

Cratfield Parish Council

PARISH COUNCIL MEETING

Cratfield Village Hall

Tuesday 9th January 2024 at 7.30 pm

Councillors Present: Lotty Barbour (Chair), Tim Ackerley, Dan Elford, Caroline Marfleet & Chris Mobbs

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: District Councillor Julia Ewart

A. Public Forum - For Members of the Public

None present

B. County & District Councillor Reports

County Councillor Stephen Burroughes was unable to attend but sent a report:

<http://cratfield.onesuffolk.net/cratfield-parish-council/minutes/2024>

District Councillor Julia Ewart gave a verbal report and answered questions. Main points:

- The recent flooding in Cratfield and neighbouring villages.
- Sizewell C and the correct routes for works traffic.
- Damaged signposts in Cratfield and requested the Clerk to send a list.

Action: Clerk

MINUTES

1. To Approve Apologies for Absence

[Apologies were received and accepted from Cllr Chivers and Cllr McDonald.](#)

2. To Record Declarations of Interests and to Consider Requests for Dispensation

None

3. To Approve the Minutes from the Meeting held on 14th November 2023

[The Minutes from the Meeting held on 14th November 2023 were confirmed unanimously as a true and accurate record and signed by the Chair.](#)

4. Finance

a) To Receive the Financial & Budget Reports and Approve Income & Expenditure

The Chair signed the latest bank statement.

[Councillors resolved to approve the following Receipts and Expenditure:](#)

| DATE | REF. | DETAILS | RECEIPTS | EXPENDITURE |
|------------|--------|--|------------|-------------------|
| 12/11/2023 | 100861 | £500 Transferred to Unity Trust Bank - new account | | |
| 12/11/2024 | 100862 | East of England Trust - Grant for Responder Kit | | £ 200.00 |
| 28/11/2023 | S/O | Clerk's Salary - November | | £ 216.67 |
| 28/12/2023 | S/O | Clerk's Salary - December | | £ 234.00 |
| 09/01/2024 | 1 | Clerk's Expenses December & January | | £ 24.00 |
| | | Total | £ - | £ 674.67 |
| | | Reserves | | |
| | | General Reserves | | £ 3,472.35 |
| | | Restricted Reserves | | £ 4,789.60 |
| | | Total Funds | | £ 8,261.95 |

Signed:

Date:

Cratfield Parish Council

b) The Bank Accounts – update

The Clerk confirmed the new Unity Trust Bank Account has been opened successfully.

c) To Consider a Unity Trust Bank Instant Access Savings Account

Councillors resolved unanimously to open a Unity Trust Bank Instant Access Savings Account. **Action: Clerk**

5. Planning Applications and Decisions

Applications

a) Planning 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

Councillors resolved to OBJECT to this planning application and made the following comments:

1. The two metal storage containers are too close and detrimental to Holly Tree Farmhouse a Grade II listed building.

2. Planning Application supporting statement 1.1 states:

‘The containers have been used for storage purposes in association with the existing agricultural holding’.

Holly Tree Farmhouse is not an existing agricultural holding and has not been for many years.

3. Metal storage containers are not in keeping with Cratfield a small rural village.

Action: Clerk

b) 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: Awaiting decision

Councillors did not comment on this planning application.

c) 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

Status: Pending Consideration

Councillors resolved to SUPPORT this planning application.

Decisions

None

6. To Approve the Biodiversity Policy and Action Plan

Councillors approved the Biodiversity Policy and Action Plan and agreed Cllr Ackerley to add further information.

Action: TA/Clerk

7. Village Matters

a) Manse Lane Flooding

The Clerk confirmed she had reported the Manse Lane Flooding to SCC Highways who informed:

‘The ditches along the road are full so that the water can’t get away from the road so it would appear to be an issue with the ditches that do not appear to be within the extent of Highway so we would normally assume that they are part of the adjacent properties and therefore, under Riparian Law, theirs to maintain.’

b) Play Area Maintenance

- Hedge & Grounds Maintenance – update

The Play Area hedge should be cut before March.

Signed:

Date:

Cratfield Parish Council

c) Millenium Meadow

- Oak Tree – c/f
- Millenium Meadow Tree Survey – c/f

Action: Clerk

Action: Clerk

d) Village Maintenance

- Village Sign Access Gate – c/f

e) SCC Footpath Leaflet/Map – c/f

f) Footpath Issues

None

g) Village Hall Committee Representative Report

Cllr Marfleet agreed to speak to the Village Hall Committee re the heating and she would plan another CPR training event.

8. Correspondence

- a) Bungay Community First Responders Grant – thank you email

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

None

10. Items for the Next Agenda

- a) End of Year Finances
- b) Grants
- c) Policies Review

11. To Confirm the Meeting Dates

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

The meeting ended at 8.35 pm

Signed:

Date: