

Copdock & Washbrook Parish Council

Minutes of the Parish Council meeting held on Tuesday, 3 September 2024, 7.02pm

at the Village Hall, Old London Road, Copdock

Present: Cllr A Ward (Chair), Cllr L Butters (Vice-chair), Cllr S Downey, Cllr M Green, Cllr D Tyrrell

In Attendance: Mrs S Frankis, Parish Clerk & RFO
District Cllr, Dave Busby
District Cllr, John Whyman
3 Members of the public

The meeting was chaired by Cllr A Ward.

2683/2425 APOLOGIES: to RECEIVE and APPROVE Apologies for Absence

No apologies were received.

2684/2425 DECLARATIONS OF INTEREST: to RECEIVE any Declarations of Interest

No declarations were received.

2685/2425 DISPENSATIONS: to APPROVE any Requests for Dispensations

No requests for dispensations were received.

2686/2425 VEXATIOUS POLICY: to ADOPT a Parish Council Policy to deal with Abusive, Persistent or Vexatious Complaints and/or Complainants

Cllr S Downey arrived at the meeting.

The Parish Council unanimously agreed to adopt the Vexatious Policy, as circulated to the Council prior to the meeting.

The meeting was adjourned.

2687/2425 To RECEIVE Reports from the County and District Councillors

(i) District Cllr Busby advised of the danger of leaving a rechargeable battery 'on charge' during the night or left unattended, following his own experience when his neighbour's property was severely fire damaged after a rechargeable battery left 'on charge' throughout the night, exploded.

He also expressed the importance of ensuring that fire alarms are fitted in your home and that they are tested regularly.

Cllr Downey asked if the new Government's plans to put previously announced spending on hold would have an effect on councils? Cllr Busby responded that yes, it would, and that he couldn't envisage the District Council receiving any new funds in the near future.

No report from Cllr Hudson had been received.

(ii) To RECEIVE Comments from Residents of the Parish on Current Agenda Items

Mr M Watling advised of the intention of the Tennis Club to submit a CIL grant application to fund necessary works and upgrades.

District Cllr J Whyman arrived at the meeting.

A report had been received from District Cllr J Whyman and circulated to the Council prior to the meeting.

The meeting was reconvened.

2688/2425 MINUTES: to RECEIVE and CONFIRM the Minutes of the Parish Council Meeting held on 6 August 2024

The minutes of the meeting held on 6 August 2024, having been circulated to the Council prior to the meeting, were confirmed as an accurate record of the meeting; the minutes were duly signed by Cllr Ward.

2689/2425 MATTERS ARISING: to CONSIDER Matters Arising from the Parish Council Meeting held on 6 August 2024

There were no matters arising that wouldn't be dealt with under following agenda items.

2690/2425 FINANCE AND GOVERNANCE

i. SCHEDULE OF PAYMENTS: to Approve the Schedule of Payments for September 2024

Payments were approved as listed below.

| No. | Payee | Description | Net | VAT | Total |
|-----|---------------------|----------------------------------|---------|--------|----------|
| P50 | Moser Groundcare | Grass & verge cutting – July2024 | 1105.00 | 221.00 | 1,326.00 |
| P51 | Lloyds Bank | Corporate Card | 166.93 | 30.88 | 197.81 |
| P52 | Tesco Mobile | Clerk's phone | 7.50 | 1.50 | 9.00 |
| P53 | Community Heartbeat | Defibrillator pads | 57.95 | 11.59 | 69.54 |
| P54 | Cloudy IT | Cllr training | 35.00 | 7.00 | 42.00 |
| P55 | Mrs S Frankis | Home broadband | 15.00 | 0.00 | 15.00 |
| P56 | PKF Littlejohn LLP | External audit | 420.00 | 84.00 | 504.00 |
| P57 | Mrs S Frankis | Salary | 960.33 | 0.00 | 960.22 |
| P58 | HMRC | PAYE | 69.33 | 0.00 | 69.33 |

ii. BUDGET & FINANCE REPORT: to AGREE the August 2024 Budget and Finance Report, including the Bank Balance

The August 2024 Budget and Finance Report and the Cash Book had been circulated to the Council prior to the meeting and were agreed. Cllr Green verified the bank balances totalling £112,272.61.

ACTION: Cllr Ward is to post a facebook message to advise village groups/organisations about the availability of Parish Council S137 funding.

iii. BUDGET & PRECEPT 2025/26: to AGREE the membership of the Finance Working Group and to AGREE a meeting date

The Council agreed that Cllr Ward, Cllr Butters, Cllr Downey and the Clerk would meet to consider the 2025/26 budget and precept.

ACTION: Cllr Ward, Cllr Butters, Cllr Downey and the Clerk are to meet to consider the 2025/26 budget and precept.

iv. AGAR 2024: to RECEIVE the External Auditor's Report and Certificate 2024 (Section 3)

The external auditor's Report and Certificate 2023/24 (Section 3) was received by the Parish Council. On the basis of the external auditor's review of Sections 1 and 2 of the AGAR, in their opinion, the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practice and no other matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

There were no other matters raised by the external auditor which did not affect their opinion to be drawn to the attention of the Parish Council.

Sections 1, 2 and 3 of the AGAR 2023/24, together with a copy of the Notice of the Conclusion of Audit, have been published on the website.

ACTION: Cllr Ward is to post a copy of Sections 1, 2 and 3 of the AGAR 2023/24, together with a copy of the Notice of the Conclusion of Audit, on the Parish Council noticeboard.

2691/2425 CLERK'S REPORT: to RECEIVE the Parish Clerk's Report

The Clerk's Report had been circulated to the Council prior to the meeting.

The Clerk advised that an invitation had been received from Babergh District Council, asking if the Parish Council would like them to organise an Annual Play Inspection, as part of their own annual inspection program; the inspections would be carried out by The Play Inspection Company at a cost of £58 +VAT for each play area + a 10% admin fee. The Council unanimously agreed to ask Babergh District Council to arrange for play inspections to be conducted at the Fen View and Mill Lane play areas and the play equipment at the playing field. The Council agreed to ask if the inspection of play equipment at the playing field could be incorporated with one of the other areas or if it could be carried out at a reduced price due to there only being a swing and a seesaw there.

ACTION: The Clerk is to ask Babergh District Council to arrange for the play equipment at Fen View, Mill Lane and the playing field to be inspected and to ask if the swing and seesaw at the playing field could be included with one of the other areas or if it could be charged at a reduced rate.

2692/2425 PLANNING APPLICATIONS AND DECISIONS

The Planning Schedule for August 2024 had been circulated to the Council prior to the meeting.

i. Brockley Wood Update

Cllr Ward advised that the Court confirmation of Consent Order, which will formally quash the approval, has been received. He advised that the thinking of the Bentley / Copdock & Washbrook Group is to seek a high-level engagement meeting with Suffolk County Council executives to establish how they are going to approach a future application. The Group will be seeking assurances that there will be full and proper consultation opportunities for all interested parties; that there will be a change of Planning Committee members when deciding an application and that there will be adequate site visits undertaken.

District Cllrs Busby and Whyman pledged their support to the Parish Council going forward.

Cllr Ward referred to the recent press publication wherein Suffolk County Council suggested that a revised application could be forthcoming before the end of 2024; it is therefore imperative that the Group and Parish Council be mobilised and prepared to engage asap.

ii. DC/24/03517

*Householder application – erection of fencing (retention of), create side access opening and insert 1.8m gate and construction of dropped kerb with hardstanding.
Belldown, Old London Road, Copdock IP8 3JD*

The Parish Council agreed to submit a comment of no objection to the proposal to erect replacement fencing, all be it that the application appears to be retrospective as the works have already been carried out.

The Parish Council agreed to raise safety concerns it had regarding the installation of a side access, with dropped kerb onto the road. Vehicles are frequently parked in the vicinity, which could lead to poor visibility when exiting the property. The Planning Officer should be encouraged to visit the site to ascertain the situation for themselves; the Council notes this would be a new vehicular access rather than works being undertaken to an existing one.

DC/24/3518

*Application for Listed Building Consent – erection of close boarded fencing and gate.
Belldown, Old London Road, Copdock IP8 3JD*

The Parish Council agreed to submit a comment of no objection to the proposal to erect replacement fencing, all be it that the application is retrospective as it would appear the works have already been carried out.

DC/24/03447

*Application for Listed Building Consent – external works to landscape, construction of paved seating area and walkway. Erection of gazebo.
Hall Farm, Church Lane, Copdock IP8 3JZ*

The Parish Council agreed to submit a comment of concern that the construction of a paved walkway could lead to confusion for users of the Public Right of Way (PRoW). So that the integrity of the PRoW is preserved, the Council agreed to suggest that signage be installed advising of the PRoW route.

DC/24/03573

*Application under S73 for Removal or Variation of a Condition following grant of planning permission DC/24/01257 dated 19.06.24 Town and Country Planning Act 1990 (as amended) – erection of staff area extension to the barn (following demolition of existing store), internal and external works as detailed within the Design and Access statement and Heritage statement – to vary Condition 2 (Approved Plans and Documents) to amend design to include addition of 4 no. Heritage Rooflights to East Elevation of drinks reception area.
Hall Farm, Church Lane, Copdock IP8 3JZ*

The Council agreed to submit a comment of no objection.

DC/24/03593

Application under Section 19 of The Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) for DC/24/01258 dated 19.06.24 – erection of staff area extension to the barn (following demolition of existing store, internal and external works as detailed within the Design

and Access statement and Heritage statement. To vary Condition 2 (Approved Plans and Documents) to amend designs to include addition of 4 no. Heritage Rooflights to East Elevation of drinks reception area.

Hall Farm, Church Lane, Copdock IP8 3JZ

The Council agreed to submit a comment of no objection.

DC/24/03546

Application for Approval of Reserved matters following grant of Outline Approval DC/21/02510 Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) Submission of details for Appearance, Scale and Layout and Landscaping of 4 no. dwellings

Land to the rear of Brooke House, Old London Road, Copdock

The Council agreed to submit a comment of no objection.

- iii. DECISION NOTICES: to RECEIVE any Decision Notices published by Babergh District Council since the last meeting

No decision notices had been received since the last meeting.

2693/2425 PARISH COUNCIL WEBSITE: to AGREE Actions as Required

ACTION: Cllrs Green and Downey are to look at (i) moving the parish council email addresses away from Stackmail and (ii) registering the domain name.

2694/2425 COMMUNITY SPEED MANAGEMENT

- i. COMMUNITY SPEED WATCH SCHEME: to AGREE Actions as Required

Cllr Tyrrell advised that two new members are due to receive their training next week, and that another is currently being processed; this brings the number of volunteers to eight.

- ii. 20'S PLENTY : to AGREE Actions as Required

Cllr Tyrrell advised that the Parish Council has completed it's part of the application process and that it is now up to County Cllr Hudson and District Cllr Busby to complete the application.

- iii. SPEED INDICATOR DEVICE (S.I.D.): to AGREE Actions as Required

Cllr Tyrrell advised she has sought a price for a S.I.D unit and equipment.

ACTION: Cllr Tyrrell is to submit an application to County Cllr Hudson for funding to purchase the S.I.D. unit equipment.

The Council agreed to install one unit in the first instance, with a mind to purchase a second unit if needed.

Cllr Ward advised that the posts for the S.I.D. devices to be erected onto are due to installed the week commencing 16th September 2024.

District Cllr Busby left the meeting.

- iv. Old London Road Speed Data

Cllr Ward advised that as part of the Parish Council's efforts to make the Old London Road (OLR) safer, he has been pressing for better data in order to better understand the scale of the problem. As a result of this, the Safety Camera Team deployed a 'black box' recoding mechanism along the OLR which has enabled a comparison of vehicle volume and speed across two 7-day periods in April 2022 and April 2024. Councillors expressed surprise at the large decrease in the number of cars exceeding both the speed limit (50) and the prosecutable speed limit (57),

recognising that fewer cars speeding was of course to be welcomed. It was accepted that Suffolk Police are unlikely to change the frequency of Safety Camera Van visits on the back of this data.

The summary of the . data is –

| | April 2022 | April 2024 |
|---|------------|------------|
| Total vehicles in 7-day period (S/bound & N/bound) | 31,026 | 52,104 |
| Number of vehicles exceeding 50mph speed limit | 13,058 | 3,110 |
| Number of vehicles exceeding 57mph 'prosecutable' limit | 3,863 | 401 |

On the face of it, the data suggests a big increase in volume BUT the April 2024 data is significantly distorted by major travel disruption on one of the 7 days (21st April 2024). The difference in the volume between the two years is largely accounted for by the disproportionately large number on 21st April 2024.

2695/2425 INFRASTRUCTURE DEVELOPMENTS: Active Travel Scheme Update

i. Neighbourhood Plan

Cllr Ward advised that we continue to await the external examiners comments.

Cllr Ward advised that the Council will need to consider it's response to the Babergh and Mid Suffolk District Councils Joint Local Plan Part 2 Sustainability Appraisal Scoping Report Consultation and Proposed Approach to the Strategic Housing Land Availability Assessment Consultation. This consultation refers only to the criteria that BMSDC propose to adopt when reviewing the suitability of sites offered by landowners for inclusion in their JLP Part 2.

An invitation has been received from Sproughton Parish Council to discuss and better understand neighbouring parishes concerns and thereby work together to make it easier to submit a comprehensive response that covers all our concerns.

The Council agreed to accept the invitation.

ACTION: The Clerk is to accept the invitation from Sproughton Parish Council to discuss the Babergh and Mid Suffolk District Councils Joint Local Plan Part 2 Sustainability Appraisal Scoping Report Consultation and Proposed Approach to the Strategic Housing Land Availability Assessment Consultation.

ii. Suffolk County Council (SCC) /Active Travel Capel to Copdock Park and Ride Cycle/Walk way Scheme

Cllr Ward advised that a communication received from Suffolk County Council indicates that the design consultation will now be held in early 2025 and not late 2024.

2696/2425 PLAYING FIELD DOG WASTE BIN: to AGREE to Purchase and Pay for the Emptying of an Additional Dog Waste Bin at the Playing Field

The Council unanimously agreed in principle to purchase a dog litter bin to be installed at the Playing Field subject to approval from Babergh District Council and confirmation that they will be able to empty the bin.

ACTION: The Clerk is to complete and submit the Babergh District Council request form and to liaise with Martin Taylor at the Cricket Club regarding installation etc.

2697/2425 WHIGHTS CORNER

Cllr Ward advised that Suffolk County Council (SCC) testing of the streetlight columns (for CCTV to be installed on) was sought on 25th May 2024. Following his meeting today with County Cllr Paul West,

SCC Cabinet Member, who contacted his colleague during that meeting, it is hoped that approval will be forthcoming by the next Parish Council meeting.

2698/2425 OLD LONDON ROAD FOOTPATH RECLAMATION: to AGREE Actions as Required

Cllr Ward advised that during his meeting today with County Cllr Paul West, SCC Cabinet Member, he was able show him the sections of the OLR where the footpath has all but disappeared; Cllr West offered to explore the possibility of releasing some 'small works' funding to address the problem.

2699/2425 NEXT MEETING: to CONFIRM the Date and Time of the Next Parish Council Meeting

The next meeting of the Council is to be held on 8th October 2024 at the Village Hall, Copdock at 7pm.

2700/2425 MATTERS RAISED BY MEMBERS

No matters were raised.

2701/2425 ITEMS FOR THE NEXT AGENDA

Cllr Butters observed that a number of residents are contributing to the cutting of the central reservation of the OLR; those residents were thanked for doing so.

The Council agreed to review the continuance of the pre-meeting surgeries at the end of 2024.

There being no other business, the meeting closed at 8.55 pm.

Signed: _____

Date: _____

SUMMARY OF ACTIONS:

2690/2425 FINANCE AND GOVERNANCE

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Mrs S Frankis, Parish Clerk & RFO to Copdock and Washbrook Parish Council

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