

STRADISHALL PARISH COUNCIL
Minutes of the meeting held on Monday 2nd September 2024

PRESENT: Parish councillors Ian Hutchinson (Chairman), Jonathan Masefield, Robert Deeks and Debbie Gates.

Also present: Joanne Kirk (clerk), County Councillor Bobby Bennett, District Councillors Karen Richardson and Marion Rushbrook and two members of the public.

1. Apologies and reason for absence.

Apologies were received from parish councillors Adrian Lee, Louise Latarche and Ed Hollingsworth and the reason for absence accepted. District Councillor Nick Clarke also sent his apologies.

2. Declaration of interest by Councillors in items on the agenda and dispensation requests.

Jonathan Masefield declared an interest in planning application DC/24/1263/TCA. No dispensation requests were received.

3. Approval of the minutes of the meeting held on Monday 2nd July 2024.

It was resolved that the minutes were correct. The chairman signed them.

4. County Councillor's Report.

County Councillor sent a written report which is available on the Parish Council's website at <http://stradishall.onesuffolk.net/about-us/meetings/meetings-reports/2nd-september-2024/>

She spoke about a fire at Great Blakenham which was caused by a battery. Suffolk County Council is going to provide more information about the dangers of not disposing of batteries safely.

She is still trying to push for a speed limit reduction on the A143.

A question was asked about the Suffolk Trusted Trader scheme and how the tradesmen are vetted. Cllr Bennett said that traders have to go through a strict vetting process and pay £252 a year to be part of the scheme but she agreed to find out more details about the vetting process.

The Parish Council thanked Bobby Bennett for their locality funding for the new VAS.

5. District Councillor's report.

West Suffolk Council is proposing to impose a pavement licence fee of £500 to put chairs outside on a public highway irrespective of the size of the business. Renewal will cost £300.

The Parish Council thanked Karen Richardson and Marion Rushbrook for their locality funding for the new VAS.

6. Public session.

No issues were raised.

7. Police issues.

There has been an attempted burglary in Wickhambrook.

8. To receive an update on the list of actions agreed at the last meeting.

There was one outstanding councillor action.

9. To discuss the following financial issues:

a) Approval of any payments and signing of schedule of payments.

It was resolved the following payments would be approved:

- HMRC – PAYE- LGA 1972, s111 – **£169.00**
- J P Kirk – expenses - LGA 1972, s111 - **£24.48**
- Starboard Systems – Scribe subscription - LGA 1972, s111 – **£165.60.**
- Risby Parish Council – phone costs (15%) of cost of clerk's mobile phone) - LGA 1972, s111 - **£22.81**
- D Standing – to reimburse the cost of a padlock to secure the VAS - LGA 1972, s111 - **£29.00**

Jonathan Masefield and Debbie Gates signed the Schedule of Payments. The Chairman countersigned it.

b) Approval of payments authorised between meetings.

Two payments were authorised between meetings:

- BS fixings – clamps for the new VAS – Road Traffic Regulation Act 1984, section 72 - **£136.80**

- Business Services at CAS Ltd – insurance for the VAS – LGA 1972, s111 - **£4.37**. This is on the basis of it not being moved more than once a month.

c) **To receive a statement of receipts and payments made since the last meeting.**

Receipts

Date	Description	Total
09/07/2024	Bank interest received HSBC	£13.98
01/08/2024	Locality funding for VAS West Suffolk Council	£900.00
12/08/2024	Locality funding for VAS Suffolk County Council	£500.00

Payments

Date	Minute	Description	Supplier	Total
02/07/2024	340/11a	Clerk's expenses	J Kirk	£45.72
08/07/2024	325/9e	PAYE	HMRC	£169.00
10/07/2024	325/9e	Pension payment	Risby Parish Council	£16.00
30/07/2024	325/9e	Clerk's salary	J Kirk	£225.40
30/07/2024	343/9b	Fixing clamps	BS Fixings	£136.80
05/08/2024	341/13a	Solar Speed sign (VAS)	Elan City Ltd	£2,700.00
05/08/2024	343/9b	Insurance for VAS	Business Services at CAS Ltd	£4.37
Staff costs as per confidential cashbook				

Transfers

05/08/2024	Lloyds reserve account	Lloyds bank current account	£1,000.00
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d) **Bank balances and confirmation of bank reconciliation as of 20th August 2024.**

Lloyds bank current account	£741.15
Lloyds reserve account	£12,548.27
Total in Banks	£13,289.42

Jonathon Masefield verified and signed the bank statements and bank reconciliations.

e) **Six-month budget review.**

The budget is currently on track. Details of overspends are listed below.

Receipts	
Budgeted	£12,327.00
Actual	£14,894.82
	£2,567.82
	VAT refund (£1,128), WSC locality funding for VAS £900, SCC locality funding for VAS £500 and bank interest of £25.63 received.
Payments	
Budgeted	£12,327.00
Actual	£6,223.00
Difference	£6,104.00
Overspends as of 30th August 2024	
Purchase of VAS	
Budgeted	£1,000.00
Actual	£2,364.00
Difference	-£1,364.00
Locality funding received	£1,400.00
Balance left in VAS fund	£36.00
Mole control	
Budgeted	£50.00
Actual	£150.00

Difference	-£100.00	Reserves used to cover shortfall
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Reserves balance as of 30th August 2024:

Reserve	Opening Balance	Transfers	Spend	Receipts	Current Balance
Earmarked					
Election costs	£1,358.09	£200.00			£1,558.09
Clerk and councillor training	£93.76	£20.00			£113.76
Playing field maintenance	£579.50	£400.00			£979.50
Playing field project	£200.00				£200.00
Playing field (moles)	£300.00	£50.00	£150.00		£200.00
Village events	£-323.00	£500.00			£177.00
Inspection of play equipment	£612.00				£612.00
Traffic Regulation Order	£2,100.00				£2,100.00
Defibrillator					£0.00
Verge cutting	£100.00				£100.00
Defibrillator maintenance	£-144.00	£300.00			£156.00
Village project	£250.00	£190.00			£440.00
VAS fund		£1,000.00	£2,364.00		-£1,364.00
TOTAL EARMARKED RESERVES	5,126.35	£2,660.00	2,514.00		£5,272.35
GENERAL FUND					£8,017.07
TOTAL FUNDS					£13,289.42

f) Pension automatic enrolment redeclaration of compliance.

The clerk completed the redeclaration of compliance on 12th August 2024. She does not need to be automatically enrolled as her salary is below the threshold, however Stradishall Parish Council contributes to a private pension instead.

10. Planning issues.**a) Government consultation on changes to the National Planning Policy Framework which ends on 24th September 2024.**

The consultation covers the following key changes to the National Planning Policy Framework:

- Mandatory housing targets and the reversal of other changes made by the previous government.
- A new standard method formula for assessing housing need.
- The use of grey belt land for housing.
- New "golden rules" for land released in the Green Belt
- The aim to prioritise the types of affordable homes communities need.
- Support economic growth
- Deliver community needs
- Support clean energy and the environment.

In addition to these policy changes, the Government are also consulting on whether to reform the way NSIPS (nationally strategic infrastructure projects) applies to renewable energy, commercial and water development, as part of the first steps to their NSIP reform plans, local plan intervention policy and planning fees.

It was resolved that Stradishall Parish Council would submit the following comments:

- New homes need to be supported by infrastructure such as road improvements, GP surgeries and schools.
- Support for the proposal to build the types of affordable homes that communities need.
- Support for the use of grey belt land for housing.
- The need for new homes to have more renewable energy, in particular solar panels which are a relatively inexpensive way of generating renewable energy.

b) DC/24/1263/TCA - 12 St Margarets Place, Stradishall - One Holly (marked on plan) fell.

No objections.

This application was received after the agenda was published. Jonathan Masefield did not take part in the discussion or decision. As the remaining councillors had no objections, the clerk agreed to submit a response of no objections using her delegated powers.

11. Highways/Rights of Way issues/tree/transport issues.**a) Update on the purchase of the new VAS and speeding.**

The VAS has been delivered and has been set up. Stradishall Parish Council has received locality funding of £900 from West Suffolk Council and £500 from Suffolk County Council. It will be moved once a month. 4 volunteers have agreed to help with moving the VAS. It has also been added to the Parish Council's insurance.

It was resolved that two vertical mounting bars would be purchased for each pole to make moving the VAS around easier for the volunteers and that the payment of £65 including delivery would be approved.

The pole opposite St Margaret's Place is obscured by vegetation which needs to be cut back. Robert Deeks agreed to ask the landowner for permission to trim back the trees which are obscuring the sign.

b) Quote for signs.

It was resolved that this item would be postponed until the next meeting to give councillors time to decide whether any other signs are needed.

c) Public Rights of Way reports to Suffolk County Council.

A resident has been using the Parish Council's email address again to report the fact that some of the public footpaths in Stradishall are overgrown. This means that they do not receive any of the updates from Suffolk Council. This is the update for footpath 8:

I just wanted to provide an update following the report you submitted. I can unfortunately confirm that Stradishall Footpath 8 is not on our annualised cutting schedule. The County Council has limited funding and as such only 1/3 of our Public Rights of Way receive a surface cut each year with those receiving high usage and leading to amenities being prioritised. I will be undertaking site visits this week in relation to the other reports you have submitted and will act accordingly for each of these including providing an update.

It was resolved that the clerk would share the footpath cutting map and list in the next newsletter and explain why some paths are not cut.

d) Licence requirements for food vans.

District Councillors Karen Richardson and Marion Rushbrook agreed to follow up with West Suffolk Council.

12. Playing field issues:**a) Latest play inspection report and annual inspection report.**

A number of issues were raised most of which were low or very low risk. The priority is to repair the pavilion roof. This will be discussed further at the next meeting.

13. Review of policy documents.**a) Update Hedge Policy.**

It was resolved that the updated hedge policy would be approved.

b) Other policy documents

The clerk has reviewed the following policy documents:

- Procedure for the public session at parish council meetings.
- Co-option Policy.
- Complaint's Procedure.
- Email Policy for councillors.
- Data Protection Policy.
- Filming and Recording at Meetings policy.
- Procedure for handling Requests for Information.
- Persistent and vexatious complaints and correspondence policy.
- Procedure for dealing with correspondence.

- Code of Conduct, Subject Access Request Policy.
- Memorial Benches and Trees policy.
- Contact Privacy Statement.
- Procedure for the Public Session.
- Document Retention and Disposal policy.
- Personal Data Breach Policy.
- Disciplinary and Grievance Policy.
- Freedom of Information Publication Scheme.
- The Role of the Parish Council in Dealing with Planning Applications.
- Planning Applications and how to respond.
- Trees in a Conservation Area.
- Material Considerations.

No amendments are required. All these documents are on the Stradishall Parish Council website.

14. Village issues:

a) Email from churchwarden Peter Thompson about the portaloos purchased by Stradishall Parish Council.

It was resolved that Stradishall Parish Council would suggest a long term loan of the portaloos to the church for village events, subject to it being made available to other village groups if acquired. If the church no longer needs it, the PCC would hand it back to the Parish Council. The church would be responsible for insurance, cleaning and any damage. If any other groups wish to use it, they would be responsible for covering the cost of cleaning it.

14. Correspondence:

a) Email from West Suffolk Council about their consultation on improvements to Bury St Edmunds Leisure Centre.

It was resolved that no response would be submitted as none of the councillors use the leisure centre and did not feel they were in a position to submit meaningful comments.

15. Any other business for noting or including on the agenda of the meeting on Monday 4th November 2024.

No issues were raised.

There being no further business the meeting closed at 8.15pm

Signed: Dated: