

# Cratfield Parish Council

133

## PARISH COUNCIL MEETING

*held by Zoom on*

**Tuesday 12<sup>th</sup> January 2021 at 7.30pm**

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

**Clerk/Responsible Financial Officer:** Sally Chapman

**Also Present:** County & District Councillor Stephen Burroughes & ESC Communities Officer Nicola Jenner

## PUBLIC FORUM

### A. Public Forum – for Members of the Public

No questions

### B. County & District Councillor Reports

Cllr Stephen Burroughes gave a verbal report, full details on CPC's website:

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

Cllr Burroughes was thanked by Cllrs for arranging the meeting with SCC Highways Engineer on 13<sup>th</sup> January 2021 to discuss flooding issues.

### C. East Suffolk Council Communities Officer

Nicola Jenner the local Communities Officer answered questions and informed Cllrs of her role in the Community Partnership Programme, which included:

- Community Safety
- Anti-Social Behaviour Management
- Locality Act: Assets of Community Value, Right to Bid, Neighbourhood Plans
- Funding: Hardship (Coronavirus) Fund, Enabling Communities Budgets, Hidden Needs Fund, Bounce-back Fund, Community Partnership Fund
- Developing opportunities for young people
- Reduced social isolation and loneliness
- Alternative, active and sustainable transport

## MINUTES

### 1. To consider Apologies for Absence

Cllr Mobbs – apologies accepted

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

5. d) Cllr Oliver pecuniary interest - submitted a quote.

6. a) Cllr Chivers pecuniary interest - planning application.

### 3. To Approve the Minutes and Decisions from the meeting held on 10<sup>th</sup> November 2020

[The Minutes from the meeting held on 10th November 2020 were confirmed unanimously as a true and accurate record.](#)

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

None

Signed:

Date:

## 5. Finance

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

Councillors agreed unanimously the Reports and the following Expenditure

Date	Details	Income	Amount
		None	
		<b>Total</b>	£ -
		<b>Expenditure</b>	
10/11/2020	100801	Clerk's Backpay from April-September 2020	£ 64.48
19/11/2020	100802	EPS Signs - Millennium Meadow	£ 84.40
19/11/2020	100803	Matthew Jones - Bus Shelter	£ 4,925.00
30/11/2020	S/O	Clerk's Salary - November	£ 185.14
08/12/2020	100804	Mr D Coates - Bus Shelter	£ 150.00
08/12/2020	100805	Clerk's Expenses	£ 71.02
29/12/2021	S/O	Clerk's Salary - December	£ 185.14
12/01/2021	100806	Clerk's Expenses December - January & Salary adjustment	£ 70.12
		<b>Total</b>	£ 5,735.30

### b) Precept 2021-22

Cllrs noted the precept request was submitted on 6<sup>th</sup> January 2021.

### c) Bus Shelter Timetable Case Sale

The parishioner has now decided he does not wish to purchase the case. Cllrs agree to install the case in the new bus/play area shelter.

### d) To Consider Bus/Play Area Shelter Landscaping Quotes

Cllr Oliver – declared a pecuniary interest and did not comment or vote.

*Four landscape companies were contacted for quotes (three received) which were anonymised before circulation to Cllrs for discussion and consideration. An outside bench and flowerbox to be considered at a later date. The Clerk will apply for grants.*

Councillors agreed unanimously to award the contract to ADN surfacing contractors from Ditchingham for £1,586.00.

## 6. Planning Applications and Decisions

Cllrs noted the following and no comments made:

### Applications

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

Cllr Chivers – declared a pecuniary interest (homeowner).

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: Pending Consideration

#### 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. The remaining third of the current building will be retained for agricultural use. Within the two thirds that will become a visitor amenity the proposed development will include the installation of toilets and showers, a large general-purpose space for workshops and indoor activity when weather is inclement and a kitchen / food storage area. On the adjacent paddock we are seeking a site licence for a small-scale tent only campsite with no electric hookup, for a

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Date:

maximum of ten pitches.

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

- c) **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)

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

9 The Street Cratfield Suffolk IP19 0BS

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

## Decisions

- e) **Non-Material Amendment of DC/19/4432/FUL**

Conversion of outbuilding to outdoor kitchen, conversion of outbuilding to annexe and erection of greenhouse. New carport to front. Replacement windows - Reduction in size and alterations to greenhouse.

Old Hall Farm North Green Cratfield Suffolk IP19 0DS

Ref. No: DC/20/4240/AME | Validated: Tue 27 Oct 2020 | Status: Permitted

- f) **Listed Building Consent - Proposed porch and window replacement**

School View Cottage School Corner Cratfield Halesworth Suffolk IP19 0BN

Ref. No: DC/20/3396/LBC | Validated: Mon 07 Sep 2020 | Status: Permitted

## 7. Village Matters

- a) **Play Area Maintenance**

- New Bus/Play Area Shelter – update

Cllrs discussed the completed work and asked the Clerk to enquire if the woodwork needs a preservative. Action: Clerk

- b) **Village Maintenance**

Cllrs reported that many of the directional signposts in the village are damaged and falling apart. A Bounce-back grant was suggested to buy replacement and the Clerk will investigate. Action: Clerk

- c) **Village Matters**

- Neighbourhood Watch c/f

- d) **Millennium Meadow**

- Boundary signs received and will soon be in place.

- e) **Flooding Manse Lane/Tongs Lane Issues – update**

A meeting is scheduled for the 13<sup>th</sup> January 2021 with SCC Highways Engineer and Cllrs to discuss the extensive flooding in Manse Lane and to look at issues in Tongs Lane.

- f) **Village Sign Maintenance – c/f**

## 8. Correspondence (*emails are circulated as received*)

Clerks and Councils Directs Magazine and Cllrs asked if PDF copies could be circulated.

Action: Clerk

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

Cllrs noted the Clerk attended a SALC Networking Zoom event on 11<sup>th</sup> December 2020.

## 10. Items for next Agenda

- a) Broadband Issues and Rollout – Cllr Burroughes

Signed:

Date:

**11. To confirm the Next Meeting Dates:**

- Tuesday 9th March 2021 at 7.30pm
- 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

*The meeting ended at 8.47pm*

DRAFT

Signed:

Date: