

Cratfield Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

Cratfield Village Hall

Tuesday 12th March 2024 at 7.30 pm

PUBLIC FORUM

A. County & District Councillors' Reports

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

B. Parishioners' Matters of Concern

Members of the public are welcome to join the meeting and ask questions.

AGENDA

1. To Approve Apologies for Absence
 2. To Record Declarations of Interests and to Consider Requests for Dispensation
 3. To Approve the Minutes from the Meeting held on 9th January 2024
 4. Finance
 - a) To Receive the Financial & Budget Reports and Approve Income & Expenditure
 - b) To Consider Grant Requests
 - c) To Consider General Reserves
 - d) Unity Trust Bank Instant Access Savings Account – *update*
 5. Internal Audit Report 2022-23 – *update*
 6. Planning Applications and Decisions
Applications
 - a) **Reference: DC/23/0493/FUL**
Town and Country Planning Act 1990 - Appeal Under Section 78
Site at: Silverleys Barn, Silverleys Green, Cratfield, Halesworth, Suffolk IP19 0QJ
An appeal has been made to the Secretary of State against the decision of East Suffolk Council* to refuse planning permission for Construction of 1 x No. Single Storey Dwelling.
Status: Pending
 - b) **Reference: DC/23/4759/CLE**
Holly Tree Farmhouse, Bell Green, Cratfield, Halesworth, Suffolk IP19 0DN
Lawful Development Certificate (Existing) - Use of land for the siting of two metal storage containers at Holly Tree Farm, Bell Green, Cratfield, Suffolk, IP19 0DN.
[At the January 2024 Meeting:](#)
[Councillors resolved to OBJECT to this planning application with comments.](#)
Status: Awaiting decision
- Decisions**
- c) **Conversion of Barn to Dwelling**
Town Farm North Green Road Cratfield Halesworth Suffolk IP19 0QL
Ref. No: DC/23/4399/FUL | Validated: Mon 13 Nov 2023
Status: Withdrawn
 - d) **Demolition of Existing 1.5 Storey and Construction of a Two-Storey Extension to Rear**
Swan House Swan Green Cratfield Halesworth Suffolk IP19 0QQ
Ref. No: DC/23/3259/FUL | Received: Fri 18 Aug 2023 | Validated: Fri 18 Aug 2023

Cratfield Parish Council

Status: Permitted

Councillors resolved to SUPPORT this planning application.

7. Annual Review of Policies and Statutory Documents

- a) Allotment Tenancy Policy
- b) Asset Register
- c) Code of Conduct Policy
- d) Data Retention and Disposal Policy - *New*
- e) Financial Regulations Policy – *updated*
- f) Financial Reserves Policy - *New*
- g) Freedom of Information & Publication Scheme Policy
- h) General Data Protection Regulations Policy
- i) Internal Control Statement
- j) Online Banking Policy - *New*
- k) Parish Council Risk Assessment
- l) Planning Procedure Policy
- m) Play Area and Millennium Meadow Policy
- n) Standing Orders – *updated*
- o) Subject Access Request and Procedure Policy – *New*

8. Village Matters

- a) Play Area Maintenance
 - Hedge & Grounds Maintenance – *update*
- b) Millenium Meadow
 - Oak Tree
 - Millenium Meadow Tree Survey
- c) Village Maintenance
 - Village Sign Access Gate
- d) SCC Footpath Leaflet/Map
- e) Footpath Issues
- f) Allotment Track
- g) Village Hall Committee Representative Report

9. Correspondence

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

- a) Website Statistics 2024

11. Items for the Next Agenda

12. To Confirm the Meeting Dates

- a) Tuesday 14th May 2024 at 7.30 pm – Annual Parish Meeting & Annual Parish Council Meeting
- b) Tuesday 9th July 2024 at 7.30 pm
- c) Tuesday 10th September 2024 at 7.30 pm
- d) Tuesday 12th November 2024 at 7.30 pm

S. G. Chapman

Sally Chapman

Clerk to Cratfield Parish Council

Date: 6th March 2024