

**Copdock & Washbrook Parish Council**  
**Minutes of the Parish Council meeting**  
**held on Tuesday 5 July 2022 at Copdock village hall – 7.30pm.**

**Present:** Cllr Keith Armes, DC Dave Busby, Cllr Laura Butters, Cllr Louise Carman, Cllr Simon Downey, Cllr James Mellish (Chair), Cllr Mike Watling (Vice Chair), 14x residents, Clerk - Angela Chapman.

**2182/2223 Chairman's Welcome & Apologies:** Chairman Mellish welcomed all to the meeting. Apologies: Cllr Terry Corner; CC Christopher Hudson. Apologies accepted.  
Cllr Terry Corner resigned from the Parish Council with effect from this meeting. Chair James Mellish thanked Cllr Corner for his ongoing commitment and gave appreciation for his hard work over the long period he has been a Parish Councillor.

**2183/2223 Declaration of Pecuniary and Non-Pecuniary Interests:** Cllr Mike Watling – C&W Tennis club; Cllr Louise Carman – Carman 4Seasons Ltd; Cllr Laura Butters – planning application DC/22/03155.

**2184/2223 Requests for dispensations in respect of pecuniary interests:** None.

**2185/2223 Minutes:** Minutes of the meeting held on 7 June 2022; amendments – Mill Lane signage to be replaced and letters sent, then approved and signed as a true record.

**2186/2223 Clerk's Report including Matters Arising**

The AGAR has been sent to the external auditor for completion, it usually takes a few weeks to be returned but, in any case, will be by the end of September.

I have been in contact along with Chair James Mellish with SCC PRoW officers regarding Footpath 23, a reply was received, and we are awaiting a response from their legal department to erecting signs at either end of the footpath.

The Communications & Social Media Policy is ready to be agreed and approved at this meeting, a copy is on the shared file. All posts/ text to either social media or the website will be approved at a full Parish Council meeting, and posted by the Clerk, as is good practice. The Chair may also post, if necessary.

The website will need to be updated more regularly to keep pace with the social media posts and encourage traffic to the site. Whilst the Parish Council is very grateful for the voluntary help from a resident, due to the PC now operating a social media account, I believe the time has come for the PC to use a company who will keep the site updated with text/ submissions sent by the Clerk, on a quicker basis. Therefore, I'm proposing to the PC that it uses Strudwick Designs for this service. The charge is £35 a month, for monthly content updates, monthly security updates and monthly backups. To add new pages is £40 per page. This is on the agenda later for discussion. Signs for the play areas have been ordered together with a new button seat for the zip wire in Jubilee Meadow due to extensive damage, pictures on the shared file.

**2187/2223 Adjournment:** Meeting adjourned at 1937hrs

**County Councillor Chris Hudson** – not in attendance, no report.

**District Councillor Dave Busby** – reported a busy time, the financial situation showed an outturn £1.3m under budget, caused by staff turnover and difficulty finding replacements and additional grants from various bodies. The planning dept are working full steam with more applications being received.

Capital side, £1.7m underspend. Capital projects are complex, Hadleigh HQ, 2 in Sudbury, as well as further refurbishments for 2 leisure centres.

Chair requested information on any climate change capital spend, DC DB will send to Chair.

**Residents:**

**Refugees** – after much discussion it was agreed Cllr Butters would deal with the situation through the Suffolk Refugee Association, Cromwood and the hotel. There have been reports of noisy behaviour around the village late at night, and bicycles being ridden erratically around the village. It was suggested this behaviour is reported to the Police. Refugees are able to play football on the recreation field next to the village hall the same of any other resident.

Resident asked about hybrid meetings. Legislation is that the Council can have hybrid meetings but don't have to. Babergh DC live stream their meetings, no interaction. The Parish Council agreed to look into this and get costings. Meeting reconvened 2022hrs.

**2188/2223 Planning Applications:**

**Appendix A**

APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) -  
**DC/22/03155**

Proposal: Application under S73 for Removal or Variation of a Condition following grant of Planning Permission B/11/00063 dated 15.09.2011. Town and Country Planning Act 1990 - To remove Conditions 5 and 6 (Permitted Development Rights)

Location: Maycroft, Old London Road, Copdock And Washbrook, Ipswich Suffolk IP8 3JF

Clarification was sought from BDC planning department, still awaiting feedback, when received, comments to be sent.

## **Appendix B**

### **Planning Applications determined by Babergh DC**

None.

LA008 - Parish Council are meeting with Suffolk County Council Corporate Property representative on Wed 6 July, report at next meeting.

#### **2189/2223 Financial Matters & RFO Report**

- a) payments for approval - approved as per payments list in accounting reports, Cllrs Downey & Watling to authorise payments.
- b) Cllr Louise Carman checked and signed Scribe reports, approved by Council, Chair signed reports off
- c) Approve and adopt Communication & Social Media Policy – approved

Scribe accounting reports for the month distributed – payments list, cash book, bank reconciliation, copy of bank statements to month end, see 2189/2223 b) above.

#### **2190/2223 Working Groups**

- a) Review groups – defer to September

#### **2191/2223 Play Area Fen View**

- a) Proposals for play equipment to be put out to residents in the vicinity – Sept agenda

#### **2192/2223 Mill Lane signage**

- a) Signs have been ordered and will be installed and letters sent once signs in place.

#### **2193/2223 Footpath 23**

- a) SCC PRoW have been contacted, waiting for SCC legal dept to confirm text for signs.

#### **2194/2223 Digital Communications**

- a) Communication & Social Media policy – see 7.c. above - approved
- b) Website –  
Neighbourhood Plan website – has been redeveloped, Cllrs L Butters & A Ward will keep the site updated and include a link from village site and vice versa.  
Village/ PC website – meeting to be held to go through website, update pages, refresh and keep the site updated. Cllrs S Downey & L Butters offered to do this.
- c) Facebook postings – further to the Comms & Social Media Policy being adopted at this meeting it was agreed, as is good practice, the Clerk will submit all posts, approved at a PC meeting, to the PC Facebook page, with the Chair acting as back up. Factual posts can be posted by the Clerk/ Chair without PC approval.

#### **2195/2223 Infrastructure Developments**

- a) Neighbourhood Plan – public engagement event at village hall on 20th July 2022. Locality funding has been agreed and set back to £0. NP leaflet will be distributed by foot around the village.
- b) Infrastructure Plan/ Pye Road cycleway – sent via email. Cllr J Mellish to update and reissue at the next meeting.
- c) Old London Rd – will have more information after tomorrow's meeting with SCC.

#### **2196/2223 Matters to be brought to the attention of the Council**

It was asked for the excessive email traffic to stop. Do not reply to all, just to the person to whom it concerns. Continue to send police and SALC emails.

National Highways report to be put on Facebook and website as this is a factual document. Feed on website will draw news through.

The annual grass cut on Old London Rd has been carried out by SCC.

Village white gates at Whights Corner has a post rotten – agreed to get quote to repair.

Cllr attended Police forum – report to be put on the website.

Suffolk community awards – village hall to be nominated – there are other categories – anyone can nominate

Road safety forum – Cllr to attend.

#### **Items for next agenda:**

Working Groups

Fen View play area  
Footpath 23  
Digital Comms – website  
Infrastructure Developments

Meeting closed at 2116hrs.  
Next meeting – Tuesday 2 August 2022.

Village website - <https://copdockandwashbrook.org/>