

Cratfield Parish Council

PARISH COUNCIL MEETING

Cratfield Village Hall

Tuesday 9th July 2024 at 7.30 pm

Councillors Present: Lotty Barbour (Chair), Richard Chivers (Vice Chair), Tim Ackerley, Dan Elford, Caroline Marfleet
Adrian McDonald & Chris Mobbs

Clerk/Responsible Financial Officer (RFO): 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 sent apologies.

District Councillor Julia Ewart sent a report and gave a verbal update. Full report:

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

MINUTES

1. To Approve Apologies for Absence

None

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

None

3. To Approve the Minutes from the Meeting held on 14th May and 29th May 2024

[The Minutes from the Meeting held on 14th May and 29th May 2024 were confirmed unanimously as a true and accurate record and signed by the Chair.](#)

4. Finance

a) The Internal Auditor's Report for 2023/24 – update

Cllrs noted that the corrections as reported at the last meeting, have now been made to the Internal Auditor's Report for 2023/24.

b) Certificate of Exemption from a Limited Assurance Review – update

The RFO advised that the Certificate of Exemption from a Limited Assurance Review has been sent to the External Auditors. They will respond in due course.

c) To Appoint the Internal Auditor for 2024-25 – update

[Councillors Approved the Appointment of an Independent Internal Auditor Mr Peter Strange for 2024-25.](#)

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

[Councillors Resolved to Approve the following Receipts and Expenditure:](#)

Signed:

Date:

Cratfield Parish Council

DATE	REF.	DETAILS	RECEIPTS	EXPENDITURE
21/05/2024	3	ICO - Data Protection		£ 35.00
28/05/2024	S/O	Clerk's Salary - May		£ 234.00
11/06/2024	Transfer	Barclays Balance (accounts are now closed)	£ 7.04	
28/06/2024	S/O	Clerk's Salary - June		£ 234.00
30/06/2024	D/D	Bank Service Charge		£ 18.00
09/07/2024	4	SALC - Internal Audit		£ 212.40
09/07/2024	5	Clerk's Expenses June & July		£ 24.00
09/07/2024	6	The Royal British Legion - Donation		£ 25.00
		Total	£ 7.04	£ 782.40
		Reserves		
		General Reserves		£ 5,475.08
		Restricted Reserves		£ 4,806.70
		Total Funds		£ 10,281.78

e) To Consider Play Area Maintenance - Rubber Chippings Quotations

Cllrs discussed the rubber chippings quotations and asked the Clerk to obtain some quotations for matting or alternatives for under the play equipment. Cllr McDonald agreed to measure the area. **Action: AM**

f) To Consider a Poppy Wreath for Remembrance Sunday

Councillors Resolved to give a donation of £25.00 to The Royal British Legion instead of purchasing another Poppy Wreath.

5. Planning Applications and Decisions

Cllrs noted the following:

Applications

None

Decisions

a) Installation of New Sewage Treatment Plant

Spong Farm Spong Lane Cratfield Halesworth Suffolk IP19 0DP

Ref. No: BC/24/1098/FP | Received date: Thu 20 Jun 2024 | Status: Approval | Case Type: Building Control Application

b) Planning reference: DC/24/1348/FUL

Proposal: Extension to agricultural workers dwelling

Site address: Cherry Trees Bungalow , North Green, Cratfield, Halesworth, IP19 0DR

Consultation letter expiry date: 21 May 2024

Status: Permitted

c) 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: Appeal Successful and Planning Permission Granted

Signed:

Date:

Cratfield Parish Council

6. Village Matters

a) Play Area Maintenance

Cllr McDonald reported the play areas hedges were getting overgrown and weeds were growing through the chippings.

b) Millenium Meadow

Cllr Ackerley reported that the grass had been mown and removed. The bushes will be trimmed back in the autumn and a dead Ash tree needs to be removed.

Action: TA/DE

c) Village Maintenance

- Church Layby Pothole

Cllr Mobbs informed that the pothole has now been filled.

d) Tongs Lane

Cllrs advised that motorbikes have been regularly riding up and down Tongs Lane and a Landrover. Cllrs discussed and asked the Clerk to contact the County Councillor to request an 'No Vehicle Access' sign.

Action: Clerk

e) Village Paths & Hedges – c/f

Cllr Ackerley to review the overgrown paths & hedges in the autumn and place a notice in 'Cratfield News' the parish magazine.

f) SCC Footpath Leaflet/Map – c/f

g) Footpath Issues

None reported.

h) Village Hall Committee Representative Report

Cllr Marfleet gave a verbal report of recent activities and advised that the next 'Pop-Up Pub' and a barbeque in the village hall will be held on 2nd August 2024.

7. Correspondence

a) Fly-tipping/GDPR

Cllr Ackerley informed that he had been advised CPC had reported fly-tipping on the allotment track. This statement was incorrect; CPC has not done so.

b) General Datta Protection Regulations

GDPR was discussed, including the Clerk's emails and data retention. Cllr McDonald provided some interesting information regarding GDPR legislation.

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

None

9. Items for the Next Agenda

None

10. To Confirm the Meeting Dates

a) Tuesday 10th September 2024 at 7.30 pm

b) Tuesday 12th November 2024 at 7.30 pm

The meeting ended at 8.25 pm

Signed:

Date: