

Cratfield Parish Council

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PARISH COUNCIL MEETING

held by Zoom on

8th September 2020 at 7.30pm

Attended: Lotty Barbour (Chair), Richard Chivers (Vice Chair), Chris Mobbs, Peter Baker, 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

Not present, report sent:

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

MINUTES

Cllr Chivers Chaired the meeting

1. To consider Apologies for Absence

Cllr Oliver and Cllr Pritchard – apologies accepted

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

None

3. Minutes

The Minutes and Decisions from the meetings held on 10th March 2020, 7th May 2020, 19th May 2020 and 14th July 2020 were confirmed unanimously as a true and accurate record by Councillors who attended the meetings.

The approved minutes to be signed at the next proper meeting

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

None

5. Finance

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

Councillors agreed unanimously the Reports and the following Income and Expenditure.

The cheques will be posted to the Chair & a Cllr to sign.

Signed:

Date:

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Date	Details	Income	Amount
		none	
		Expenditure	
14/07/2020	100794	Void - lost in post	
14/07/2020	100795	Void - lost in post	
28/07/2020	S/O	Clerk's Salary - July	£ 185.14
28/08/2020	S/O	Clerk's Salary - August	£ 185.14
08/09/2020	100796	Clerk's Expenses August-September	£ 23.60
08/09/2020	100797	CAS Insurance TBC	£ 299.78
17/09/2020	100798	Playbark - Rubber Chippings	£ 1,196.02
17/09/2020	100799	Clerk's Expenses June-July	£ 30.00
		Total	£ 1,919.68

b) Bus Shelter Timetable Case

The Clerk informed she had emailed the parishioner accepting his offer, but not heard from him. Cllrs asked her to email again.

Action: Clerk

c) Zoom Subscription

The Clerk advised the Zoom pro subscription costs £14.39 per month, which is £3.60 for each of her PC's. The subscription can be cancelled once proper meetings start again.

Councillors agreed unanimously the Zoom subscription charge as advised.

6. Planning Applications and Decisions

Cllrs noted the following:

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

b) 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

a) 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/19/4432/FUL & Ref. No: DC/19/4446/LBC | Received: Tue 12 Nov 2019

Status: Permitted

7. Village Matters

a) Play Area Maintenance

- New Bus/Play Area Shelter

The builder plans to start building this month and the play area will be closed whilst building work is going on. Cllr Baker requested closed signs for the gate (Clerk to make) and advised he would put a notice in the Parish magazine. The large gate has been repaired for easy access

Signed:

Date:

and Cllr Baker has a spare key. Cllr Steward will arrange for the refurbished notice board and the bus timetable case to be removed before building work starts on the bus shelter.

Action: Cllr Baker, Cllr Steward & Clerk

- Play Equipment Annual Inspection
Scheduled for September.

b) Village Maintenance

A Cllr has been placing 'Clear Up after your Dogs' signs in problem areas around the village.

c) Village Matters

- Neighbourhood Watch

Attempted dog theft in the village.

- Dog fouling in Tongs Lane, notice to be placed in the parish magazine.

Action: Clerk

d) Allotments update

All the allotments are now let and annual rent invoices will be sent out this month.

e) Millennium Meadow

- Management Plan update

Cllrs gave thanks to Mr. Steward for cutting paths and blackthorn and maintaining the meadow for parishioners' enjoyment.

- To consider information/warning notices for boundary between the Millennium Meadow and the agricultural allotments.

Councillors agreed to order 6 x A3 signs and Cllr Steward to supply wording.

f) Flooding Manse Lane

No progression – Clerk to contact County Councillor.

Action: Clerk

g) Village Sign Maintenance

Clerk to contact a parishioner re maintenance.

Action: Clerk

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

a) Laxfield Neighbourhood Development Plan

Consultation under Reg' 16 of the Neighbourhood Planning (General) Regulations 2012. From 17 August 2020 a formal eight-week public consultation on the submission draft Laxfield Neighbourhood Plan. Written representation is invited during that period which will close at 4:00pm on 12 October 2020. Cllrs did not add any comments.

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

a) Website Accessibility (*Council websites that were published before 23 September 2018 need to comply with the Government's accessibility regulations by 23 September 2020*)

The Website Accessibility training was cancelled due to Coronavirus and the Clerk has completed online training, updated and checked the website with WAVE Web Accessibility Evaluation Tool and added the Website Accessibility statement as recommended by SALC. To the best of her knowledge CPC is now compliant. Cllrs thanked the Clerk for her efforts.

b) Gothic Cottage

The area surrounding the cottage is very overgrown and rats have been reported. The Clerk was asked to contact Environmental Health.

Action: Clerk

10. Items for next Agenda

None

Signed:

Date:

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11. To confirm next meeting dates:

- 10th November 2020 at 7.15pm

The meeting ended at 8.30pm

Signed:

Date: