

Ilketshall St. Andrew Parish Council

Minutes of the meeting of 6 January 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 two members of the public present (Lea Ingham and Chris Roberts).

2. Apologies for absence.

There were no apologies for absence.

3. Minutes.

The Minutes of the meeting of 4 December 2019 were accepted.

4. Matters Arising from Minutes of 2 December 2019.

Item 4. RA had undertaken to follow up on the planning application for the Methodist Chapel, but had not done so. He undertook to do so.

[Action: RA]

Item 4 – website. RA was due to have a meeting with the chosen website designers, tiagrace in Bungay, on 7 January 2020. He undertook to report back from that meeting, and on progress, at the next meeting of the Parish Council.

[Action: RA]

Item 5. It was noted that a letter had been sent to Mr. Ridley, Head of Planning at East Suffolk Council, regarding the approval of the planning application for the Old Butcher's Arms. No response had been received as at 6 January 2020. There was further discussion under Item 5 of the Agenda (below). It was agreed that RA should write again to Mr. Ridley a month after the original letter had been sent, to ask whether he had received the letter and to confirm that he would be providing a response. It was also agreed to copy the second letter to the Compliance Officer (or equivalent person) should no response from Mr. Ridley, and to include an offer for the Parish Council to meet with Mr. Ridley at a time and date of his choosing. It was also agreed that the letter should be copied to David Ritchie, District Councillor.

[Action: RA]

5. Planning Applications:

1. Old Butcher's Arms. This had already been discussed under Item 4.
2. Bridge Cottage (previously The Boatshed), Becks Green Lane. DC/19/4524/FUL. It was noted that this application had been received shortly after the last meeting of the Parish Council, with a deadline for responses of 27 December. The Parish Council therefore considered it via e-mail. No Councillor made any comments about the proposal, and therefore in the light of the previous application, a response was sent to East Suffolk Council stating that the Parish Council supported the application.

6. Invitation to assist Bungay Town Council with the cost of car parking in Bungay.

The Parish Council had received an e-mail from the Town Clerk for Bungay noting that the Town Council currently pays £11,000 per annum to East Suffolk Council to enable it to offer one hour's free car parking in its town centre car parks, and asking the Parish Council to consider whether it would be able to make a contribution, and if so, of how much. The e-mail noted that the free parking is of particular benefit to residents from local parishes who visit the town for a variety of purposes. RA had established that the invitation had been sent to 13 parishes. The Parish Council decided that it could not justify allocating any of its funds for this purpose, particularly without any context of the target amount to be raised in this way, whether the traders in the town had received a similar request, etc. RA undertook to send the response.

[Action: RA]

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

It was noted that a joint meeting of the Parish Councils of Ilketshall St. Andrew and of Ilketshall St. John would need to nominate the 3 Directors representing the Parishioners that would take up the posts immediately following the LMC AGM on 17 February 2020. There would therefore need to be an invitation to apply for these Directorships. RA circulated copies of a draft entry for the Village Newsletter for that purpose, which was approved subject to some amendments. Applications would need to be submitted by the end of January to enable the decision to be made at its meeting on 3 February 2020. Given that the LMC would need to advertise the date of the AGM, the other side of the Notice could be used for that purpose. RA undertook to complete this process, but asked that Councillors and others present provided him with comments on the draft entry.

Action: RA

8. Finance

There was nothing to report under this item, except that £262.78 had been received from East Suffolk Council, paid into the Parish Council bank account on 4th December 2019. This had been claimed by the Parish Council from Section 106 funds towards the cost of a new bench for the children's play area earlier in 2019. East Suffolk Council had e-mailed RA to say that it did not have any record of it being paid, and asked if the Parish Council had any record of having received it. RA had responded to the effect that the money had not been received (on the basis of scanning bank records), following which the money was paid into the Parish Council bank account.

9. e-mails received

1. from Bungay Town Council, asking if the Parish Council had made any plans regarding VE Day celebrations on Friday 8th May, and for VJ Day on 15th August, given that Bungay is in the early stages of planning a series of events. GG thought that there probably *would* be some event in the village, given that Andy Garner had contact with Horham air base and regularly organised events at the Village Hall. GG undertook to contact Andy Garner to find out any details, and report back.

[Action: GG]

2. Planning survey from SALC. SALC had sent a link to a survey regarding the planning process and the role of Parish/Local Councils within it. The Parish Council went through the survey, agreed on the appropriate responses, and RA undertook to complete the survey correspondingly.

[Action: RA]

3. from SALC concerning "repairs to property relating to affairs of the church". The purpose of this e-mail was to provide some clarification to the current legislation, which (in summary) says that Parish Councils are not permitted to provide any grants for works on property relating to affairs of the church or an ecclesiastical charity. Some

members of the Parish Council were already familiar with this restriction, but others noted it.

4. from East Suffolk Planning Dept., noting that Mettingham, Barsham & Shipmeadow, and Ringsfield & Weston had applied for Neighbourhood Area designation, prior to submitting a Neighbourhood Plan.
5. from Suffolk Neighbourhood Watch Association, requesting a donation. The Parish Council noted that there was no Neighbourhood Watch activity within the village, and therefore that it did not seem appropriate to make a donation.

[Action: RA]

10. Any other business

It was noted that the Land Management Company had completed its Annual Management Plan to run from March 2020. Some members of the Parish Council had already received this; paper copies of the Plan were circulated to the remaining members. It was also noted that it was the intention to publish the Annual Management Plan, along with the relevant Appendices, to be published on an interim version of the LMC website in order that it would be accessible, in particular, to parishioners in Ilketshall St. Andrew and Ilketshall St. John.

There was a discussion around the possibility of providing bins for dog-walkers to dispose of dog mess. It was noted that whether any could be placed on the *Commons* would be the responsibility of the Land Management Company, and the Parish Council could only be considering putting them up on other areas. The decision was that RA would investigate the cost of such bins, and the arrangements for emptying them by the Council, with a view to putting up one on a wall of the Village Hall.

[Action: RA]

It was noted that vehicles had driven over the grass near the village sign, and that it would be worth considering putting up bollards to prevent this. Given that this area is still common land, it would be the responsibility of the Land Management Company to take this forward.

Chris Roberts noted that the Village Hall website included a page for the Parish Council. When the new Parish Council website was up and running, that page would need to be removed.

[Action: RA]

RA undertook to contact Ringsfield and Weston regarding the Vehicle Activated Sign, which is due to be returned to Ilketshall St. Andrew for a 6-week period.

[Action: RA]

11. Date of next meeting

Monday 3 February 2020, 7.30 p.m. Village Hall.

The meeting closed at 8.40 p.m.