

Copdock & Washbrook Parish Council
Minutes of the Parish Council meeting
held on Tuesday 7 February 2023 at Copdock cricket pavilion – 7.30pm.

Present: DC Dave Busby, Cllr Keith Armes, Cllr Laura Butters, Cllr Simon Downey, Cllr James Mellish/ Chair, Cllr Adrian Ward, Cllr Mike Watling/ Vice Chair, Clerk. 3x residents.

2291/2223 Chairman's Welcome & Apologies: Chair welcomed all to the meeting.
Apologies: CC Chris Hudson; Cllr Louise Carman. Apologies accepted.

2292/2223 Declaration of Pecuniary and Non-Pecuniary Interests: Cllr Ward – treasurer/ Copdock village hall;
Cllr Watling – Copdock Tennis Club, planning Marvens.

2293/2223 Requests for dispensations in respect of pecuniary interests: None.

2294/2223 Minutes: Minutes of the meeting held on 6 December 2022, approved as a true record.

2295/2223 Clerk's Report including Matters Arising

Cllr Ward and myself attended a virtual meeting with Birketts solicitors, at their request, to iron out issues on the Bowls Club lease and the Deed of Easement document. Update on the agenda.

Invoices have been sent to all allotment tenants. The PC have now subscribed to the National Society of Allotments, the organisations Terms & Conditions will be used and sent to all allotment tenants as requested by Suffolk County Council.

SCC have sent the renewed lease and Heads of Terms, and plan of the site for approval.

Quotes for environmental management have been shared with the Council in readiness for approval of the contractor for this year.

After several email exchanges with Babergh and the developer of the site on Old London Rd next to the TTV engineering works, the PC offered the following names for the road:

Halfway Rd; Middling Rd or Hewitt Close/ Rd. No confirmation received to date.

I attended a virtual meeting with Scribe to review the accounting system and update the budget figures and cost codes. This will help streamline the reports, and with effect from 1 April 2023 give an actual spend against budget figure.

I'm due to attend a Parish Liaison meeting with Babergh District Council on 1st February. Report to follow.

I'm also attending a BDC election briefing virtual meeting before the elections in May this year, as I understand there have been some legislative changes.

2296/2223 Public Forum: to receive reports from County & District Councillors and residents.

Started: 1935hrs

County Councillor Chris Hudson: apologies received.

District Councillor Dave Busby:

The Parish Liaison meeting was well attended, the communities team well organised, £2.4m given out in grants; budget 2.99% for council tax, £5.30 on Band D; BDC dropped below 9%, over 10% before; housing and rental putting rents up 7%, huge amount of work to bring housing stock up to scratch. Building services gone up 50%, strange situation still directed by Gov, 5yr period of 1% below inflation, losing money, then changed and 1% above inflation, so now capped to 7%. Covered £2m shortfall. Challenging 2/3 yr period ahead.

Residents – gave concerns over traffic outside the proposed Marvens development.

Closed: 1952hrs

2297/2223 Planning Applications:

Appendix A

Planning Applications to be considered

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: Additional documents added 04.01.2023

Comments: Approve subject to conditions.

See Babergh planning portal at <https://planning.baberghmidsuffolk.gov.uk/> for full comments.

APPLICATION FOR PLANNING PERMISSION - DC/23/00006

Proposal: Full Planning Application - Erection of store and workshop building and construction of hard surface to existing private way track.

Location: Land South Of Tudor Cottage, Elm Lane, Copdock And Washbrook, IP8 3ET
 Comments: *Approve subject to conditions.*
 See Babergh planning portal at <https://planning.baberghmidsuffolk.gov.uk/> for full comments

APPLICATION FOR CONSENT TO CARRY OUT WORKS TO TREE(S) PROTECTED BY A TREE PRESERVATION ORDER - DC/23/00034

Proposal: Application for Works to Trees subject to Tree Preservation Order BT403/T3 and T4 - Reduce height and spread of 1No. Beech Tree (T1) by approx 2m. Prune 1No. Beech (T2) to match T1.

Location: Doggers, Old London Road, Copdock And Washbrook, Ipswich Suffolk IP8 3JF
 Comments: *No comments, suggest a full assessment carried out and approved in writing.*

Appeal Reference: **APP/D3505/W/22/3306790**

Appeal by: Mr Colin Brett

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

Comments: *The Parish Council reiterate its previous comments, object to this application, as there is potential for overdevelopment, now and in the future. The bat survey is out of date.*

**TOWN AND COUNTRY PLANNING ACT 1990
 APPEAL UNDER SECTION 78**

Appeal Reference: **APP/D3505/W/22/3307090**

Appeal by: Mr G Bridges

Proposal: Application for Outline Planning Permission (Access points to be considered, Appearance, Layout, Landscaping and Scale to be reserved) Town and Country Planning Act 1990 - Erection of 12No. dwellings (including 5 no. affordable).

Location: Land To The Rear Of Brooke House, Old London Road, Copdock And Washbrook, IP8 3JD

Comments to Planning Inspectorate:

Copdock & Washbrook Parish Council objected to the original application.

It is noted a revised footpath route has been incorporated into the latest scheme.

As per Suffolk County Council Highways latest comments - the current access layout is not deemed acceptable to serve this level of development from a high-speed 50mph dual carriageway road. A junction type access of a suitable width should be required to serve this development. This should include segregated pedestrian access into the development, linking from the existing footway should the development get planning permission.

The Parish Council object to this planning application, and recommend refusal.

Appendix B

Planning Applications determined by Babergh DC

Approval of Reserved matter **DC/21/04454** Cameo Hotel, OLR see print off

Cameo Hotel Old London Road Copdock And Washbrook Suffolk IP8 3JD

Proposal: Submission of Details (Reserved Matters) application and Discharge of Conditions 2,3,4,5,6,7,9,10,11,12,13,14,15,16 for Outline Planning Permission DC/19/04308. Access, Appearance, Landscaping, Layout and Scale for the erection of 9no dwellings.

Granted.

2298/2223 Financial Matters & RFO Report

- a) payments for approval – as listed. Authorised by Cllrs Downey & Mellish.

Action: Cllrs Downey &

Mellish

No.	Payee	Description	Net	VAT	Total
133	S Downey	Microsoft 365 annual subs	66.66	13.33	79.99
134	National Allotment Society	Annual subscription	67.00	0	67.00
135	Strudwick Codes	Website management	35.00	0	35.00
136	C&W PCC	Room hire	47.00	0	47.00
137	Comm Action Suffolk	Website hosting fee	35.00	7.00	42.00
138	Copdock village hall	Room hire	64.60	0	64.60
139	Birketts solicitors	Legal fees	1,101.00	220.20	1,321.20
140	C & OI Cricket club	Room hire	32.50	0	32.50
142	HMRC	PAYE & NIC	78.00	0	78.00
143	A Chapman	Clerks expenses	93.96	0	93.96

- b) Scribe accounting report checked by Cllr Armes and signed by Chair, approved by Council.
- c) review renewal lease for allotment land from SCC – noted that if planning approved the lease would be forfeited. Lease approved. Associated with allotments, allotments invoices – agreed at last meeting to send Jan 2023 to March 2024. There had been a misunderstanding, invoices sent for 12 month period Jan – Dec 2023. Send further invoice for Jan 2024 – March 2024, aligning the invoices with the financial year.
- d) Appointment of internal auditor for fin yr 2023/24 Trevor Brown £240.00 - approved.
- e) To note external auditor appointed by SAAA for 5 years: PKF Littlejohn – noted.
- f) Approve & sign Internal control statement yr 2023/24 – defer to March.
- g) Review bank account/ reserves/ funds interest rates. Review delegated authority to FWG. March agenda
Action: FWG to meet
- h) consider and adopt Climate Awareness & Environmental policy - approved and adopted.
- i) Review hiring costs for recreation field – awaiting further info - defer to March agenda.
- j) Consider grant request from Copdock & OI Cricket club for PV solar panels. Proposal of £2k. No agreement. Send application form to Copdock Cricket club. Advertise the opportunity of grant applications in Facebook and In Touch. Groups need to demonstrate members are from the village. Add to April agenda. **Action: what funds are available; Cllr Butters to make recommendations, review application form and draw up basic framework for Grants policy.**

Scribe accounting reports for the month distributed – payments list, cash book, bank reconciliation, copy of bank statements to month end, see 2298/2223 b) above.

2299/2223 C&W Bowls Club lease & Deed of Easement

- a) **Bowls Club lease** – lease ready to sign, C&W Bowls Club will register at HMLR themselves.
Action: Cllr Ward
- b) **Deed of Easement** – ongoing – Copdock Cricket Club need to register land with HMLR.
Action: Cllr Ward

2300/2223 Risk Assessment Register

- a) Review register and note – 2 medium risks, nothing major; maintenance needed on bus shelter, no safety issues. Noted.

2301/2223 Environmental Management

- a) quotes considered from summary sheet, agreed and approved contract to Tye Farm Contracts, 12-month contract.
Action: Clerk

2302/2223 Play areas

- a) Fen View update – funding applied for, BDC requested further information. Waiting for BDC to assess the application.
- b) Remedial works from Cllr Watlings inspection report resume considered. £2.5k from CC Chris Hudson's Locality budget granted towards the refurbishment works, immediate works painting existing equipment and weedkilling surfaces. Approved.

2303/2223 Coronation of King Charles III

- a) Confirm celebration arrangements underway, led by Cllr Mike Watling, the same group who organised the Queen's Jubilee event. Date is Sunday 7 May, 2 options for venue, decided on the Brook pub car park. Logistically better and the pub will provide food and drink. Worked well in this location last year. Asking PC for £1,500 grant towards the event, it will be a free event. A letter will be sent to all companies in village for donations. PC led therefore covered under the PC insurance. No beacon to be pursued for the Coronation. Grant of £1,500 approved subject to donations received.

2304/2223 Infrastructure Developments

- a) Neighbourhood Plan – PC need to approve for consultation, public event on Sat 11 March. Another group formed with other Parish Councils and Ian Poole re fringe development. Some Councillors had meeting with Bentley Parish Council re Brockley Wood quarry application. Cllrs Butters pointed out the JLP, part 2 will trump the NP, the PC should be mindful of reviewing the plan.
Leaflet time – change to 10am to 12 noon.
Village residents to drop form to 4 Councillors. Cllr Laura Butters to hold hard copy.
- b) Infrastructure Plan/ Old London Rd – NP group can look at infrastructure plan – PIIP - once NP complete. Put this item further up the agenda – March.

2305/2223 Naming of new road

- a) Confirmation and noted under Clerk's report.

2306/2223 Matters to be brought to the attention of the Council

Litter pick on 25 Feb.

Items for next agenda:

Quiet Lanes

Litter pick report

Review bank account/ reserves/ funds interest rates

Review hiring costs for recreation field

Grants policy and application form

Meeting closed at 2129hrs.

Next meeting – Tuesday 7 March 2023, Copdock cricket pavilion, 7.30pm.

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