

Cratfield Parish Council

PARISH COUNCIL MEETING

Cratfield Village Hall

Tuesday 27th September 2022 at 7.30pm

Councillors Present

Lotty Barbour (Chair), Richard Chivers (Vice Chair), Adrian McDonald, Chris Mobbs, Amy Pritchard.

Clerk/Responsible Financial Officer: Sally Chapman

Mid-Summer Madness Event Coordinator: Tim Ackerly

Also Present: One parishioner

A. Public Forum – for Members of the Public

Mr Tim Ackerly spoke to Cllrs regarding a grant to purchase staging for Cratfield's Christmas events, plays, Mid-Summer Madness and Church events. The amount requested was £2,500 from the Heveningham Hall Country Fair Trust. Cllrs were very supportive of the request, but unfortunately a grant or an invitation to apply for a grant has not been received from HHCFT. Cllrs suggested Mr Ackerly write directly to HHCFT with his request and the PC would support his application.

The Clerk informed for PC grant requests, the applicant must inform the Clerk and the request must be on the agenda which is published 3 clear working days before the meeting, otherwise it cannot be considered at the meeting.

B. County & District Councillor Reports

Cllr Stephen Burroughes sent apologies and reports 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 Elford.

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

Cllr McDonald declared a pecuniary interest in 6.e) as an allotment holder.

3. To Approve the Minutes from the Meeting held on 12th July 2022

The Minutes from the meeting held on 12th July 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. To consider Co-option to fill the Casual Vacancy

Dr Caroline Marfleet stood for co-option and gave a brief résumé.

Signed:

Date:

Cratfield Parish Council

Councillors resolved unanimously to co-opt Dr Caroline Marfleet onto the Council and gave her a warm welcome.

Dr Marfleet signed the Acceptance of Office document and joined the meeting.

6. Finance

a) To Appoint the Internal Auditor for 2022-23

The current Internal Auditor will advise before the new year if he will continue in 2023.

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
28/07/2022	S/O	Clerk's Salary - July		199.29
28/08/2022	S/O	Clerk's Salary - August		199.29
13/09/2022	100835	Clerk's Expenses August-September		36.00
		Total	£ -	£ 434.58

c) To Consider Opting Out of the Smaller Authorities' Audit Appointments External Audit Appointment Arrangement– 5-year period

Councillors agreed to continue with the current Smaller Authorities' Audit Appointments External Audit Appointment Arrangement for the next 5 years.

d) To Consider Insurance Quotations

Councillors considered the three insurance quotations and resolved to insure with BHIB Council Insurance for the next 3 years at £332.96 per annum.

e) Allotment Water Supply Quotation

Cllr MacDonald did not vote as he is an allotment holder.

Cllrs discussed the following quotations to supply water to the allotments:

- Essex & Suffolk Water £1851 connection charge with a 15% variance
- Plumber quotation for standpipe, materials and labour £1,200
- A trench from the road to the allotments would also need to be dug 760mm deep and sand/posts supplied etc., this has not been costed.

Councillors agreed the cost of £3051 + 15% variance to supply 8 allotments (presuming all allotment holders would want water) is not a viable or an affordable project.

It was noted CPC has already supplied a water bowser at the allotments and allotment holders could ask nearby householders to fill the bowser and purchase water from them to use on their allotments.

f) To Consider a Dog Waste Bin at Swan Green

The Clerk advised she has been promised a grant from County Councillor Burroughes to purchase a dog bin (if required) and ESC would have to approve emptying it on their route.

Councillors resolved to supply a dog waste bin at Swan Green if ESC agrees to empty.

g) Commemorative Poppy Wreath

Councillors agreed to purchase a Poppy Wreath for 11th November Armistice Day.

7. Planning Applications and Decisions

Applications

a) Erection of 2 bay garage, gym and studio/home working space in place of extant permission for 2 bay garage

Signed:

Date:

Cratfield Parish Council

The Silver House, Silverleys Green, Cratfield, Halesworth, Suffolk, IP19 0QJ

Planning reference: DC/22/3403/FUL | Status: Awaiting decision.

Councillors resolved to OBJECT to this planning application at the 27th September 2022 meeting for the following reasons:

- The additional building is to be sited beside the neighbour's soakaway.
The Decision, Amendments & Compliance Notices Point 3 of the original planning decision DC/18/3647/FUL states:
In the event that contamination which has not already been identified to the Local Planning Authority (LPA) is found or suspected on the site it must be reported in writing immediately to the Local Planning Authority. Unless agreed in writing by the LPA no further development (including any construction, demolition, site clearance, removal of underground tanks and relic structures) shall take place until this condition has been complied with in its entirety.
Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.
- The Decision, Amendments & Compliance Notices Point 12 of the original planning decision DC/18/3647/FUL it states:
Before the access is first used clear visibility at a height of 0.6 metres above the carriageway level shall be provided and thereafter permanently maintained in that area between the nearside edge of the metalled carriageway and a line 2.4 metres from the nearside edge of the metalled carriageway at the centre line of the access point (X dimension) and a distance of 43 metres in each direction along the edge of the metalled carriageway from the centre of the access (Y dimension).
Reason: To ensure vehicles exiting the drive would have sufficient visibility to enter the public highway safely, and vehicles on the public highway would have sufficient warning of a vehicle emerging to take avoiding action.
The new building is higher than 0.6 metres and vehicles exiting the driveway onto the public highway would not have a clear vision.
- This new building is overdevelopment of an old site which was a worker's cottage and far bigger than the original footprint.
- The new building is of a vast size compared to other houses in the hamlet.

Cllrs noted the following (*comments closed*):

b) Change of Use of redundant cart shed to single dwelling and all associated works

Holly Tree Barns Bell Green Cratfield Suffolk IP19 0DN

Ref. No: DC/22/3204/FUL | Validated: Thu 11 Aug 2022 | Status: Awaiting decision

c) 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 | Validated: Mon 25 Apr 2022 | Status: Awaiting decision

d) Reference DC/21/4022/FUL

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

Proposal: Conversion of redundant barn to residential to be used as an annexe for The Barn

Status: Awaiting decision

Signed:

Date:

Cratfield Parish Council

Decisions

a) Reference DC/21/4694/FUL

Swan Green Farmhouse Swan Green Cratfield Suffolk IP19 0QQ
Proposal: Various internal work. Status | Status: Permitted

b) Garage Conversion to Form Study

Homeland Bell Green Cratfield Halesworth Suffolk IP19 0BL
Ref. No: DC/22/2206/FUL | Validated: Tue 31 May 2022 | Status: Permitted

c) Conversion of existing cart shed to single unit of holiday accommodation and works.

Holly Tree Barns Bell Green Cratfield Suffolk IP19 0DN
Ref. No: DC/22/1147/FUL | Validated: Mon 25 Apr 2022 | Status: Permitted

8. Mid-Summer Madness Event 23rd July 2022 - Committee

Mr Tim Ackerly advised the event was very successful with approximately 200 local people attending covering a wide age range. It was good weather, although too dry to light the firepit safely and the last-minute stand-in band/singers were very good and much appreciated. Mr Ackerly gave thanks to Mr Billy Crane who kindly cut and tidied the Millenium Meadow before the event. Cllrs were informed there was £20 profit and with donations £100 was received for Millenium Meadow's upkeep.

9. Village Matters

a) Play Area Maintenance

- Play Equipment Inspection

Cllrs noted the Play Equipment will have its full annual inspection October.

- Rubber Chippings

Cllrs agreed to put down the rubber chippings before the inspection.

Action: AM/CM

- Hedge

Cllr McDonald advised the play area hedge needs cutting and Cllr Pritchard said she would see if she can get it cut.

Action: AP

b) Village Maintenance

None

c) Village Matters

- Neighbourhood Watch

No issues reported.

d) SCC Footpath Leaflet/Map – c/f

e) Village Hall Committee Representative Report

Cllr Prichard reported there has been several events at the village hall, a photograph competition is coming up and the recent water issue has been sorted.

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

Cllrs discussed and agreed because of all the County Council's extensive requirements to produce a neighbourhood plan they would not pursue at this time.

g) Footpath Issues

- Tongs Lane

A Cllr reported dog fouling along Tongs Lane and asked the Clerk to put a notice in the parish magazine.

Action: Clerk

Signed:

Date:

Cratfield Parish Council

h) Defibrillator Battery and Update

A new battery has been purchased and fitted and the defibrillator will be recalled soon for a software update. Many thanks to Cllr Elford for maintaining the defibrillator.

i) Handbells New Location

The Clerk has been advised the handbells are now stored in the Cratfield's St. Mary's church vestry. For insurance purposes it was agreed to photograph the bells for the asset register record.

Action: CarolineM

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

a) Clerks and Councils Direct Magazine

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

None

12. Items for next Agenda

a) Budget 2023/24

13. To Confirm the next Meeting Date

- Tuesday 8th November 2022 at 7.30pm

The meeting ended at 8.45pm

Signed:

Date: