

Wednesday 4th November 2020 - ZOOM Meeting commenced at 8pm

Present: J Miller (Chair), M Clements (Vice-Chair), K Baker, K Goudy, K Hall-Price (Clerk), District Cllr K Welham, County Cllr A Stringer and 0 members of the public.

1. **Welcome & Apologies:** The Chairman welcomed everyone to the November 2020 meeting using the Zoom forum. Cllr Mary Reeve attended via phone using the Zoom conference facility. Cllr M Helliwell, Cllr W Ratcliffe, Cllr J Harbidge, have all forwarded their apologies for this evenings meeting. District Cllr R Eburne has sent her apologies.
2. **Dispensations:**
 - a) To consider any requests for dispensations – No new requests received.
 - b) To note existing dispensations. The standing dispensation for Cllr Clements in respect of the proposed development land between Silver Street and Finningham Road and Cllr Reeve in respect of the proposed development of the Greenacres Site.
3. **To receive any declarations of personal/prejudicial interest.** Cllr Baker declared an interest on the planning application on Old Newton Hall – Family interest and historic reasons.
4. **To approve the minutes of the meeting held on 7th October 2020.** It was proposed by Cllr Clements and seconded by Cllr Baker to accept the minutes as a true and accurate record. The minutes will be signed accordingly by the Chairman at the next available opportunity.
5. **Councillor Vacancy and Co-Option** – Clerk has advertised again in the Crier but has not had anyone within the parish express an interest. Clerks intention is to keep advertising the vacancy until someone comes forward. We can and are operating fine with 8 Cllrs and potentially the not meeting in person and using technology may be putting some potential candidates off.
6. **Clerks report following October meeting.**
 - Crier submission was submitted by 12th October for the November edition.
 - The village website has been updated accordingly. The approved model Finance Regulations and model Standing Orders have also been uploaded to the village website.
 - RTI and Nest Pension submissions were completed.
 - All cheques for payment following the Zoom meeting approval for September payments were signed by Cllrs Goudy and Miller on Thursday 8th October 2020.
 - Clerk has set up virtual meetings on Zoom and made telephone access available to those without access to a computer.
 - Planning Responses were issued to MSDC following the meeting by the deadlines set.
 - Notice has been issued for the grass cutting tender to CGM. Clerk will be requesting tenders to be submitted for consideration for the new cutting season starting March / April 2021.
 - Letter to Silver Street resident issued responding to resident letter potentially applying to purchase land adjacent to property in order to expand garden confirming the Cllrs comments and observations are as detailed below:

The visibility splay down Station Road from the junction of Silver Street was the major concern raised by all Cllrs. Cllrs would not want to see this developed and would need to ensure that a sufficient visibility splay at least 2 meters from the road was kept. If the visibility splay is not hindered all Cllrs felt that this could be supported at Parish Council level.
 - Clerk has written to Mr Carter requesting payment for Frederick George Burton Trust land rent.
 - Cllr Stringer has kindly chased footpaths for me regarding the broken rails and steps reported in August. This is apparently still showing as no one has been out to visit/assess. Cllr Stringer has asked that this be looked at as soon as possibly given the next lockdown and people may well be out walking again.
 - **Remembrance Sunday – Sunday 8th November 2020** - The service will start at 10.45 at the War Memorial – It will be a short service and outside, due to the current Covid 19 restrictions there will not be a service in the church. There will be an online service for those that want to attend a full service. Suggested that the Chair attends at 10.50am, reads out the names and gives the minutes silence, lays the wreath at the memorial

and leaves, Councillors and members of the public are discouraged from attending but if they do attend must observe the social distance rules and everyone is welcome to honour the minutes silence at 11am.

Police Report

Police report not received at time of print of clerks report but will be included in the Crier if received before submission. Crime map stats are always going to be circa 6 weeks out of date.

- May 2020 – 1 x Burglary, 2 x violence / sexual offence
- June 2020 – 2 x anti-social behaviour, 1 x violence / sexual offence
- July 2020 – 2 x anti-social behaviour, 2 x public order
- August 2020 – 2 x violence / sexual offence, 1 x anti-social behaviour

- Theft of items from a vehicle parked on Bond Street in the town. Tuesday 3rd November between 3pm and 4pm, someone gained entry to a Volkswagen that had been left unlocked. Keys and a mobile phone were stolen from within.
- Attempted doorstep fraud in Stowmarket. Wednesday 4 November, in the vicinity of Phoenix Way. Two men knocked on the door of a house in the area and told the occupant that she owed them £100 for unpaid Amazon purchases, which she knew was not true and so the men subsequently left. Shortly after this, the same woman then received a phone call from an unknown number, with the caller claiming she needed to pay for items bought on her Amazon account. However, she had already double-checked with Amazon that there were no payments outstanding. The two men who called at the door are described as follows:
 - Male one: white, aged in his 20s, heavy build and blond hair. He was wearing a gold chain and numerous other items of gold jewellery
 - Male two: mixed race, aged in his early 20s, of slim build and wearing a black converse tracksuit
 They did not make any threats towards the woman whose house they called at, or make any attempts to enter the property. They walked off along a footpath, heading in the general direction of Mortimer Road.

7. Financial Matters & Financial Report

Online banking – Online banking was not up and running in time for the October payments to be made and cheques were issued in accordance with agreed arrangements at the October meeting. Clerk can confirm however that they are now available and the first online payment was made to Onwoods for the replacement chqs and qtr ending June for £437.72 paid on 26th October. November payments will be made using the online facility now in place.

Clerk confirmed that the External Annual and Accountability Return (AGAR) is now complete and the report and certificate have been issued and the invoice is presented for payment as part of the accounts for payment at this evenings meeting.

We will be looking at the budget process in November and December and a finance review meeting to be scheduled for 25th November. Our Precept needs to be determined and approved at the January meeting of the Parish Council.

Clerk has received a credit note for £75.00 for the extra cut charged for on Ward Green that was queried last month and didn't actually take place.

Bank Account Balances:

- Barclays Statement Balance = **£32,048.65** (27.10.2020).
- Scottish Widows 60 Day account balance = **£3,378.62** (30.09.20)
- Scottish Widows Deposit account = **£253.48** (30.09.20)
- Public Works Loan – Balance outstanding = **£22,246.80** (06.04.2020)

Accounts for payment – October 2020:

EXPENDITURE	CHQ/BACS/SO/DDR		NET	VAT	TOTAL
Karen Price	BACS	Salary less tax, NI, pension plus expenses – includes CAS annual website hosting £42.00	£1,136.54		£1,136.54
HMRC PAYE	BACS	Employee NI £25.15, Employer NI £37.20 less employment allowance £37.20	£25.15		£25.15
Nest Pension	DDR	Employee £40.07, Employer £30.05	£70.12		£70.12
ICO	DDR	Data Protection / GDPR	£35.00		£35.00
Adam Alexander	BACS	Cemetery Maintenance – October	£180.00		£180.00

Amity Arborists	BACS	Ward Green maintenance programme	£120.00	£24.00	£144.00
PKF Littlejohn LLP	BACS	Annual Governance & Accountability Return for financial year ending 31.03.2020	£200.00	£40.00	£240.00
Ken Goudy	Bacs	Supply of poppy wreath for Parish Council to lay at Memorial service	£20.00		£20.00

One Suffolk Website Hosting annual fee of £42.00 inclusive of VAT is due and can only be paid by credit / debit card. Clerk has purchased this claiming back through the expenses system.

RECEIPTS					
BMSDC	DC	CIL payment received	£2,231.89		£2,231.89
UKPN	100126	Wayleaves payment received	£12.48		£12.48
Perfitt	100125	Cemetery fees – Brian Lilley	£50.00		£50.00

Proposed and seconded for the accounts to be paid by Cllr Baker and seconded by Cllr Clements. All Cllrs agreed and were in favour for the Clerk to make the payments electronically where possible and only issue cheques if this wasn't possible.

8. Correspondence Received & Circulars:

- New Bridge & Footpath on the river Gipping at Baylam + follow up email received.
- Old Bells Farm Licence query – copy of emails received
- CAB Email received to be read to the Parish Council

Circulars received are being forwarded where appropriate to all Cllrs via email.

9. To receive District Councillor's Report – Mrs Rachel Eburne / Mr Keith Welham. All Cllrs have received the report prior to the meeting.

New helpline	Councils across Suffolk are funding a new telephone helpline, 0800 068 3131, for anyone with problems relating to debt, unemployment, benefits or housing. This is being coordinated by Citizens Advice Bureau.
Covid 19 funding	Mid Suffolk is administering the £500 compensation payment for those who have had to isolate due to Track and Trace. To date they have allocated £33,000. Separately, Government has provided £40,000 to the district council to use on compliance issues relating to Covid 19 such as environmental health or the need for Covid Marshalls in Stowmarket. We await details of support that might come from Government to help the Council through the new Lockdown period.
Culture Recovery Fund	Mid Suffolk supported two successful bids for this - £92,000 for the Museum of East Anglian Life and £84,000 for the John Peel Centre.
Civil Parking Enforcement (CPE)	CPE has been in place in Mid Suffolk since June. Numbers of penalty notices are relatively low due to the lockdown period. Enforcement officers will only visit areas where parking is enforceable – that is, where there are significant Traffic Regulation Orders (TROs), such as double yellow lines - and therefore are unlikely to be in Old Newton.
Joint Local Plan	The latest version of the Local Plan has just been published for consultation in respect of technical issues. A special meeting of Council will be held on 11 November to discuss the Plan. Subject to approval at that meeting, it will be submitted to the Planning Inspectorate. An Inspector will be appointed and there will be a public examination in mid 2021. The Inspector's report may well contain comments which will need to be taken into account before the Plan can be adopted. The place maps for Old Newton in the November 2020 (Pre-submission) version of the JLP are different from those in the July 2019 (Preferred Options) place maps. The new maps show the sites allocated for housing development – a total of 130 dwellings – and the new settlement boundary redrawn to include the site described as 'land south of Stowmarket Road'. The other two sites are within the boundary proposed in July 2019. There are also minor changes to the settlement boundary around the hamlet which includes the church and much of Chapel Road. Remains as a hinterland village.

Biodiversity Action Plan	The Biodiversity Action Plan, produced by the cross-party task force, will be considered for adoption at the Cabinet meeting due to be held on 9 November. The aim is to improve biodiversity in the way that MSDC operate, through specific initiatives and partnership working. One such initiative is to plant 500 trees and a kilometre of hedging during 2021/22. The task force will monitor the Action Plan and look for initiatives for increasing biodiversity.
Community Infrastructure Levy	CIL demand notices are issued at the start of developments for which CIL is payable. The total demanded by MSDC in 2019/20 was £10.2 million. Staged payments are made during the course of construction of the development. Receipts during the same period were £6.0 million. MSDC contributed £2.4 million from the strategic and ringfenced CIL fund towards the cost of the new building at Stowupland High School.

Home but not alone telephone helpline has been re-instated.

Haughley Site is hoping to engage with the village and the community as they appear to want to work alongside the community not against it.

10. To receive County Councillor's Report – Mr Andrew Stringer. Clerk received Cllr Stringer's report prior to the meeting and has issued to all Cllrs on email. Report taken as read.

Covid News - The recent Government announcement returning the Country to Lock Down has caused the County Council to revisit the policy framework we ran during the last lockdown, Mid Suffolk as I write is the only District in Suffolk with its infection rate going downwards, our District is 292nd out of 315 in the country, clearly showing Mid Suffolk is doing well but we must remain vigilant.

Area name	Daily cases reported	Cases reported in 7 days	Weekly case rate*	Wk on wk trend*	Cumulative cases	Cumulative case rate	National Rate Rank (of 315)
Babergh	21	88	93.4	↑	588	638.90	281
East Suffolk	10	120	52.5	↑	1,513	606.50	287
Ipswich	10	95	89.8	↑	1,154	842.90	230
Mid Suffolk	7	53	48.1	↓	614	591.00	292
West Suffolk	24	167	101.7	↑	1,202	671.30	273
Suffolk	72	523	75.1	↑	5,071	666.1	
East of England	1,909	13,764	103.2	↑	54,651	876.4	
England	20,602	138,784	228.1	↑	879,046	1561.7	

Submitted response to 'Planning for the Future Consultation' - Following the Government's announcement of a consultation on their proposed reforms to the planning system, my group has submitted a response representing the issues of Suffolk's urban and rural areas. The key points of our response were:

- Planning decisions must be kept local, as local communities have unique circumstances that will not be reflected if all decisions are taken at a national level.
- Planning approval should not be automatic or determined by AI decision-making, which could lead to inappropriate development that does not meet the needs of the local community.
- The environment must be safeguarded.
- Quality must not be lost for the sake of speed.
- Affordable housing must be protected.

Home But Not Alone Relunched - This service was paused in August because of low call demand and the lifting of Covid-19 restrictions. However, in light of Thursday's national lockdown, the service is now up and running again. The telephone number is freephone 0800 876 6926 and will be staffed from 9am to 5pm Monday to Friday. This phonenumber was absolutely vital during the first lockdown and it only right that the same support is on offer as we head into the next wave of lockdown. It helped thousands of people, who often didn't have a network of family or friends to call upon, access emergency support such as food and medicine deliveries and befriending schemes. The success of the service relied on the amazing local networks that sprung up across towns and villages in Suffolk and looked after those most in need. This Home, But Not Alone phonenumber compliments The Suffolk Advice and Support Service phonenumber (0800 068 3131) which helps those with debt, benefits employment or housing worries. This phonenumber, also delivered by the Collaborative Communities Covid-19 Board, is staffed by the Citizens Advice Suffolk Alliance, which includes the eight Citizens Advice Bureaus across Suffolk, and Anglia Care Trust and Ipswich Housing Action Group. Call handlers use

resources and information from across many Suffolk organisations and specialist providers, which can be tailored to individual needs.

Boundary review consultation on draft recommendations continues - Following a delay due to Covid-19, the Boundary Commission consultation on their draft recommendations continues. Recommendations include a reduction to 70 councillors. Any boundary changes will not be implemented until the 2025 elections.

The draft recommendations and boundary changes are available to view on the Boundary Commission's website: <https://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-county-council>

The biggest proposed change for Upper Gipping is the inclusion of Stowupland but the removal of Wetheringsett. The consultation on these recommendations will run from 15 September – 23 November and can be found here:

<https://consultation.lgbce.org.uk/have-your-say/18495>

11. Planning Applications

- **DC/20/04766** - Application for Listed Building Consent. Replacement of 6no modern windows with new windows that replicate existing older style windows at Old Newton Hall, Sandford Road, Old Newton, Stowmarket Suffolk IP14 4PL. Comments required by **18th November 2020**.

Cllrs could not see any issues. Cllrs are appreciative of the applicants restoration of the period windows in hard wood as opposed to soft wood and trying to restore the building to its former self... The applicants should be commended in their efforts. Cllrs are also aware that Heritage have suggested some changes be made regarding a bar and the cross section and Cllrs are very happy with the replacement of the windows but would suggest that the heritage guidance is followed. This was Proposed and seconded – all Cllrs are in favour of this application if Heritage guidance is followed.

- **DC/20/04864** - Householder Planning Application -Erection of an extension to existing workshop and conversion to domestic annexe at 26 Chapel Road, Old Newton, Stowmarket, Suffolk IP14 4PP. Comments required by **23rd November 2020**. This application will need to be discussed at a future planning meeting to be arranged by 23rd November as it arrived too late to be included on tonight's agenda. Agreed at the end of the meeting to have the planning meeting on Thursday 19th November at 8pm over the Zoom format.

12. Planning Decisions –

- **DC/20/03239** – Plot 2 Grassmere House, Finningham Road, Old Newton – Erection of new detached cartlodge for dwelling under construction. **MSDC Planning Application Granted.**
- **DC/20/03238** – Plot 1 Buttermere House, Finningham Road, Old Newton – Erection of new detached cartlodge for dwelling under construction. **MSDC Planning Application Granted.**
- **DC/20/02785** – Nether Hall, Chapel Road, Old Newton – Erection of cartlodge with workshop and hobby room. **MSDC Planning Application Granted.**
- **DC/20/03693 & DC/20/03694** – Ivy Cottage, Brown Street, Old Newton – Discharge of condition 5 (Refuse bins and collection areas. MSDC determine that prior to first occupation, details be provided for storage and presentation. Ongoing requirement for development refuse and bins collection areas to ensure that refuse recycling bins are not stored on the highway causing obstruction and danger for other users.
- **DC/20/03727 & DC/20/03726** – Ivy Cottage, Brown Street, Old Newton – Approved condition of action required prior to commencement of development for landscaping scheme. No development shall take place until there has been submitted and approved in writing a scheme of hard, soft and boundary treatment landscaping works for the site in the interests of visual amenity, character and appearance of the area.
- **DC/20/03892** - Householder application - Erection of single storey front and first floor side extension. Erection of two storey rear extension to garage and alterations to roof to form annexe ancillary to principal dwelling (re-submission of DC/20/02585) at Mill House, Ward Green, Old Newton, Stowmarket Suffolk IP14 4EZ. **MSDC Planning Application Refused.**

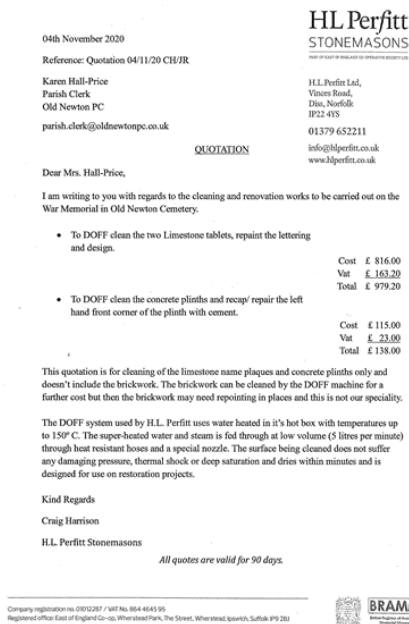
13. Dog Mess Signage & Dog Mess– Update. Chair has the signs still and 2 have been issued to Downs footpath. Moving the dog bin at hundred lane to be moved onto the scarf land side of the bridge, unfortunately the bridge posts are not at a good angle, there isn't any other suitable posts to mount it on.

14. Cemetery Review – Memorial Wall / Repairs.

Quotes received so far for the war memorial repairs and renovations are as follows: Proposed to go with Berton & Woods – Seconded by Clr Clements – All in favour.

- **F Masters Ltd** – Clean whole memorial, repair the crack in the base £295, To repaint 285 letters £498.75 – Total cost of £793.75 + VAT £158.75 = **£952.50**

- **Bierton & Woods** – To renovate the memorial will be **£800 +VAT**. As discussed pointing up of the brickwork may be additional if required but won't know how much will need doing until it's cleaned.
- **Perfitt** –



15. Piip - Review of play equipment. Village hall are looking to raise money to replace the existing play equipment. This needs to be reflected within our Piip. Agreed changes made during the meeting to be re-issued to all Cllrs and MSDC.

16. Public Gallery Comments

- No comments

17. Councillors Matters to be brought to the attention of the Council

- Cllr Clements – SID unit has been requested if it could be borrowed by Stowupland Parish Council to understand how it operates and is used. The existing Stowupland SID has a very low battery life and doesn't last long enough. There's so much traffic. From the point of view of being good neighbours we should share resources and would request that Stowupland should cover any insurance of the unit whilst its in their position. Clerk and Claire to investigate insurance. Cllr Clements to install and remove for Stowupland Parish Council. Stowupland to arrange for the removal of their existing equipment. Subject to insurance details in place. Secoded by Cllr Goudy and all cllrs approved.
- Cllr Baker – Set date for the finance review meeting – Cllrs need to have a meeting for clerk review at the 6 mths point. Suggested for February 2021.
Email from Jo Churchill – Road safety issues – Quick reminder on the issues replacing the non slip surface by the junction, re-painting of the road markings were done, positioning not done, safety barrier not done, 30pmh not done, slow signs on Chapel road not done, flooding water on School Road – not done. Cllr Baker apologised for taking the eye off the ball and will re-visit the issues. No stopping on the zig zags – highways have installed a small yellow sign.
- Cllr Goudy received a scam call about the properties not being in the correct banding. Highlighted in the crier. Confirmed that MSDC would never telephone you to discuss the banding of your property – **DO NOT GIVE OUT YOUR BANK DETAILS...**

18. Additional Matters for inclusion on the agenda for the next meeting.

- Co-Option / Cllr Vacancy
- Cemetery / Memorial Wall – Update
- Budget / Precept Initial papers / Finance Review meeting – Wednesday 25th November

19.Date of the next Parish Council meeting – Next meetings : **Thursday 19th November 8pm** – Planning, **Wednesday 25th November 8pm** - Finance Review, **Wednesday 2nd December 8pm** – December Full Parish Council.

Meeting closed at 21.25hrs