

Ilketshall St. Andrew Parish Council

Minutes of the meeting of 3 February 2020 held at the Parish Hall, 7.30 p.m.

1. **Welcome.**

All 5 Parish Councillors (Gerald Godfrey (GG), Jacqui Harrison (JH), Chris Bromley (CB) and Andy Spinks (AS) and Rod Apps (RA) were present. There were four members of the public present (Lea Ingham, Chris Roberts, John Bedwell and Tony Browne).

2. **Apologies for absence.**

There were apologies for absence from Paul Birkin of Ilketshall St. John.

3. **Minutes.**

The Minutes of the meeting of 6 January 2020 were accepted and signed by the Chair.

4. **Matters Arising from Minutes of 6 January 2020.**

1. Rod Apps reported that he had been in touch with Tiagrace regarding the development of a website for the Parish Council, and matters are moving forward. It is hoped that the website would be up and running in time for next meeting of the Parish Council in March, or shortly afterwards.
2. [Item 6 of January 2020 Minutes refers] Rod Apps reported that he had sent a response to Bungay Town Council regarding their request for financial assistance regarding the cost of free one-hour car parking in Bungay. As agreed at the meeting on 6 January, this response was to turn down the request.
3. [Item 9 of January 2020 Minutes refers] Gerald Godfrey reported that he had investigated whether there were any plans for VE or VJ Day commemorations in the village, and had concluded that there were no such plans. Rod Apps undertook to respond to Bungay Town Council accordingly. [Action: RA]
4. [Item 9 of January 2020 Minutes refers] Rod Apps reported that he had completed the Planning Survey, with the responses as agreed at the January 2020 meeting.
5. [Item 9 of January 2020 Minutes refers] Rod Apps reported that he had sent a response to Suffolk Neighbourhood Watch declining the invitation to assist with funding.
6. [Item 10 of January 2020 Minutes refers] Chris Roberts had arranged for the Parish Council page on the Village Hall website to be removed.
7. [Item 10 of January 2020 Minutes refers] Rod Apps reported that the Vehicle Activated Sign had been collected from Ringsfield and had been installed on Top Lane (in the direction of the main road) on 14 January. It will be switched over to the other side of the road after approximately 3 weeks.

5. **Planning Applications:**

1. **Old Butcher's Arms, Tooks Common Lane.** Rod Apps reported that, since no response from Mr. Ridley had been received to the letter sent to him in December concerning the Planning Approval for the Old Butcher's Arms, a further letter had been sent in mid-January. A copy of that letter was sent to the District Councillor, David Ridley, but no response from him had been received. It appears that the letter to Mr.

Ridley was passed to Ms Melanie van de Pieterman, who then sent a response to Rod Apps on 29 January.

Rod Apps reported that most of the information referred to in the letter from Ms. Van de Pieterman that would be made available on the Planning website was still **not** available on 3 February.

The Parish Council noted that the letter from Ms. Van de Pieterman explained that in the case of an unclassified road, planning permission is not required for the creation of an access, on the basis that it would constitute 'permitted development'. The Parish Council further noted that despite this, SCC Highways had originally put in a holding objection to the proposal on the basis of identified issues with access to the property, despite them (presumably) being aware that Tooks Common Lane is an unclassified road.

Rod Apps undertook to write to SCC Highways asking them to explain why they put in a holding objection on the basis of the access to the property, despite them not having any basis for doing so (on the basis of Ms. Van de Pieterman's letter), given that Tooks Common Lane is an unclassified road.

[Action: RA]

2. Methodist Chapel, Tooks Common Lane. Rod Apps reported that he had sent an e-mail to the agent for the applicant in relation to this Planning Application (Craig Beech of Beech Architects), and had received a response saying that they would be re-submitting the application with a reduced scale of proposals which it is hoped would enable things to move forward. The Council had rejected the original proposal on the basis that the 2 bedroom extension at the rear were too large, but Craig Beech noted that 2 bedrooms were necessary in order to make the conversion worthwhile.

6. Proposal for dog waste bin(s).

The Parish Council has previously decided that it would be appropriate to site one waste bin within the Village Hall area. It had also noted that it was not within its powers to site any bins on the Commons, since this would be the responsibility of the LMC.

The Parish Council decided that it would be better to site the bin on a post (rather than on the wall of the Village Hall), perhaps near to where the bottle banks are positioned.

It was suggested that the bins used by the National Trust (at, for example, Minsmere) were better-looking than many.

7. Election of Parishioners to be Directors of the LMC following the LMC AGM in February 2020.

Rod Apps reported that he had received three expressions of interest to serve as Directors of the Land Management Company representing the Parishioners of Ilketshall St. Andrew and Ilketshall st. John. All three expressions of interest were from the existing Directors.

Following discussion with Paul Birkin of Ilketshall St. John, it was agreed that those three Directors would then be re-appointed. Rod Apps undertook to inform the Land Management Company accordingly.

[Action: RA]

Gerald Godfrey noted that a lot of work had gone into the production of the Annual Management Plan for the Commons, and that the Directors of the LMC should be thanked for their efforts in that regard.

8. State of the Roads in the Village.

The Parish Council noted the e-mail from Richard Green concerning the state of the roads in the village that had been sent to the Parish Clerk on 28 January 2020. The e-mail asked what representations the Parish Council had made to Suffolk Highways regarding the state of the roads in the village, adding that Mill Lane from Clarkes Lane to Great Common Lane was a

disgrace, Clarkes Lane suffered from subsidence, and that Tooks Common Lane between Top Road and School Road is failing fast.

The Parish Council noted that much of the damage to the sides of the roads was caused by lorries that were having to run onto the verge and destroying the edge of the road that was subsequently washed away with rain. Edges of roads were therefore becoming increasingly pot-holed. It was also noted that increasing numbers of lorries were using Top Road as a short-cut to the Southern Relief Road.

The Parish Council discussed the option of having restrictions or traffic calming installed onto Top Road, in order to make the road safer from the increasing incidence of heavy vehicles and from speeding vehicles.

The Parish Council agreed that it would write to Suffolk County Council Highways to ask them what evidence and information they needed to have about the problems concerning the roads in the village, in order to then be able to put together a plan for addressing them.

[Action: RA](#)

The Parish Council also agreed that it would be helpful if people in the Parish made use of the ability to report potholes in roads in the village, using the Suffolk County Council Highways website facility for the purpose. If there was a large number of identified potholes reported in the village, this would probably assist the identification of the village as needing some significant repairs to its roads.

The Parish Council also discussed the problem of speeding on Top Road. It was noted that the Vehicle Activated sign had been re-installed on Top Road (towards the main road) on 15 January, and was due to be changed over to the other side of the road shortly for approximately 3 weeks. The data from both sitings should be available for discussion at the next meeting on 2 March 2020, and the Parish Council could decide what action to take in the light of that data. The possibility of a Community Speedwatch initiative was also discussed.

9. Finance

There was nothing to report under this item.

10. e-mails received

One e-mail had come in that was of interest, in addition to the ones already identified in earlier parts of the agenda. This e-mail referred to advice sessions being made available by East Suffolk Council Planning regarding how to respond to Planning Applications. Rod Apps agreed to try to attend one of these sessions in March 2020.

[\[Action: RA\]](#)

11. Any other business

Jacqui Harrison noted that £150 was due from the Parish Council in relation to the burial ground. Rod Apps undertook to bring the cheque book to the next meeting in order to deal with this.

[\[Action: RA\]](#)

Gerald Godfrey noted that East Suffolk Council was paying villagers a donation to litter-pick in the village over a set period in February.

12. Date of next meeting

Monday 2 March 2020, 7.30 p.m. Village Hall.

The meeting closed at 8.40 p.m.