BRADFIELD ST CLARE PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING HELD ON 9 FEBRUARY 2021 AT 7PM

BY WAY OF VIDEO CONFERENCING

The Chairman Cllr J Kirk welcomed the following Cllrs: M Newlands, M Hignett, Alex Duchesne, and Paul Foster, together with the Parish Clerk- N Smith. County Cllr Karen Soons and Borough Cllr Sara Mildmay-White were in attendance, together with two members of the public.

1. Apologies for absence – all Parish Councillors were in attendance;
2. Declarations of Interest – Cllr Deuchesne declared an interest in any discussion in relation to Pitchers Green Farm.
3. Minutes: Cllrs considered the draft Minutes of 10 November 2020. Chair Cllr Kirk proposed and Cllr Hignett seconded that the draft Minutes were a true record of that meeting. All Cllrs present agreed.
4. Matters arising:

	Matter	Update	Next steps
	Speed Watch enquiry	PC Jon Gerrish is the Community Engagement officer (CEO). Suffolk Police need to work with the PC and agree any sites, and this includes a site visit plus training for volunteers. ***Due to Covid-19 this is currently on hold/frozen due to all working conditions but we can liaise with the CEO in the meantime.***	*Clerk will continue to monitor and liaise with CEO to ascertain when it is likely that we can look to try to move forward on this matter, if at all in 2021 due to Covid-19.*
	Enquire as to whether it would be possible to extend the speed limit from leaving Cockfield (new development of houses) at least into turning of Bradfield St George Road and if possible further along Bury Road.	Clerk emailed County Cllr for Cockfield, Robert Lindsay as it was suggested at PC meeting that the new development should bear some of the cost if it was possible to go ahead. Subsequently County Cllr Karen Soon and County Cllr Robert Lindsay spoke with each other, and the	***Cllrs discussed this matter at the meeting on 9 February 2021.*** ***It was agreed that currently if the PC tried to progress this matter there was criteria that the stretch of road would not fit with on the criteria list.*** ***However, once the new housing was in place it was***

	following is the response from County Cllr Robert Lindsay:- "…I have had a chat with Karen about this. I attach the county council policy on speed limits which includes 40mph speed limits. The parish council will need to go through that to check whether the stretch of road we are talking about complies with all these criteria and evidence it. (FYI Highways uses crashmap.co.uk to see the history of accidents.) From a quick skim of this policy, I'm afraid this stretch would fail on a number of them including development along the side of the road for 500m frontage. Money from s106 and CIL is not my gift but is up to Cockfield PC. I know they have other particular priorities for speed limit reductions and CIL expenditure including creating a pavement to the junior school in their village from the junction with the busy A1141. They also want to look at reducing speeds on the A1141 from 60mph to 40mph, from that junction to the new development at McKenzie Place with is some 50 houses. Sorry I can't be more positive on this."	2/2021 ***expected that more traffic would travel through Bradfield St Clare and therefore the PC would review the matter periodically and consider requesting a new traffic survey once the housing was built and covid restrictions lifted to get a true reflection of volume and speed of traffic.***
Potholes	Clerk and other people have reported potholes in the	Potholes on part of Bury Road along by Dairy Farm and Plantation House have

	village and also leading out to	3/2021 now been repaired. Some potholes on Church Lane also repaired. Further along Bury Road near and outside of Maynards Cottage there are three reports on the SCC Highways reporting tool under reference numbers 304903, 304904 and 305661 reporting large dinner plate size potholes. These have all been added to the inspection list. At current time snow will mean that these works will not occur this week and may be pushed back. Clerk will make Karen Soons aware.
Anglian Water Treatment Plant	Sewerage odours, and regular servicing of the tank.	Parish Cllr Malcolm Hignett provided the following update at the meeting on 9 February 2021:- *"An email was sent to Anglian Water Customer Services on 7 January 2021 on behalf of the Parish Council requesting information on the frequency of the servicing of the sewerage works in the Treatment Plant and the trimming down of the brambles that were growing in the far corner of their site and overgrowing onto the Village Hall pathway. A reply was received on 15 January which was circulated to Councillors. While I feel the answer to the sludge removal issue is vague, I'm pleased to report*

		4/2021 *that the bramble clearance was done as an emergency job about three weeks ago before the nesting season commences. The Parish Council may wish to comment if the answer to the sludge removal is an inadequate response. It is recommended that this is monitored this year to see if there's a repetition of odours emanating from the plant."*
Oak Tree on Church Lane	Previously in 2020, Parish Cllr Margaret Newlands reminded the Clerk that the PC had given the church an Oak Tree and that the PC were to maintain that oak tree.	Clerk added to the Asset Register. In 2020/2021 parishioner and Chairman both ensured that any maintenance works were carried out. ***Cllr Newlands advised of the following:-*** *Some years ago the West Suffolk Council were offering a tree to parishes in celebration of the Queens Diamond Jubilee. The Green area where the notice board is had enough trees. The Chair, Robert Walton and Cllr Glyn Thomas spoke with parishioner Mike Morley about planting the tree on Church Lane where it would be neighbouring Mr Morley's land.* *It was agreed to plant the Oak Tree on Church Lane, but the Church DO NOT*

		5/2021 *OWN OR MAINTAIN the tree.* *Mr Morley confirmed at the meeting that he had pruned the twice and was happy to continue raise the crown as and when the tree needed this doing.* *Currently the Oak tree is of a manageable size, but of course if it does need profession tree maintenance works in the future then the Church would not be responsible for those works.*
Pitchers Green Farm planning application DC/20/0506/FUL and DC/20/0507/LB – conversion of barns to form 3 no dwellings with ancillary accommodation and associated demolition, landscaping and access works.	Following response from West Suffolk Council Planning Department: "This matter was due to be decided by West Suffolk Council's Development Control Committee in December 2020. They were withdrawn from the Agenda. The previous case officer, Mr Ford, no longer works for the Council [the new planning officer is Gareth Durrant who is the Principal Planning Officer for Major Projects is now dealing with these applications]. The applications were withdrawn from the Committee agenda to enable officers to review the recommendations and justification and explanations behind them. Having carried out that review, we decided to change our	Awaiting matter to be registered with the Planning Inspectorate so that we have a timetable to work towards, and can see the grounds on which the Applicant is appealing. *It was agreed by the Parish Council to have a discussion about this matter with the two members of the public present at the meeting.* *Clerk had sent out details of the procedure at the Planning Inspectorate to Cllrs and the two parishioners that afternoon so they could try to better understand the process and how some parts of that process has been adapted due to Covid-19.* *However, before the matter is listed with the Planning Inspectorate the Secretary*

	recommendation from approval to refusal for both applications. Noting that the fresh recommendations were consistent to both Parish Council and local District Council views expressed about the proposals, there was no longer a need to report the applications for determination by a Committee. The Committee Chair and Vice Chairs and the local District Council Member were consulted before the decision to remove the items from the Committee were finalized. Formal notices refusing both planning permission and listed building consent were issued to the applicants earlier this week. Please find copies of these, together with the new delegated officer report attached. We understand the applicant has already submitted an appeal to the Secretary of State against our decisions. The Parish Council and all other parties will be notified of the appeal and provided within information about how they can be involved once (and assuming) it is registered by the Planning Inspectorate."	6/2021 *of State has to agree to the Appeal process and we have heard no further about this important step just yet.* *Discussion regarding the farmhouse currently being marketed for sale. Clerk will discuss further with Borough Cllr to seek some guidance about whether this should be information the LPA should be aware of, given that it does not form part of the planning application on Appeal. Clerk will keep Cllrs updated so that they can agree any next steps.*

5. Borough and County Cllrs reports: attached to these minutes and on the website at bradfieldstclare.onesuffolk.net/
6. Correspondence: all correspondence has been forwarded to Cllrs ahead of the meeting.

7. Clerks/RFO report:

Schedule of payment awaiting approval

Schedule of invoice awaiting approval

N Smith	salary	337.02	chq442	LGA 1972

All Cllrs approved the invoice.

Clerk provided an overview of income and expenditure for 2020/21 as follows:

INCOME:

Precept:	2439.00
Grant (tree maintenance)	700.00

	3139.00

EXPENDITURE:

N Smith	salary	191.10
A Spall	grass cutting	200.00
M Morley	grass cutting	100.00
PCC	grass cutting	120.00
SALC	subscriptions	140.10
N Smith	expenses (ink/paper)	43.77
SCC	contribution to speed reduction scheme	2000.00*
N Smith	salary	129.62
N Smith	salary	129.62
CAS	PC Insurance	162.40
N Smith	salary	181.47
N Smith	salary	233.32
CAS	webhosting	60.00
ICO	annual data fee	40.00

Stuart Bradnam	Tree maintenance fee	840.00
N Smith	salary	337.02

		4908.42

* monies built up and in reserve used for this payment.

Cllrs noted that expenditure had been greater than income but this had been expected as the speed limit contribution had fallen due for payment, and those monies had accumulated over several years through the Precept, in readiness to pay the contribution.

8. Revised Precept (following on from recent email from West Suffolk Council regarding tax bases.

Now that West Suffolk Council had agreed the tax bases for parishes the Clerk was able to provide Cllrs with a breakdown of how a Precept of £2660 (previously agreed at the meeting on 10 November 2020) compared with the Precept of the previous year, as follows:-

2020/21 Precept 2439.00	**2021/22 Precept** 2660.00
2020/21 tax base (set by WSC) 68.50	**2021/22 tax base (set by WSC)** 69.08
2020/21 Parish Band D Council Tax 35.61 per year	**2021/22 Parish Band D Council Tax** 38.51 per year This is a £2.90 increase on 2020/21 (which equates to 8.14%)

Cllrs considered and approved the Precept for 2021-2022 in the sum of £2660. Chairman and Clerk will sign the Precept form and Clerk will submit to WSC.

Signed..... Dated.....

9. 2021 Parish Council meeting dates:

   Cllrs agreed the following meeting dates for 2021:

   11 May 2021 (Annual Parish Meeting followed by Annual Parish Council Meeting)
   13 July 2021
   10 August 2021
   9 November 2021

10. Cllrs reports:

    Cllr Newlands reported that it was with deep sadness that she would be tendering her resignation from the Parish Council and would forward to the Clerk her official letter of resignation. She and her husband were moving out of the village towards the end of February, and therefore she could no longer continue as a Parish Councillor. She had enjoyed the role over the 14 or so years that she had been a Parish Councillor and felt that she had been fortunate to work with good Cllrs and Clerks in those years. She wished the Parish Council every success going forward, and would miss the Parish Council, the village and the villagers.

    The Chairman thanked Cllr Newlands for all of her work during both his time as a Cllr and the preceding years. The Clerk also expressed her thanks to Cllr Newlands for her kindness when she first started the role of Clerk and also her help and support along the way.

    Cllrs all thanked Cllr Newlands and wished her and her husband Peter well for the future in their new home.

11. Planning: no new planning matters
12. Date of next meeting: 11 May 2021 – Annual Parish Meeting followed by Annual Parish Council Meeting.

Meeting closed: 8.15pm

Signed..... Dated.....