

Cratfield Parish Council

PARISH COUNCIL MEETING

Cratfield Village Hall

Tuesday 10th September 2024 at 7.30 pm

Councillors Present: Lotty Barbour (Chair), Dan Elford and Adrian McDonald

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 gave a verbal update. The main points are as follows:

- Community Infrastructure Levy (CIL) funding is available for village halls and play areas.
- The ESC Flood Committee is working with surrounding villages and on 10th October there will be flood training at the Heveningham Hub at 10:00 am for 3 hours. All welcome.
- There are plans to hold events once a month for local 13–17-year-olds.

MINUTES

1. To Approve Apologies for Absence

Apologies were Received and Accepted from Cllr Chivers, Cllr Ackerley, Cllr Marfleet and Cllr Mobbs

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

None

3. To Approve the Minutes from the Meeting held on Tuesday 9th July 2024

The Minutes from the Meeting held on Tuesday 9th July 2024 were confirmed unanimously as a true and accurate record and signed by the Chair.

4. Finance

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

Cllrs noted the External Auditor's Notification of Exempt Status for 2024, and that no review is to be performed.

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

Councillors Resolved to Approve the following Receipts and Expenditure:

DATE	REF.	DETAILS	RECEIPTS	EXPENDITURE
28/07/2024	S/O	Clerk's Salary - July		£ 234.00
28/08/2024	S/O	Clerk's Salary - August		£ 234.00
10/09/2024	7	Clerk's Expenses August & September		£ 24.00
10/09/2024	8	Clear Councils Insurance - Long Term Agreement Yr3		£ 391.04
		Total	£ -	£ 883.04
		Reserves		
		General Reserves		£ 4,826.04
		Restricted Reserves		£ 4,806.70
		Total Funds		£ 9,632.74

Signed:

Date:

Cratfield Parish Council

- c) **Insurance Review & Renewal – 3rd year of Long-Term Agreement to September 2025**
Councillors Reviewed and Approved the insurance renewal, which is the final year of the 3-year term.
- d) **To Consider Play Equipment Safety Inspection Quotations**
Councillors reviewed the three Play Equipment Safety Inspection quotations and Agreed to accept the Sovereign Compliance Maintenance 5-year package at a total cost of £399.
- e) **To Consider Play Area Maintenance - Rubber Chippings and Safer Surfaces Quotations & Grants**
This item is to be carried forward to the next meeting for consideration by all councillors.

5. Planning Applications and Decisions

Applications

- a) **Installation of New Sewage Treatment Plant** and associated pipework. Removal of septic waste from existing tank and fill.
Swan House Swan Green Cratfield Halesworth Suffolk IP19 0QQ
Ref. No: BC/24/1522/BN | Received date: Mon 02 Sep 2024 | Status: Accepted | Case Type: Building Control Application
Councillors noted the above application and CPC is not required to comment.

Decisions

None

6. Village Matters

- a) **Play Area Maintenance**
Councillors advised that the following work needs to be completed: cut the front hedge, trim and clear rubbish from beneath the hedge, cut back brambles and hedges around the shelter and noticeboard, tidy the hedge on all three sides, and trim back any undergrowth.
Councillors Agreed to employ the handyman for one day to complete the above tasks (or as much as possible).
- b) **Millenium Meadow Maintenance**
Cllrs informed a dead tree had been removed and the grass cut.
- c) **Village Maintenance – c/f**
- d) **Tongs Lane**
The Clerk has reported the issues to the County Councillor, but has not heard back. Action: Clerk
- e) **Footpath Issues**
None reported.
- f) **Allotment Vacancy**
The Clerk informed the council that there is one allotment vacancy, which will be advertised in the Parish Magazine, and that rent invoices will be sent out soon. Action: Clerk
- g) **Village Paths & Hedges**
The Parish Council has been informed that Suffolk County Council has issued letters to homeowners with hedges overgrowing the footpaths. They have also cut back one hedge and issued an invoice to the homeowner.
- h) **SCC Footpath Leaflet/Map - c/f**
- i) **Village Hall Committee Representative Report - c/f**

7. Correspondence

- a) **Fly-tipping in Church Lane**
East Suffolk Council is dealing with this issue.

Signed:

Date:

Cratfield Parish Council

b) Royal British Legion – thank you letter for the grant

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

a) Village Noticeboard

Cllr McDonald informed the council that the plastic doors have become blurry, making it difficult to see through them. The councillors asked the Clerk to contact the supplier to check if replacements are available.

Action: Clerk

9. Items for the Next Agenda

a) Budget & Precept Setting

10. To Confirm the Meeting Dates

a) Tuesday 12th November 2024 at 7.30 pm

The meeting ended at 8.25 pm

Signed:

Date: