

Copdock & Washbrook Parish Council
Minutes of the Parish Council meeting
held on Tuesday 1 March 2022 at Copdock cricket pavilion - 7.30pm

Present: Cllr Keith Armes, DC Dave Busby, Cllr Laura Butters, Cllr Louise Carman, Cllr Terry Corner (Chairman), Cllr Simon Downey, Cllr James Mellish, Cllr Mike Watling, 6 x residents, Clerk - Angela Chapman.

2115/2122 Chairman's Welcome & Apologies: Chairman Corner welcomed all to the meeting. Apologies: CC Christopher Hudson. Apologies accepted.

2116/2122 Declaration of Pecuniary and Non-Pecuniary Interests: Cllr Mike Watling – C&W Tennis club; Cllr Louise Carman – Carman 4Seasons Ltd.

2117/2122 Requests for dispensations in respect of pecuniary interests: Cllr Mike Watling declared an interest in planning application DC/22/00995

2118/2122 Minutes: Minutes of the meeting held on 1 February 2022, one amendment – 2103/2122 – should read 'LA008 site - SCC will deliver the Hill Farm development themselves.' Then approved as a true record.

2119/2122 Clerk's Report including Matters Arising

Unity Trust bank – the Business Reserve account funds still have not been transferred. I am in contact with Unity Trust.

Internal audit requires the Parish Council to annually appoint the RFO. It has been pointed out to me, that the Clerk/RFO position is on a permanent contract basis and therefore, the RFO role cannot be re-appointed each year.

The Village Hall Dedication Ceremony all in order and arrangements done, currently around 60 people attending. We need to have an agenda of speeches and the actual dedication.

The new email addresses have been troublesome to log into, Clerk hoping to start using these at the beginning of March 2022.

The recycling bin in Pearsons Way needs a hard standing area.

There has been contact with the Cricket Club who is organising football for the residents of the hotel.

One Casual Vacancy.

2120/2122 Adjournment: Meeting adjourned at 1939hrs

Public Consultation for Quiet Lanes project - Quiet Lanes, Cllr James Mellish gave a Power Point presentation to the meeting, the lanes to possibly be included are Back Lane, Church Lane, Folly Lane.

Pointed out the scheme is to calm traffic, after a suggestion of a 20mph traffic limit. Quiet Lanes has been running for some time and is effective in slowing traffic. There was a suggestion of Belstead PC to apply the Quiet Lanes scheme to the other end of Church Lane. Cllr Mellish advised the project has been running for around a year, notifications have been distributed in the In Touch magazine, on the village noticeboards and Facebook. Church Lane will have a further survey carried out as the initial one was done in the COVID lockdown. Once the application is submitted, then additional surveys will be undertaken.

Parish Council decision further on in agenda.

Meeting reconvened 2009hrs.

2121/2122 Planning Applications:

Appendix A

DC/22/00901

Proposal: Full Planning Application - Conversion, alterations and extension of existing outbuilding to form annexe / holiday let

Location: Meadow Barn, Old London Road, Copdock And Washbrook, Suffolk IP8 3JW

Approve.

DC/22/00902

Proposal: Application for Listed Building Consent - Conversion, alterations and extension of existing outbuilding to form annexe / holiday let

Location: Meadow Barn, Old London Road, Copdock And Washbrook, Suffolk IP8 3JW

Approve.

DC/22/00955

Proposal: Householder Planning Application: Erection of two storey rear and side extensions

Location: Springcroft Cottage, Whights Corner, Copdock And Washbrook, Suffolk IP8 3LB

Side extension odd, timber clad, otherwise OK. Side ext no, site N Plan, access. Personal choice, but design consideration. Condition for road repair back to original state.

Concern over the following Neighbourhood Plan Provisional Policies relating to the development and specifically the two story extension to the South of the property:

- *Policy C&W 10 - Area of Local Landscape Sensitivity*

Development proposals in the Area of Local Landscape Sensitivity, should:

- *protect and enhance the special landscape qualities of the area*
- *be designed and sited so as to harmonise with the landscape setting of the site; and*
- *provide suitable landscape impact mitigation measures as part of the proposal*

- *Policy C&W 14 - Protection of Important Views and Landscape Character*

o *Outline how important local views will not be protected*

Policy C&W 16 - Design Considerations.

- *Proposals for new development must reflect the local characteristics and circumstance.*

In addition to the above, highways movements should be outlined to mitigate against:

- *Public access issues relating to the public footpath acting as the main access to the site*
- *Mitigation and rectification against possible damage caused during the construction period*

Appendix B

Planning Applications determined by Babergh DC

DC/22/00176

Proposal & Location of Development:

Application for works to trees subject to Tree Preservation Order BT330/G1: 30% Crown reduction and removal of overhanging limbs of multiple Lime trees on The Avenue

The Avenue, Copdock, Suffolk,

Granted.

2122/2122 Financial Matters & RFO Report

- a) payments for approval - approved as per payments list in accounting reports – Cllr Mike Watling and Chair Terry Corner to authorise.
- b) Cllr Louise Carman checked Scribe reports, Chair T Corner signed reports off.
- c) Review and approve the Internal Control Statement FY 2022/23 – defer completed form to April meeting. Cllr Louise Carman and Clerk to meet to review.
- d) Review and approve Standing Orders – due to Procurement Thresholds change – approve
- e) Review and approve Financial Regulations – due to Procurement Thresholds change – approve
- f) Risk Assessment review – reviewed and approved.
- g) Consider donation to SARS (Suffolk Accident Rescue Service) – not approved.
- h) Appoint RFO for FY 2022/23. Clerk pointed out that the Clerk/RFO position is on a permanent contract, therefore, the RFO role cannot be reappointed each year.
- i) Appoint internal auditor - defer to April
- j) Date of Annual Meeting of the Parish Council and Annual Parish Meeting agreed to be held on Tues 3 May.

Scribe accounting reports for the month distributed – payments list, cash book, bank reconciliation, copy of bank statement to month end.

2123/2122 Play area review – Fen View

- a. Quote/s and grants funding for new children's play equipment – Cllr MW meeting with Sovereign for options and quotes tomorrow. MW met with another supplier but no quote received. Once quotes received, school survey can be carried out and funding sought.

2124/2122 Queens's Platinum Jubilee

- a. The working group have reported they are finalising the location for the street party. Waiting to hear on funding applied for. Parish Council approved £1,000 towards the event, in case the grant funding is unsuccessful, or further funding is required.
- b. Torch Relay - Beacon lighting – Councils are able to nominate a local hero to carry torch through village on Friday 20 May 2022. Council agreed who should be nominated, Cllr Mike Watling to apply.

2125/2122 Village Hall Dedication Ceremony

Clerk confirmed all plans in place for Saturday 12 March 2022. Chair Terry Corner to make a speech, Clerk to contact Jones family members who are attending to ask if they would like to give a reply speech.

2126/2122 Quiet Lanes

Cllr James Mellish presented to the meeting under adjournments. Parish Council approved the scheme to submit to Suffolk County Council.

2127/2122 Infrastructure Developments

- a. Neighbourhood Plan update – voting cards have been distributed throughout the village for the referendum on 24 March 2022. A copy of the Neighbourhood Plan can be viewed at Cllr Laura Butters. See website for details
<https://copdockandwashbrook.org/neighbourhood-plan/>
- b. Infrastructure Business Plan & Pye Road cycleway update – Chair TC nothing to update.

2128/2122 Matters to be brought to the attention of the Council

Martin Taylor explained he is in contact with Suffolk FA, sharing ideas with refugees staying the hotel to see what they would like to do regards playing football. This starts to create opportunity for engagement with community, to help with their boredom and mental health. Hotel staff along with Cromwell – the Government contractor who are charged with looking after them - can maybe put other options to them. MT explained this is likely to be a medium-term situation, but the PC should engage with them. Perhaps a skills audit, maybe able to help in community. 2 refugees are multilingual who are acting as interpreters. There are 2 Professors amongst them

It was suggested the PC engage with hotel and refugees.

Cllr MW - Annual quiz night 29 March 2022 in village hall.

Cllr JM – litter pick and village tidy up arranged for 9 April 10am- 12noon at Church room.

Chair TC – flooding at Whights Corner/ Old London Rd – seems slightly better, but not solved. Flooding near Gladwells still a problem.

Items for next agenda:

Play area – Fen View

Queens Platinum Jubilee

Neighbourhood Plan

Village Hall Dedication wash up

Quiet Lanes

Meeting closed at 2139hrs.

Next meeting – Tuesday 5 April 2022 at Copdock village hall, 7.30pm.

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