

# Cratfield Parish Council

## PARISH COUNCIL MEETING *Cratfield Village Hall* Tuesday 12<sup>th</sup> July 2022 at 7.30pm

### Councillors Present

Lotty Barbour (Chair), Richard Chivers (Vice Chair), Dan Elford, Adrian McDonald, Chris Mobbs.

**Mid-Summer Madness Event Coordinator** Tim Ackerly

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

**Also Present:**

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

None

### B. County & District Councillor Reports

Cllr Stephen Burroughes sent apologies and a report: On CPC's website:

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

## MINUTES

### 1. To consider Apologies for Absence

Apologies were received and accepted from Cllr Pritchard.

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

Cllr McDonald declared a non-pecuniary interest in item 10.g) as an allotment holder.

### 3. To Approve the Minutes from the Meeting held on 10<sup>th</sup> May 2022

The Minutes from the meeting held on 10th May 2022 were confirmed unanimously as a true and accurate record and signed by the Chair.

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

None

### 5. Finance

#### a) To Appoint the Internal Auditor for 2022-23 – c/f

#### b) To receive the Financial & Budget Reports and Approve Income & Expenditure

Councillors resolved unanimously to approve the following Receipts and Expenditure.

DATE	REF.	DETAILS	INCOME	EXPENDITURE
10/05/2022	100833	Everything Branded - Jubilee Mugs		£ 229.44
28/05/2022	S/O	Clerk's Salary - May		£ 199.29
22/05/2022	S/O	ICO - Data Protection		£ 35.00
28/06/2022	S/O	Clerk's Salary - June		£ 199.29
12/07/2022	100832	Clerk's Expenses June & July		£ 20.00
		<b>Total</b>	£ -	£ 683.02

Signed:

Date:

# Cratfield Parish Council

## 6. Planning Applications and Decisions

Cllrs noted the following:

### Applications

#### a) Garage Conversion to Form Study

Homeland Bell Green Cratfield Halesworth Suffolk IP19 0BL

Ref. No: DC/22/2206/FUL | Status: Awaiting decision (*comments closed*)

#### b) Certificate of Lawful Use (Existing) - Use of building as a single dwelling house

Barn Studio Larters Farm Spong Lane Cratfield Halesworth Suffolk IP19 0DP

Ref. No: DC/22/1664/CLE | Status: Awaiting decision (*comments closed*)

#### c) Various Internal Work to Farmhouse

Swan Green Farmhouse Swan Green Cratfield Suffolk IP19 0QQ

Ref. DC/21/4694/FUL | Status: Awaiting decision (*comments closed*)

#### d) Conversion of Redundant Barn to Residential Annexe for The Barn

The Barn Town Farm North Green Road Cratfield Suffolk IP19 0QL

Ref. DC/21/4022/FUL | Status: Awaiting decision (*comments closed*)

### Decisions

#### e) Conversion of existing cart shed to single unit of holiday accommodation and all associated works.

Holly Tree Barns Bell Green Cratfield Suffolk IP19 0DN

Ref. No: DC/22/1147/FUL | Status: permitted

#### f) Prior Notification (Agricultural) - Grainstore for storage of harvested crops

Cratfield Hall North Green Cratfield Halesworth Suffolk IP19 0DR

Ref. No: DC/22/1568/AGO | Status: Prior Approval Not Required

#### g) Permission to erect a Giant Hat Tipi

A temporary canvas structure on the Fire and Feast meadow adjacent to the south west corner of the converted Fire and Feast Barn (DC204359). White House Farm Swan Green Lane Cratfield Halesworth Suffolk IP19 0QF

Ref. No: DC/22/1185/FUL | Status: Permitted

#### h) Erection of detached dwelling utilising existing access to Bell View Farm Outline Application (Some Matters Reserved)

Bell View Farm Manse Lane Cratfield Suffolk IP19 0DD

Ref. No: DC/22/0855/OUT | Status: Refused

#### i) Holly Tree Barns Bell Green Cratfield Suffolk IP19 0DN

Proposal Change of use of land to provide holiday accommodation consisting two glamping pods and all associated works.

Ref. DC/21/5324/FUL | Status Permitted

### Other Planning

#### j) East Suffolk Council Consultation on Small Scale Housing in the Countryside

*ESC is inviting comments on a new planning document which provides guidance on the development of small-scale housing, of up to five dwellings, in the countryside (ends 5th August 2022).*

[Councillors discussed and agreed unanimously 'No Comment' to this Consultation.](#)

Signed:

Date:

# Cratfield Parish Council

- k) **Proposed diversion of part of Cratfield Public Footpath No. 34 - Highways Act 1980 Section 119**

Councillors supported the diversion of part of Cratfield Public Footpath No. 34.

- l) **Holly Tree Barns**

Cllrs were informed a ditch had been filled in and a large stretch of hedge removed to create a new entrance at Holly Tree Barns, which they could not recall on the planning applications.

Clerk to report to ESC

**7. The Queen's Platinum Jubilee - update**

Many parishioners enjoyed the afternoon tea, evening BBQ and live music at the village hall. A grant was received from Heveningham Hall County Fair Trust to support the event and CPC purchased Jubilee Mugs for the children.

**8. Town Estate Trustee**

Councillors elected Cllr Elford to be a Town Estate Trustee.

Clerk to inform the Town Estate Trust

**9. Mid-Summer Madness Event 23<sup>rd</sup> July 2022 - Committee update**

Mr Ackerly gave an update of plans for the event and informed the grass had been cut and will be tidied before the event. A music and alcohol licence had been applied for and a first aider will be in attendance, but Covid was a concern.

The Clerk has informed CPC's insurance company of the event and requested any risk assessments/paperwork to be completed. Paperwork to be forwarded to Mr Ackerly.

Action: Clerk

**10. Village Matters**

- a) **Play Area Maintenance**

Cllr McDonald the play equipment inspector gave an update on the play area and more rubber chippings have been purchased and will be in place soon.

- b) **Village Maintenance**

It was reported the 30mph sign at Manse Lane/Tongs Lane junction is in a poor condition. The Clerk advised she had previously reported to ESC all the signs in Cratfield as they all are in a poor condition.

Clerk to report

- c) **Village Matters**

- Neighbourhood Watch – *no update*

- d) **SCC Footpath Leaflet/Map – c/f**

- e) **Village Hall Committee Representative Report**

No meeting has been held.

- f) **To Consider Updating Cratfield's Village Plan/Neighbourhood Plan**

Cllrs discussed and requested the Clerk to circulate the information again.

- g) **Allotment Water Supply**

Cllr McDonald declared a non-pecuniary interest as an allotment holder.

Cllrs discussed and asked the Clerk to obtain a quotation to reinstate the water supply.

Action: Clerk

- h) **Footpath Issues**

The Clerk informed she had reported to ESC two footpath issues in the village.

Signed:

Date:

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

- a) Clerks and Councils Direct Magazine

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

Cllrs discussed a future Litterpick in the village, Quiet Lanes and the defibrillator's registration on the British Heart Foundation website (the defibrillator is already registered on The Circuit – The National Defibrillator Network who are partners with the British Heart Foundation).

Clerk to forward information to Cllrs

## **13. Items for next Agenda**

None

## **14. To Confirm the Meeting Dates**

- Tuesday 13<sup>th</sup> September 2022 at 7.30pm
- Tuesday 8<sup>th</sup> November 2022 at 7.30pm

*The meeting ended at 8.55pm*

Signed:

Date: