

# Cratfield Parish Council

## PARISH COUNCIL MEETING

*Cratfield Village Hall*

**Tuesday 12th September 2023 at 7.30 pm**

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

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

**Also Present:** County Councillor Stephen Burroughes and District Councillor Julia Ewart

**A. Public Forum - For Members of the Public**

None present

**B. County & District Councillor Reports**

**County Councillor Stephen Burroughes** gave an update on his report (Full report CPCs website: <http://cratfield.onesuffolk.net/cratfield-parish-council/minutes/2023>)

**District Councillor Julia Ewart** gave a verbal report including:

- The Suffolk bus strategy is being updated
- There is a new Police Community Support Officer (PCSOs)
- A new strategic plan for East Suffolk is being put together – full details to follow (*it provides the framework to deliver a huge range of vital services for our local communities*)

The Chair thanked Cllr Ewart for ESC grant to purchase Daffodils for the village.

## MINUTES

**1. To Approve Apologies for Absence**

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

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

None

**3. To Approve the Minutes from the Meeting held on 11<sup>th</sup> July 2023**

[The Minutes from the meeting held on 11th July 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**

The Chair signed the latest bank statement.

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

Signed:

Date:

# Cratfield Parish Council

DATE	REF.	DETAILS	INCOME	EXPENDITURE
28/07/2023	S/O	Clerk's Salary - July		£ 216.67
28/08/2023	S/O	Clerk's Salary - August		£ 216.67
12/09/2023	100850	VOID		£ -
12/09/2023	100851	ESC - Uncontested Election Fee		£ 78.54
12/09/2023	100852	Clerk's Expenses August & September		£ 24.00
12/09/2023	100853	BHIB Councils Insurance - 2nd year		£ 332.96
12/09/2023	100854	Royal British Legion Donation		£ 20.00
12/09/2023	100855	Eurogarden Imports Ltd - Daffodil Bulbs		£ 55.50
TBC	credit	ESC Daffodil Grant - Cllr J Ewart	£ 55.50	
		<b>Total</b>	<b>£ 55.50</b>	<b>£ 944.34</b>
		<b>Reserves</b>		
		General Reserves		£ 4,260.36
		Restricted Reserves		£ 4,711.06
		<b>Total Funds</b>		<b>£ 8,971.42</b>

- b) **To Note and Review the Insurance Renewal – Year 2 (3-Year Long Term Agreement)**  
[Councillors Reviewed and Approved the Insurance Renewal of £332.96.](#)

## 6. Planning Applications and Decisions

Cllrs noted and discussed the following:

### Applications

#### a) Variation of Condition(s) 3 of DC/21/4694/FUL

1. Extension to existing C20 extension, 2. Remove partition between Dining room and Hall, 3. Alterations to cross partition, 4. Raise first floor landing, 5. Cover second floor staircase and move bedroom door, 6. Remove attic cupboard, 7. Install under floor heating system, 8. Replace external windows 9. Replace external render and 10. Demolish outbuildings and construct new studio and guest accommodation - 3. Materials & Finishes

Swan Green Farmhouse Swan Green Cratfield Halesworth Suffolk IP19 0QQ

Ref. No: DC/23/2210/VOC | Received: Mon 05 Jun 2023 | Validated: Tue 15 Aug 2023

Status: Pending Consideration

[Councillors resolved NEUTRAL to this planning application after the Clerk checked some details.](#)

#### b) Install 2 no. Air source heat pumps

Swan Green Farmhouse Swan Green Cratfield Halesworth Suffolk IP19 0QQ

Ref. No: DC/23/2987/FUL | Received: Fri 28 Jul 2023 | Validated: Tue 15 Aug 2023

Status: Pending Consideration

[Councillors resolved NEUTRAL to 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.](#)

Signed:

Date:

# Cratfield Parish Council

**d) Reference: APP/X3540/W/22/3309813**

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

An appeal has been made to the Secretary of State by Mr and Mrs Sannick 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 (*comments closed*)

## Decisions

**e) 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: Refused

## 7. Village Matters

**a) Play Area Maintenance**

- Grounds Maintenance

Cllrs advised the hedge need cutting back and asked the Clerk to obtain a quotation.

Action: Clerk

- Annual Play Area Inspection

Booked for Mid-October.

**b) Millenium Meadow**

- Oak Tree

A replacement Jubilee Oak tree has been ordered and will be collected in the autumn.

**c) Village Maintenance**

- Village Sign Access Gate – c/f

**d) SCC Footpath Leaflet/Map – c/f**

**e) Footpath Issues**

The footpath signs in the middle of Tongs Lane are missing.

Action: Clerk

**f) Village Hall Committee Representative Report – c/f**

**g) Narcissus Offer from East Suffolk Council**

CPC has received a grant from District Councillor Ewart to purchase 25kg of Daffodil bulbs to be planted throughout the village.

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

**a) Cratfield Parish Records Book**

The Clerk circulated a very old Cratfield Parish Records Book from a former visitor to the area, now in the care of Cllr Mobbs.

**b) Recycling Area Complaint**

A parishioner emailed and complained about the condition of the recycling area. Cllr Ackerley has kindly tidied the area.

**c) Oak Tree adjacent to Meadowcroft Heveningham Road**

The Clerk has received an email and Google photographs from a gentleman who informed:

*This Oak was grown from an Acorn that was picked up by my family from the six Oaks that were felled in the Great Hurricane in 1987 in Seven Oaks Kent when we inspected the fallen Oaks.*

*It was pot planted and eventually replanted by the Farmer (William Barbour sadly deceased) and myself Jim Pritchard as a sapling about 10 feet tall. It was planted about a year before the Farmer died. I see now*

Signed:

Date:

# Cratfield Parish Council

*that it has grown to a splendid tree from the Google view in 2022. I was delighted to see that it has prospered in the area picked out by the farmer.*

Cllrs asked the Clerk to forward the information to the parish magazine and Cllr Chivers will photograph the tree now.

Action: RC/Clerk

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

### a) Defibrillator/ First Aid Training

Cllrs agreed a date of 25<sup>th</sup> October 2023 at 7.30 pm - TBC. Clerk to invite parishioners.

Action: Clerk

### b) Councillor 'In-House' Training

Cllrs agreed a date of 17<sup>th</sup> October 2023 at 7.30 pm - TBC. Clerk to invite other Councils.

Action: Clerk

## 10. Items for the Next Agenda

### a) Budget and Precept Setting

## 11. To Confirm the Meeting Date

- Tuesday 14<sup>th</sup> November 2023 at 7.30 pm

*The meeting ended at 8.45 pm*

Signed:

Date: