

**Copdock & Washbrook Parish Council**  
**Draft Minutes of the Parish Council meeting**  
**held on Tuesday 1 November 2022 at Copdock cricket pavilion – 7.30pm.**

**Present:** DC Dave Busby, Cllr Keith Armes, Cllr Laura Butters, Cllr James Mellish/ Chair, Cllr Adrian Ward, 6x residents.

**2243/2223 Chairman's Welcome & Apologies:** Chair welcomed all to the meeting.

Apologies: Cllr Louise Carman, Cllr Simon Downey, CC Chris Hudson, Cllr Mike Watling. Apologies accepted.

**2244/2223 Declaration of Pecuniary and Non-Pecuniary Interests:** Cllr Ward – treasurer/ Copdock village hall.

**2245/2223 Requests for dispensations in respect of pecuniary interests:** None.

**2246/2223 Minutes:** Minutes of the meeting held on 4 October 2022 approved as a true record.

**2247/2223 Clerk's Report including Matters Arising**

The Deed of Easement document for the village hall site has been distributed to all stakeholders, replies received. The Parish Council should now be in a position to draft the final document for signing and completion. This will be worked on after the Copdock Bowls Club lease has been finalised.

Achilles YFC have signed and returned the updated license, the invoice for hire fees settled.

CC Chris Hudson has sent his monthly report which has been distributed to Councillors, he asked for a donation of £1,000 to Copdock Pre-school from his Locality Budget to be noted.

The Parish Council have received correspondence from a solicitor acting on behalf of a resident whose dwelling bounds onto a verge where a bus shelter is sited. The homeowner would like to move the bus shelter forward, at their expense.

New larger dog waste bin for Amor Lane has been ordered.

**2248/2223 Public Forum: to receive reports from County & District Councillors and residents. 1937hrs**

**County Councillor Chris Hudson:**

Not in the room.

**District Councillor Dave Busby:**

Report sent. Babergh Dc are bidding for share of the levelling up fund from central Government, predominantly to be used for Sudbury Town centre. BDC are running a competition to name 22 new bin lorries the Council is purchasing, forms are on Babergh website.

**Residents:**

Chair of Copdock & Washbrook Bowls Club, Clive Pearson presented the Clubs case for a rent parity with the village hall; Clive Pearsons was a member of the village hall committee when it was built and is aware the PC purchased the land and the bowls green and levied a rent on both to alleviate the cost of the land. The village hall no longer pays rent and as the bowls club lease has similar wording believes the bowls club should also not be expected to pay rent. The club currently has 44 members, 22 of whom live in the village. Covid had benefits with Government grants which was used to help improve the facilities, there are 9 players in a league team. Next years budget has a shortfall of £1,200, therefore a reduction in expenditure of £550 in rent would help this situation.

A resident living near the proposed Hill Farm Barns development gave concerns over the placement of bollards and queried parking space for the dwellings in the location.

Meeting reconvened 1943hrs

**2249/2223 Planning Applications:**

**Appendix A**

**DC/22/04958**

Proposal: Full Planning Application - Use of cabin as Cafe (Class E(b)), erection of single storey extension and ramped access

Location: Washbrook Service Station, Old London Road, Copdock And Washbrook, Ipswich Suffolk IP8 3LA

See <https://planning.baberghmidsuffolk.gov.uk/online-applications/> for comments.

**APPLICATION FOR OUTLINE PLANNING PERMISSION - DC/22/01605**

Proposal: Application for Outline Planning Permission (Access to be considered) - Demolition of existing redundant farm buildings and erection of up to 19No dwellings. Creation of a new vehicular & pedestrian access off The Marvens.

Location: Hill Farm Barns, Hill Farm, Old London Road, Copdock And Washbrook, IP8 3LE

Reason(s) for re-consultation: Transport Statement Addendum including proposals to close London Road to vehicular traffic received on 21.09.2022

See <https://planning.baberghmidsuffolk.gov.uk/online-applications/> for comments.

## APPLICATION FOR RESERVED MATTERS - DC/22/05086

Proposal: Application for Approval of Reserved Matters following Outline Planning DC/19/05619 and subsequent appeal APP/D3505/W/20/3248616 Town and Country Planning (General Management Procedure) (England) Order 2015 (as amended) - Submission of details for Appearance, Landscaping, Layout and Scale for 1No dwelling.  
Location: The Mane Riding Centre, Old London Road, Copdock And Washbrook, Ipswich Suffolk IP8 3JF  
See <https://planning.baberghmidsuffolk.gov.uk/online-applications/> for comments.

## APPLICATION FOR PLANNING PERMISSION - DC/22/05090

Proposal: Householder Application - Erection of a first floor front extension  
Location: 8 Dales View, Copdock And Washbrook, Ipswich, Suffolk IP8 3EX  
See <https://planning.baberghmidsuffolk.gov.uk/online-applications/> for comments.

## Appendix B

### Planning Applications determined by Babergh DC

DC/22/04201

Proposal & Location of Development:

Householder Application - Erection of single storey rear and side extension (following demolition of existing outbuilding)

Holly View, Old London Road, Copdock And Washbrook, Ipswich Suffolk IP8 3JF

**Granted.**

### 2250/2223 Financial Matters & RFO Report

- a) payments for approval - approved as per payments list as below to these minutes in accounting reports, Cllrs Downey & Mellish to authorise payments. Present Cllrs unable to access bank account.

**Action: Cllrs Mellish & Downey**

Supplier	Description	Type	Net	Total
Copdock & OI Cricket Club	Room hire	BT	£30.00	£30.00
Strudwick Codes	Website maintenance £	DD	£35.00	£35.00
A J Chapman	Clerk's expenses	BT	£64.70	£64.70
HMRC	PAYE & NIC	BT	£62.60	£62.60
A J Chapman	Clerk's salary	SO	--	--
NEST	Pension contributions	DD	£70.48	

- b) Scribe accounting report checked by Cllr Armes (Cllr Carman not present) and signed by Chair, approved by Council.
- c) Note and approve the External Audit report – noted and approved
- d) Considerations for budget yr 2023-24; it was agreed the PC would consult with residents via Facebook; Finance Working Group (FWG) to recommend on considerations at the December meeting as usual; advised much of the precept is already committed, and Babergh DC have cut back services. It was suggested the PC support applications for grants with criteria, also CIL to be offered to organisations within the village. On the agenda for December. **Action: FWG**
- e) proposal to install overspill temporary car parking surface – defer to December meeting for Cllr Watlings return, to be considered in budgeting for 2023-34
- f) consider future financial contributions to village hall site car park; the PC agreed to consider any future financial contributions in light of the Achilles YFC agreement for the recreation field
- g) Copdock Bowls Club; rent – the PC agreed and approved a peppercorn rent to the Bowls Club to align with their new lease and the Village Hall lease, to give support to both organisations. Both tenants are responsible for car parking areas and their own buildings, making responsibilities wholly equitable for both.
- h) Village hall play area – approved design, cost and purchase of replacement bench; 1 quote received, 2 further quotes to be sought for installation. **Action: Cllr Mellish & Clerk**

Scribe accounting reports for the month distributed – payments list, cash book, bank reconciliation, copy of bank statements to month end, see 2250/2223 b) above.

### 2251/2223 C&W Bowls Club lease & Deed of Easement

- a) Cllr Ward to draft lease for Bowls Club, Clerk to send to Birketts solicitors for approval, PC to approve at December meeting. Clerk to contact Birketts to confirm contact and costs. **Action: Cllr Ward & Clerk**
- b) Deed of Easement document – replies/ feedback received from stakeholders, Cllr Ward to redraft, Clerk to send to solicitors for legal confirmation, PC to approve at December meeting. **Action: Cllr Ward & Clerk**

### **2252/2223 Mineral Waste site/ quarry – Brockley Woods**

Agreed to send PC comments to Suffolk County Council regarding the planning submission, to include environmental and traffic concerns. Agreed for a post on Facebook, encouraging residents to respond directly to SCC. Lorry movements are a major issue for the PC. It was suggested if the application is approved for the PC to monitor the lorry movements possibly with ANPR kit.

**Action: Cllr Mellish & Clerk**

### **2253/2223 Quiet Lanes**

Cllr Mellish updated the meeting advising all 3 lanes in the village have been approved for Quiet Lane status, Back Lane, Folly Lane and Church Lane. £150 cost for the installation of posts was approved.

### **2254/2223 Play areas**

- a. Fen View – 3 quotes have been received for the new play equipment, funding options/ applications being arranged, through Babergh DC, CIL and other sources. A summary of all 3 quotes to be put on shared file for December meeting to include preferred option, cost, funding and installation date. Final option to be approved then. **Action: Cllrs Watling & Butters**
- b. play areas inspection report remedial works – deferred to December meeting **Action: Cllrs Mellish & Watling**

### **2255/2223 Communications**

- a. Live streaming of meetings – this meeting being live streamed, audio quality was not good at the last meeting. Approved purchase of conference microphone.
- b. Website development/ maintenance – Cllr Mellish produced a list of amendments/ updates to the site.

**Action: Cllr Mellish & Clerk**

### **2256/2223 Warm Spaces/Hub**

- a. The Friendship Club in the village which meets at the cricket pavilion, has extended the session time and is being funded by the cricket club to enable a warm space for villagers.

### **2257/2223 Infrastructure Developments**

- a) Neighbourhood Plan – Cllr Laura Butters updated the meeting –the updated Neighbourhood Plan document had been received last week, needs checking. therefore defer to Dec meeting for formal adoption. Cllr Butters to organise a meeting for NP group. **Action: Cllr Butters**
- b) Infrastructure Plan/ Pye Road cycleway – Cllr Mellish has made a start, rationalise the plan down and put in table format, budgeting and priorities, will circulate in next few days. OLR look for funding/ talk about at NP meeting. **Action: Cllr Mellish**

### **2258/2223 Matters to be brought to the attention of the Council**

None.

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

Budget considerations  
Bus shelter, Old London Rd, Maycroft lay-by  
Bowls Club Lease  
Deed of Easement

Meeting closed at 2115hrs.

Next meeting – Tuesday 6 December 2022, Copdock cricket pavilion, 7.30pm.

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