

**Wednesday 2<sup>nd</sup> December 2020 - ZOOM Meeting commenced at 8pm**

**Present:** J Miller (Chair), M Clements (Vice-Chair), K Goudy, Cllr M Helliwell, W Ratcliffe, J Harbidge, K Hall-Price (Clerk), District Cllr K Welham, County Cllr A Stringer and 1 member of the public.

1. **Welcome & Apologies:** The Chairman welcomed everyone to the December 2020 meeting using the Zoom forum. Cllrs Mary Reeve, K Baker and District Cllr R Eburne have sent their 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.** None received.
4. **To approve the minutes of the meetings.**
  - November Full Parish Council Meeting on 4<sup>th</sup> November 2020, proposed by Cllr Goudy seconded by Cllr Clements.
  - Extra Planning Meeting held on 19<sup>th</sup> November 2020, proposed by Cllr Clements and seconded by Cllr Helliwell.
  - Finance Review Meeting held on 25<sup>th</sup> November proposed by Cllr Harbidge, seconded by Cllr Goudy.

All minutes were unanimously agreed as true and accurate records. 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. Clerk's intention is to continue advertising the vacancy until someone comes forward. Possible to take out a full add in the crier in February.
6. **Clerks report following November meeting.**
  - Crier submission was submitted by 10<sup>th</sup> November for the December edition.
  - The village website has been updated accordingly to include all the financial audit public documents for 2019-2020 audit following the finance review meeting and conclusion of audit received from PKF Littlejohn.
  - RTI and Nest Pension submissions were completed.
  - All invoices for payment following the Zoom meeting approval for October payments were paid through the online BACS system and approved by Cllr Miller on Thursday 5<sup>th</sup> November 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 meetings by the deadlines set.
  - The Cemetery records book for burials has been updated. The graves book is next before the clerk commences work on creating a digital map / plan of the graves within the cemetery.
  - Clerk has spent a significant amount of time pulling the finance review documents together ahead of the Finance Review meeting and the December monthly meeting.
  - Clerk has received land rent payment for Frederick George Burton Trust from Mr Carter, however the bank paying in book is with Cllr Reeve and the trustees have decided that the charitable donation usually made at Christmas will not be made this year until Easter given the current Covid restrictions and reluctance for parishioners to answer the door / lockdown rules and the fact that Cllr Reeve has broken her hip and is still recovering. Clerk needs to complete the Annual Charity Commission Declaration before the end of January 2021 and the AGM has been postponed by the trustees until Cllr Reeve is well enough.
  - Clerk has received complaints about the state of the road at Silver Street / Wassicks Lane junction apparently caused by long low loaders accessing Old Bells Farm. This has been reported to SCC Highways and Cllr Stringer has been made aware. SCC have responded that they have been out and assessed the report and they believe that at this time it does not warrant remedial action, but they will continue to monitor the location as part of their routine inspections.
  - The Brown Street directional sign that has been knocked over has also been reported to SCC using their online reporting tool.

**Police Report** – (Crime map stats are always going to be circa 6 weeks out of date – November data not yet available).

- 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
- September 2020 – 1 x criminal damage, 1 x theft
- October 2020 – 1 x violence / sexual offence

Communities are being reminded to check their homes, vehicles, businesses’ and financial security as the next phase of the force’s First Principle crime prevention initiative launches. The initiative, which was launched by the force two years ago, is continuing to urge residents and businesses to make sure they are aware of the measures they can take to protect themselves. Further categories such as protecting businesses during the pandemic, recent scams’ and keyless car theft advice, among others, have been added to the online suite of crime prevention topics that are available to view on the force’s website. The force is also asking residents to be mindful of vulnerable or elderly neighbours and to take the time to check their crime prevention measures are in place. To access the documents and for further crime prevention advice visit: <http://www.suffolk.police.uk/advice/crime-prevention-z>. If you would like a hard copy of any of the information, please contact the force via its website.

We have a new Inspector covering the Stowmarket locality. We are losing Insp Wakeling to a project based at headquarters. Inspector Neil McKay is appointed as Stowmarket Locality Inspector. Insp McKay is returning to Stowmarket and Mid-Suffolk which is the area he worked as a newly appointed Sergeant 16 years ago.

## 7. Financial Matters & Financial Report

Conclusion of audit - PKF LittleJohn conclusion of audit has been received with no issues raised – Invoice was approved and paid at the November meeting. All approved documents are now available on the parish council onesuffolk website.

**Online banking** – Online banking was used successfully for the first time with no issues following the October meeting.

The Finance Review took place on Wednesday 25<sup>th</sup> November and the committee have the suggested precept / budget figures to discuss at tonight’s meeting. All Cllrs have been provided copies of the account’s spreadsheets, cash book, budget, and asset register. The committee would like to propose that we continue to use and appoint our internal auditor as Trevor Brown. It was proposed by Cllr Clements to continue with Trevor Brown, seconded by Cllr Harbidge. All Cllrs unanimously agreed.

The proposed budget precept figure is £27,373.00 an increase of 5% (£1,253.00) on last year’s precept. Cllrs explained the reasons for the increase and that the budget is a fully investigated process. The committee have managed to keep it to 5%. It should be acknowledged that in previous years the Parish Council have been playing catch up. It was Proposed by Cllr Harbidge, seconded by Cllr Ratcliffe – All Cllrs were in favour and approved the proposed budget. Precept papers to be approved at the January meeting and submitted to MSDC by 31.01.21

### Bank Account Balances:

- Barclays Statement Balance = **£30,557.84** (27.11.2020).
- 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 – November 2020:

EXPENDITURE	CHQ/BACS/SO/DDR		NET	VAT	TOTAL
Karen Price	BACS	Salary less tax, NI, pension plus expenses	£1,133.64		£1,133.64
HMRC PAYE	BACS	Employee NI £45.62, Employer NI £60.75 less employment allowance £60.75	£45.62		£45.62
Nest Pension	DDR	Employee £46.89, Employer £35.17	£82.06		£82.06
CGM	Bacs	Grounds Maintenance – 21.10.20 Ward Green, Village Hall, Playing Field, Play Area Credit Note – 234061 £75.00	£290.96 less £75.00 Credit Note	£35.99	£215.96

<b>RECEIPTS</b>					
BMSDC	DC	Locality Award Grant received	£900.00		£900.00
Dignity Funerals	100127	Cemetery Fees – Victor James Fenning	£100.00		£100.00
Armstrong Funerals	100127	Cemetery fees – Pamela Muriel Plummer	£200.00		£200.00
Perfitts Diss	100128	Additional inscription – Monica Patient	£25.00		£25.00

Proposed and seconded for the accounts to be paid by Cllr Goudy and seconded by Cllr Harbidge. 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 going to be possible.

#### 8. Correspondence Received & Circulars:

- SCC – Christmas Part Night Lighting 2020 – do what we have done in previous years.
- Joint Local Plan Consultation & Virtual Meeting Invitation - Consideration for Old Newton as the boundary for the area behind and included the development area of the field between Old Newton House and Burnham Cottages. The settlement boundary has moved from the previous submission and we would like to object to that. An additional meeting to be done before the 20<sup>th</sup> December and pass the meeting information onto the Neighbourhood Plan Committee. Cllr Welham stated that this is a technical check for us to say that this hasn't been done properly. This is the only opportunity to put your views to the inspector. They have agreed to a development outside the settlement boundary. To the outside edge of an existing development that has been approved. They haven't come in as a planning permission or as the first draft this is our only opportunity to safeguard being able to speak in the future. Additional meeting to be arranged. Clerk to ascertain availability and arrange.
- Revised Community Infrastructure Levy Public Consultation
- Suffolk Accident Rescue Service – Tree Cycling fundraiser – MSDC will be collecting from Old Newton Village Hall on 22<sup>nd</sup> January 2020.
- SALC Member Survey – forwarded to all Cllrs on email
- SGNN Networking Learning and Support Week – Re Good Neighbours schemes. Share Good News Stories???

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.

- **Covid 19** - Mid Suffolk is administering payments of grants to businesses forced to close or suffering a significant loss of income during the current lockdown period.
- **2020/2021 Budget** - The budget setting process is under way; this will be a more difficult exercise than usual due to the uncertainty caused by the Covid-19 pandemic. MSDC has suffered a loss of income, extra costs. Also more and more residents are unable to make payments of council tax and council rents.
- **Investment in commercial properties** - MSDC has made further investments in properties in Luton and Epsom for £10.5 million and plans to spend a further £15 million making a total of £50 million, all paid for on long-term loans. These investments are managed by CIFCO. The property portfolio continues to decrease in value; two of the properties have been without tenants and some 30% of rental income is unpaid or delayed. Nevertheless, the Leader of MSDC is quoted as saying, 'Through these careful investments, CIFCO will continue to bring in much-needed income to support our district's recovery post-Covid'.
- **Red Gables Garden Project** - Red Gables have asked for baby trees which can be dug up from our gardens, planted in pots and delivered to them in Ipswich Street, Stowmarket and left by their greenhouse. They will be grown on and supplied to village planting projects around Mid Suffolk.
- **Infrastructure Funding Statement** - A report on the major infrastructure projects for Mid Suffolk was presented to Cabinet in November. It will be published on the MSDC website on 11 December. Projects for future funding, partly through CIL, include a new bridge and lifts at Stowmarket Rail Station; increase in capacity at Bacton and Mendlesham surgeries and in Stowmarket; phase 2 of the Stowupland High School Masterplan; a new

primary school in Stowupland or an increase in the size of the existing school; a new pre-school in Stowupland; A new base for Stowmarket Safer Neighbourhood Team; increase library provision in Stowupland and Haughley; and improved community facilities at Stowupland High School.

- **CEMEX site** – Cllr Eburne is still awaiting further information from the Planning Enforcement Officer.

**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.

Cllr Stringer Comments on the local plan – Church map has taken away some of the settlement boundary in response to planning refusals. Protected 4 other areas of land – playing fields and bowls green. The paddock was included in the 2019 version to which we did not comment. The paddock should be removed as the pond areas have been included. If there is evidence of a restricted covenant and can it be delivered.

**Proposed biodiversity motion** - At Full Council on the 3<sup>rd</sup> December, the LDGI Group proposed a biodiversity motion. If voted through, this motion will ensure:

- Delivery of an SCC biodiversity strategy.
- Assessment of how SCC can lead partner organisations in this field.
- Adoption of biodiverse land management options on SCC land.
- A letter to the Secretary of State calling for a clear and ambitious national biodiversity strategy.

**Submitted response to Pavement Parking Consultation** - Following the Government's announcement of a consultation on potential reforms to the law on pavement parking, Cllr Stringer's group has submitted a response supporting Option 3: a nationwide roll-out of a London-style ban on pavement parking. Cllr Lindsay, the group's Spokesperson for Highways, Transport and Rural Issues, commented: "For too long the rules about parking on pavements have been an unnecessary grey area. People looking to park are confused whether it is better to block the roadway or the pavement and end up parking half on and half off pavements – the worst of both worlds."

**Submitted response to Local Government Boundary Commission consultation on draft recommendations** – Cllr Stringer's Group submitted a response to the LGBC consultation. The Group objected to the proposed reduction in councillor numbers, which makes little sense given Suffolk's expanding population and the consequential increase in councillor workload. The Group also registered concern that the proposals from the boundary commission adhered too closely to suggestions received from the Conservative administration at the County Council. Some of the proposed division boundaries appear to divide traditionally non-Conservative communities and attach them to strongly Conservative areas. This means that the five council seats lost will largely impact non-Conservative councillor held areas.

The proposed divisions will also destroy previous efforts in multiple areas to align County Council divisions with those of the District Councils. Finally, the Group objected to multiple instances of cohesive communities are being divided. and lumped into divisions with other towns and villages with which they are not closely connected. Most notably Wetheringsett being removed from Upper Gipping when Wetheringsett was argued by the commission to be warded with Mendlesham in the District review in 2018.

**OFSTED initial report on SCC's SEND services released** - An initial report has been published by Ofsted and the Care Quality Commission (CQC) looking into the support for children and young people with Special Educational Needs and Disabilities (SEND) during the COVID-19 pandemic. Suffolk was one of eighteen local authorities taking part in the study to gather evidence to inform future national improvements for children and young people with SEND across Education, Health and Care. The initial findings of the report suggest that SEND services were maintained during lockdown in Suffolk, and workers have increased collaboration and co-production. The stress level of young people and families had risen, but the County Council has established dedicated services to provide support, including distributing family support boxes to over 2000 families, and running a campaign called Back to School, aimed at helping SEND children transition back into school life. "I know that many families in Suffolk found the lockdown restrictions extremely difficult to cope with and struggled with isolation. Suffolk County Council's officers and social workers have done great work to improve the lives of children with special needs, especially during the lockdown period when those children and families were in the greatest need of support." The findings of the initial report can be read here:

<https://www.suffolk.gov.uk/assets/council-and-democracy/council-news/Area-SEND-Interim-visit-summary-note.pdf>

## 11. Planning Applications

- **DC/20/05294 - APPLICATION FOR CONSENT TO CARRY OUT WORKS TO TREE(S) PROTECTED BY A TREE PRESERVATION ORDER** - Notification of Works to Trees Protected by a Preservation Order -T1 (Ash) - Take down approximately 3m to fork to suitable growth point (dieback and deadwood). Location: 3 Chapel Road, Old Newton, Stowmarket, Suffolk IP14 4PP Comments required by MSDC by **15th December 2020**.

Proposed to accept this application and the works should be allowed to go ahead – Proposed by Cllr Goudy – seconded by Cllr Ratcliffe. All Cllrs unanimously in favour.

- **DC/20/05353 & DC/20/05354** Application and Listed Building Consent Application for the erection of single storey front and side extension. Location: 100 Silver Street, Old Newton, Stowmarket, Suffolk IP14 4HE. Comments required by MSDC by **18th December 2020**.

Cllrs felt that the extension is a bigger extension to previous works that have been done but the design is to increase family style living– Cllrs felt that the extension won't be overlooked or impact on any neighbouring properties– There will be little or no effect to the access or parking of the property and the plans have been practically and sympathetically done.

The cottage is on a large plot, its sympathetic to the previous extension and existing property. Cllrs could not see any issues with the proposed works. It was proposed by Cllr Clements and seconded by Cllr Ratcliffe to approve this application. All Cllrs present were in favour.

The Parish Council have not received any comments from members of the public regarding this application. Application approved at Parish Council level.

## 12. Planning Decisions – None received not already reported at the Extra Planning Meeting.

## 13. Cemetery

- Complaints received about broken glass and the cemetery is not up to standard that it once was. At a recent funeral, comments were made that it is not as tidy as it used to be. Clerk did point out that the weather being so wet has meant that no cutting has been done in November, one of the comments was about not strimming around the headstones and broken glass behind the memorials, Cllr Goudy has removed any broken glass and placed in the bins. Clerk to speak to Adam regarding strimming around the headstones.
- Grave spaces – expect to get an additional 14 plots only, the further down the narrower it gets between the ditch and water course. 2 additional markers have been put out for the baby area that was consecrated previously.
- It was agreed that we need to peg out the area for consecrated graves.
- Baby grave – The baby grave in question died in 2015. It was agreed that a meeting would take place with the help of Cllr Stringer to meet on site with the parents. Covid has made it inappropriate to make contact. Agreed to wait until it is easier to meet up on site. The Clerk will arrange at an appropriate time.
- New entrance work is also required sooner rather than later. Cemetery committee to move this forward.
- Notice board at the shed is scruffy and the locks don't work. Cllr Goudy was given permission to break the existing locks and replace them.
- War Memorial repairs - **Bierton & Woods** have been awarded the quote to commence the renovation work to the War Memorial. Works will not commence until the spring as the work needs to be done in better / drier weather. The clerk has now received £900 grant funding from MSDC Cllrs locality fund towards the costs. Thanks to the District Cllrs for their generous contribution.

## 14. Public Gallery Comments - No comments

#### **15. Councillors Matters to be brought to the attention of the Council**

- Cllr Baker has received an email from a parent – wire netting over the walkway over the bridge on the Downs footpath is dangerous. Reported to footpaths.
- There appears to be lots of scam phone calls and knocking on doors. Please be aware.
- Sign outside Brown Street saying that it will be closed for 3 days – by Browns Place Farm. The signs need to be at the triangle at the end of Brown Street and on Hundred Lane. The signs are there now but the likelihood is that it will be moved whilst the works are being done. Appropriate signage will hopefully be placed accordingly.
- Insurance for SID unit for Stowupland. Clerk to write to Stowupland informing them that the SID unit is covered on an all-risks basis and therefore it will be covered wherever it is in the UK. As the Parish Council are the owner of the item it makes sense to have a written agreement in place between Old Newton with Dagworth & Gipping Parish Council and Stowupland Parish Council confirming we are lending them the SID and will continue to insure it. However, in the agreement it should be included that Stowupland Parish Council will be responsible for paying the excess should the SID be damaged or lost while in their care and a claim occur.
- **Dong Good Neighbour Scheme - AGM – 26.11.2020 - Chairpersons Report from Sue Clements**  
Dong have had another successful year. COVID-19 has made it a challenging year but as a community we have come together, and everyone has had the help they needed. Dong have helped with a variety of things from picking up meds, shopping, befriending, doctor's & hospital appointments. DONG covered during Lockdown hospital x 50 visits, Dr/Clinic x 93 visits, social x 58 visits, befriending x 1439 visits, shopping x 126 visits, prescriptions x 191 – in total 1,957 tasks. The figures show the amount of people being reached. Cllr Clements read out the Chairman's report in full – kept by the Clerk. Cllrs felt that it was absolutely, right and fitting that DONG should be commended for their contribution to the village in supporting our parishioners. Outstanding efforts and should be submitted as a good news survey request from SALC. DONG have also asked if there is anyone wishing to volunteer please do so.

#### **16. Additional Matters for inclusion on the agenda for the next meeting.**

- Co-Option / Cllr Vacancy
- Cemetery – Update
- Precept Sign Off

#### **17. Date of the next Parish Council meeting – Next meeting: Wednesday 6<sup>th</sup> January 2021 8pm**

The Chairman thanked our District Cllrs and County Cllr for all their help and assistance over the year and wished everyone a safe and Happy Christmas.

Meeting closed at 21.44 hrs