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

- a) Clerk's Training/Networking

The Clerk attended a Clerks' Networking Zoom event on 24th February 2021.

11. Items for next Agenda

12. To confirm the Next Meeting Dates:

- Tuesday 11th May 2021 at 7.30pm – APM & AGM
- Tuesday 13th July 2021 at 7.30pm
- Tuesday 14th September 2021 at 7.30pm
- Tuesday 9th November 2021 at 7.30pm

S.G. Chapman

Sally Chapman

Clerk to Cratfield Parish Council

Date: 3rd March 2021