

Copdock & Washbrook Parish Council
Minutes of the Parish Council meeting
held on Tuesday 4 October 2022 at Copdock cricket pavilion – 7.30pm.

Present: DC Dave Busby, Cllr Laura Butters Cllr Louise Carman, Cllr James Mellish – Chair, Cllr Adrian Ward, 8x residents.

2228/2223 Chairman's Welcome & Apologies: Chair welcomed all to the meeting.
Apologies: Cllr Keith Armes, Cllr Simon Downey, Cllr Mike Watling. Apologies accepted.

2229/2223 Declaration of Pecuniary and Non-Pecuniary Interests: Cllr Carman – Carman 4Seasons Ltd; Cllr Ward – treasurer - Copdock village hall.

2230/2223 Requests for dispensations in respect of pecuniary interests: None.

2231/2223 Minutes: Minutes of the meeting held on 2 August 2022, approved as a true record subject to amendment to 2209/2223 c). Minutes of the meeting held on 6 September 2022 approved as a true record.

2232/2223 Clerk's Report including Matters Arising

Insurance renewal documents received, distributed and to be approved at this meeting. There is a 22% increase in premium this year.

Signs for Mill Lane and Fen View play area received and posted up.

SCC have given confirmation that the Parish Council can lay temporary plastic surface to enable car parking on the recreation field.

BDC have confirmed it is in order for the Parish Council to install a further dog waste bin along the footpath beside the Brook pub within the distance criteria.

An email from Neil Ward Planning agent for the quarry and mineral site lorry routes has been received and forwarded to all Councillors.

Tree work by resident in Mill Lane has been carried out, pruning back all vegetation overhanging their garden. A holly tree that is standing in the play area has been left.

Phone box library – an offer of maintenance has been received from a resident to help maintain the library. Our previous Chairman used to do this.

2233/2223 Adjournment: 1940hrs
County Councillor Chris Hudson:
Not in the room.

District Councillor Dave Busby:

Babergh reviewing budget which is not easy; there is a local tax reduction scheme for those on universal credit out for consultation which will give 100% relief on Council tax.

The review of car park strategy and charges continues.

Residents:

Village hall manager confirmed communication between Achilles YFC and other stakeholders of the village hall site was going well. There was a request to reiterate that due to the increased use of the car park that the Parish Council would be expected to contribute to the maintenance of the car park surface.

Meeting reconvened 1946hrs

2234/2223 Planning Applications:

Appendix A

DC/22/04750

Proposal: Householder Application - Erection of a first floor extension to existing single storey conservatory

Location: Coles Green Cottage, Chattisham Road, Copdock And Washbrook, Ipswich Suffolk IP8 3HB

Comments: No objection. Sympathetic to the surroundings and existing dwelling.

Action: Clerk

Appendix B

Planning Applications determined by Babergh DC

DC/22/02409

Proposal & Location of Development:

Householder Application - Erection of Extension.

Brook Barn, The Street, Copdock And Washbrook, Ipswich Suffolk IP8 3HX

Granted.

DC/22/03726

Proposal & Location of Development:

Householder Application - Erection of single storey rear and side extensions.

11 Charlottes, Copdock And Washbrook, Ipswich, Suffolk IP8 3HZ

Granted.

2235/2223 Financial Matters & RFO Report

- a) payments for approval - approved as per payments list in accounting reports, Cllrs Butters & Mellish to authorise payments. **Action: Cllrs Butters & Mellish**
- b) Scribe accounting report checked by Cllr Carman and signed by Chair, approved by Council.
- c) Consider and approve insurance renewal – agreed and approved to renew policy. **Action: Clerk**
- d) Achilles YFC:
 - i. review updated licence – agreed and approved to amend re training and car parking, and send to Achilles for signature **Action: Clerk**
 - ii. hire fee agreed at £600 for the season, no increase on last season due to the cost of living crisis
 - iii. agreed and approved to hold 3 monthly meetings between stakeholder of the village hall site **Action: Chair?**
- e) proposal to install overspill temporary car parking surface – Cllr Watling obtaining information and quotes; ties in with 2235/2223 d) above; agreed to continue to find funding/ grants/ CIL and tie in with the play equipment scheme.
- f) Procurement – The Parish Council do not have contracts with Suffolk County Council or Babergh District Council for environmental management in the village despite both Council cutting verges and the Public Rights of Way. Cllr Mellish confirms the PRow are cut each year. Other environmental management in the village need to have a transparency point of view and needs reviewing. Cllr Mellish has offered to take responsibility on behalf of the PC for signing off any works carried out for the Parish Council. It was confirmed the PC take value in using local companies to do work in the village. It was agreed the Finance Working Group would meet to build a framework for a contract to be used for future works. Cllr Ward asked for the record to be set straight with regard the misunderstanding of questioning the integrity of a contractor who carries out work for the PC by way of a letter from the Chair. **Approved?**
- g) Proposed new dog waste bin on footpath next to the Brook, Cllr Mellish to carry out a site visit to find a suitable location for fixing. Also larger bin to be installed at Amor Lane site. Agreed and approved.

Scribe accounting reports for the month distributed – payments list, cash book, bank reconciliation, copy of bank statements to month end, see 2235/2223 b) above.

2236/2223 Bramford to Twinstead Reinforcement - Launch of Targeted Consultation

Consider response to the consultation. Cllr Mellish email a response to all Councillors, he will re-issue, if no comments from Councillors will assume acceptable to send.

2237/2223 C&W Bowls Club lease & Deed of Easement

Representative from Copdock Bowls Club are ready to sign the lease, Cllr Mellish as Chair will arrange to meet and sign the lease on behalf of the Parish Council. **Action: Cllr Mellish**

It was pointed out that the lease for the village hall and bowls club are different and Cllr Ward believed they should be the same.

It was agreed the draft Deed of Easement document would be sent to all stakeholders i.e. Copdock Cricket Club, Copdock Bowls Club, Copdock Village Hall, Copdock Tennis Club, (who is represented on the document at present) for corrections. It's believed the Cricket Club need to register with the Land Registry. **Action: Clerk**

It was agreed the PC would use Birketts solicitors for updating and signing of the Deed of Easement only.

It was agreed terms for **the Deed of Easement?** would be agreed at the next meeting, Cllr Butters to issue information to all Councillors through the Clerk for comment. **Action: Cllr Butters**

Clerk to compile a chronological list of documents and clarify legal fees for the next meeting.

Action: Clerk

2238/2223 Play areas

- a) Fen View update – Cllrs Butters confirmed Cllr Watling had met on site with the funding officer and is working thorough the 106 application to be topped up by the PC's CIL. It was confirmed the CIL allocation to the PC are on the Babergh DC website in the public domain.
- b) bench at the village hall play area - get a price from Realise Futures for next meeting. **Action: Clerk**
- c) play areas inspection report received, Cllr Watling compiled report of remedial works that may require carrying out. Cllrs Mellish & Watling to meet to go through the list. **Action: Cllrs Mellish & Watling**

2239/2223 Trees, Hedgerows and Wildflower Scheme 2022

Cllr Mellish has applied for 3 sites in the village, Folly Lane bridle way, additional hedging in Jubilee Meadow and wildflower seed along Pheasant Rise. Waiting to hear back from BDC. **Action: Cllr Mellish**

2240/2223 Communications

- a) Live streaming of meetings – this meeting being live streamed, audio quality not good. May test different type of system.

2241/2223 Infrastructure Developments

- a) Neighbourhood Plan – no update
- b) Infrastructure Plan/ Pye Road cycleway – no update Cllrs Butters & Mellish to look at funding for application for specific projects. Propose to write a case for support by Christmas.

Action: Cllrs Mellish & Downey

- c) Old London Rd – update as above b). Add into b above for next agenda.

2242/2223 Matters to be brought to the attention of the Council

Cllr Butters – next agenda – Warm Spaces/ Hubs. Spaces being collectively organised by organisations to help with cost of living needs. Funding available from BDC.

Items for next agenda:

Village hall site car park surfacing costs ???

Agreed remedial works for play areas

Website development

Fen View play area/ funding

Route map for lorries for quarry

Quiet Lanes

Meeting closed at 2130hrs.

Next meeting – Tuesday 1 November 2022, Copdock cricket pavilion, 7.30pm.

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