

Cratfield Parish Council

PARISH COUNCIL MEETING

Cratfield Village Hall

Tuesday 14th March 2023 at 7.30pm

Councillors Present

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

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: County & District Councillor Stephen Burroughes, Julia Ewart and three parishioners

A. Public Forum – for Members of the Public

- Parishioners spoke of their concerns for the planning application appeal for Bell View Farm, Manse Lane, Cratfield, Suffolk.
- Julia Ewart introduced herself as a potential Kelsale and Yoxford District Councillor candidate for the up-and-coming local May election.

B. County & District Councillor Reports

Cllr Stephen Burroughes gave a verbal report, main points:

- Suffolk County Council budget for 2023-24 has been set at 3.9%.
- Extra support for child and adult services, there are 1,000 children in care in Suffolk.
- Milestone Infrastructure has been awarded Suffolk's new highways services for the next 20 years.
- Only the statutory signs in the area are going to be replaced.

Cllr Burroughes informed he would not be standing for District Councillor at the May election, but would continue as the County Councillor. The Chair and Cllrs gave thanks for his support over the years as District Councillor.

MINUTES

1. To consider 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 10th January 2023

The Minutes from the meeting held on 10th January 2023 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 receive the Financial & Budget Reports and Approve Income & Expenditure

Councillors resolved unanimously to approve the following Receipts and Expenditure.

Signed:

Date:

Cratfield Parish Council

DATE	REF.	DETAILS	INCOME	EXPENDITURE
28/01/2023	S/O	Clerk's Salary - January		216.67
28/02/2023	S/O	Clerk's Salary - February		216.67
14/03/2023	100843	Clerk's Expenses February & March		59.99
14/03/2023	100844	Village Hall Hire		70.00
14/03/2023	100845	East Anglian Air Ambulance Grant		300.00
28/03/2023	S/O	Clerk's Salary - March		216.67
		Total	£ -	£ 1,080.00

b) To Consider Grants & Donation

Councillors agreed unanimously to award East Anglian Air Ambulance a S137 grant of £300.00.

c) To Consider General Reserves

Councillors considered the General Reserves and agreed to vire £600.00 to the Play Area Reserve.

d) To Consider a King's Coronation Village Sign Plaque & Event

Councillors agreed unanimously to purchase a King's Coronation Plaque for the village sign and not organise a Coronation event.

e) Suffolk Association of Local Councils Internal Audit 2022-23

The Clerk advised the internal audit had been booked for early May before the meeting.

f) Village Staging

The ownership of the staging is an ongoing issue.

g) New Dog Waste Bin at Swan Green

Cllr Chivers will be putting the bin in place soon.

Action: Cllr Chivers

6. Planning Applications and Decisions

Applications

a) Reference DC/23/0493/FUL

Proposal: Construction of 1 x No. Single Storey Dwelling

Site address: Silverleys Barn, Silverleys Green, Cratfield, Halesworth, Suffolk IP19 0QJ

Status: Awaiting decision (*comments open*)

Councillors resolved to Object to this application with comments.

The comments are on East Suffolk Council's website: <https://publicaccess.eastsuffolk.gov.uk/online-applications>.

b) Reference: DC/22/0855/OUT

Appeal for Site at: Bell View Farm, Manse Lane, Cratfield, Suffolk

An appeal has been made to the Secretary of State against the decision of East Suffolk Council* to refuse planning permission for Outline Application (Some Matters Reserved) - Erection of detached dwelling utilising existing access to Bell View Farm.

Status: Awaiting decision

Councillors resolved to Object to this application with comments.

The comments were sent directly to The Planning Inspectorate at appeals@eastsuffolk.gov.uk

c) Reference: DC/21/4022/FUL

Conversion of Redundant Barn to Residential to be used as an Annexe for The Barn

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

Status: Awaiting decision (*comments closed*)

Councillors agreed at the 9th November 2021 Meeting to support this application.

Signed:

Date:

Cratfield Parish Council

Decisions

Cllrs noted the following:

- a) **Listed Building Consent - Change of design for replacement windows and fitting secondary glazing**
Swan Green Farmhouse Swan Green Cratfield Halesworth Suffolk IP19 0QQ
Ref. No: DC/23/0109/LBC | Validated: Wed 11 Jan 2023 | Status: Permitted
- b) **Planning application reference: DC/22/0855/OUT**
Erection of detached dwelling utilising existing access to Bell View Farm.
Status: Refused
- c) **Reference: DC/22/4784/FUL**
Construct Entrance Gates at The Site Entrance
Swan Green Farmhouse Swan Green Cratfield Halesworth Suffolk IP19 0QQ
Application Received | Tue 06 Dec 2022
Status: Application Permitted
- d) **Reference: DC/22/3204/FUL**
Change of Use of Redundant Cart Shed to Single Dwelling and All Associated Works
Holly Tree Barns Bell Green Cratfield Suffolk IP19 0DN. Validated: Thu 11 Aug 2022
Status: Application Refused

7. Statutory Documents and Policies Annual Review

Councillors resolved to adopted the following Statutory Documents and Policies:

- a) **Allotment Tenancy Policy**
- b) **Asset Register - updated**
- c) **Current Code of Conduct Policy – to 4th May 2023**
- d) **New Local Government Association's Code of Conduct Policy – from 5th May 2023**
- e) **Financial Regulations Policy**
- f) **Data Protection Regulations Policy**
- g) **Freedom of Information & Publication Scheme Policy**
- h) **Internal Control Statement**
- i) **Parish Council Risk Assessment – amend handbells location**
- j) **Planning Procedure Policy**
- k) **Play Area and Millennium Meadow Policy**
- l) **Scheme of Delegation**
- m) **Standing Orders Policy**

Action: Clerk

8. Village Matters

- a) **Play Area Maintenance**
 - Rubber Chippings still to be put in place.
 - Brambles near the slide need cutting back.
- b) **Village Maintenance**
Cllrs informed the potholes around the village have been marked for repair.
- c) **SCC Footpath Leaflet/Map – c/f**
- d) **Footpath Issues**
None reported
- e) **Defibrillator Training – c/f**
Cllrs asked if first aid could be included with the defibrillator training.

Action: Cllr Mobbs
Action: Clerk

Signed:

Date:

Cratfield Parish Council

f) Village Hall Committee Representative – update

Cllr Marfleet informed of the King's Coronation event on the first Friday of May.

g) Easter Litter Pick - Good Friday 7th April 2023 4-6pm before the Pop-up pub

Cllr Chivers to purchase some Easter Eggs for children who litter pick.

Action: Cllr Chivers

h) Narcissus Offer from East Suffolk Council

Councillors agreed to request 2 free sacks of 500 Daffodils bulbs for planting in the Play Area, Millenium Meadow and Tongs Lane.

9. Correspondence (emails are circulated as received)

None

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

a) Website Statistics 2022

The Clerk informed in 2022 there were:

- 954 Users
- 1,291 Sessions
- 2,606 Page Views

b) To Note the Parish Election on Thursday 4th May 2023

Nomination Papers must be with East Suffolk Council by Tuesday 4th April 2023

c) Oak Tree

Cllrs informed the Oak tree planted for The Queen's Platinum Jubilee in Millenium Meadow has died.

The Chair agreed to source a replacement for autumn planting.

Action: Chair

11. Items for the Next Agenda

None

12. To Confirm the Meeting Dates

- Tuesday 23rd May 2023 at 7.30pm – *Annual Parish Meeting & Annual Parish Council Meeting*
- Tuesday 11th July 2023 at 7.30pm
- Tuesday 12th September 2023 at 7.30pm
- Tuesday 14th November 2023 at 7.30pm

The meeting ended at 8.55pm

Signed:

Date: