

Wednesday 6th September 2017 at Old Newton Village Hall commencing at 7.30pm

Present: Cllrs J Miller (Chair), M Clements (Vice-Chair), M Shave, K Baker, M Reeve, T Arnold
K Price (Clerk), R Lawson, District Cllr Wilshaw and 1 member of the public.

1. **Chairman's welcome to the meeting and to receive any apologies for absence.** Apologies received from Cllr Goudy who is unable to attend this evening and County Cllr Andrew Stringer who may be late as he has another meeting to attend earlier in the evening.
2. **Dispensations:**
 - a) To consider any requests for dispensations – None 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 July meeting held on 5th July 2017 and the extra meeting of 27th July 2017.** There were several amendments made to spelling and the minutes had a few admin and spelling errors that were corrected before the minutes were proposed and seconded and all agreed to approve the minutes as a true and accurate record. The chairman signed both copies of the minutes accordingly. Clerk to update for the website.
5. **To Consider resignation of Cllr Sue Hill and as no election has been called by MSDC to consider co-option.** Mrs Sue Hill has been admitted into hospital and is awaiting a heart by-pass at Papworth. She has submitted her resignation with immediate effect and the notice has been displayed on the village website and the notice board at the village shop as well as being included in the September edition of the Crier. MSDC have confirmed that an election has not been called and we are clear to co-opt. The Clerk has received one offer to stand as Cllr from Mr James Harbidge who the council has met previously at the last Co-option vacancy. Mr Harbidge was proposed and seconded and duly signed the declaration of acceptance of office of Councillor and joined the other Cllrs for the remainder of the meeting.
6. **Clerks Report**
 - Crier submission was submitted for both August and September editions.
 - RTI submission was submitted for the month of July and August.
 - Nest Pension submission was completed.
 - All cheques for payment have been issued.
 - All information, minutes and agenda have been uploaded onto the village website. The Clerk has uploaded an event page for the Village Christmas Fayre – Saturday 25th November 2017.
 - Planning responses were issued to MSDC by the deadline for comments.
 - Clerk has renewed our CAS membership – This is free of charge but we did need to re-register.
 - Clerk has not yet updated the “Know our Cllrs” as we have now co-opted another Cllr. Clerk will work to get this done for the next meeting to include the new Cllr information.
 - The clerk has also held back issuing the telephone directory so that the new Cllr information can be added to this too.

Post Office – Provision of mobile facility to the village

The post office have confirmed receipt of our request for a mobile facility for the village, however since the July meeting the Parish Council have been approached by the owners of the village shop as they would like to put back in place a post office counter and if this is not agreed they would like a mobile facility. A meeting took place with Mr & Mrs Patel and Cllr Jonathan Miller - Chairman was invited to attend the meeting. This has come about due in part to the closure of the Stowmarket post office and the fact that Stowupland mobile facility cannot accommodate our request for a mobile facility and Mr & Mrs Patel spotting an opportunity. The Parish Council have provided a letter of support to Mr & Mrs Patel stating that the parish council would prefer the return of a counter within the shop but would welcome any service back to the village. To date there is no news from the Post Office. Cllr Shave was disappointed that he was not kept apprised of the situation as he had originally raised this to the Parish Council. The Chairman apologised for this and Cllr Shave accepted the Chairman's apology.

Police Report

MONTH	DETAIL OF INCIDENTS / CRIMES
February 2017	1 x crime on or near sports and social club 1 x crime on or near Netherhall Close.
March 2017	1 x violence / sexual offence on or near Lodge Close 1 x violence / sexual offence on or near Greenacres
April 2017	1 x violence / sexual offence on or near Sandford Road
May 2017	1 x Theft on or near Rookery Way
June 2017	1 x Criminal Damage / Arson on or near Cross Green 2 x Violence and sexual offences on or near Cross Green 1 x Vehicle Crime on or near Knights Close

As previously reported the crime statistics are approximately 6 weeks out of date. There has been some police connect and SALC burglary prevention advice given, copy of which has been printed within the circulars and it was agreed to include in the next edition of the crier. Clerk to action.

Mr Passmore has had a rough ride in relation to police services recently. Although it is becoming a regular habit regarding complaining about the service that the public are receiving in general. This is not a direct complaint regarding the officers. Cllr Jill Wilshaw was asked to raise this with Mr Passmore.

7. Financial matters & Financial report

BDO have raised two non-conformities the first is in the accounts were approved after the commencement of the inspection period in the exercise of elector's rights. We must ensure in future years that the electors right inspection period commences after the accounting statements are approved. The second non-conformity was that the N/A was not written in the box for Trust funds and the parish council must ensure this is answered with N/A in future years. Points were noted.

Bank Account Balances:

- Barclays July Statement Balance **£23,153.59**
- Barclays August Statement Balance **£18,513.03**
- Scottish Widows 60 Day account balance = **£3,377.60** (01.07.17)
- Scottish Widows Deposit account = **£253.36** (01.07.17)

Accounts for payment – July 2017: Proposed for payment at the extra meeting of 27th July and approved

Accounts for payment – August 2017:

- KAREN PRICE - Salary August = £574.81, Holiday Pay month at 12.07% = £69.38
Less Tax & NI £NIL, Pension £5.15 = £639.04 + expenses £47.40 = £686.44
- HMRC – PAYE NI & Tax – Employee £Nil, Employer £Nil = **£Nil**
- NEST Pension Contribution **DDR** – employee £5.15, employer £6.44 = **£11.59**
- Adam Alexander – Cemetery Maintenance August: **£397.50**
- WLB – Streetlight loan DDR payment (29/08/17) of **£2,613.62**
- ICO – Data Protection Legislation Annual renewal **£35.00**

Monies Received – August 2017:

- Dignity - Cemetery Fees – Pat Luxford (payslip 100092) **£40.00**
- J Wright Stonemasons - Cemetery Fees – Freda & Thomas Borley (payslip 100092) **£50.00**
- Hanchets Memorial Inscription - Cemetery Fees – Pat Luxford (payslip 100093) **£25.00**

Proposed and seconded to pay the accounts. All Cllr's present agreed and the cheques were signed accordingly.

8. Correspondence Received & Circulars:

- Department for Transport – Proposed network rail level crossing reduction order
- MSDC – Invitation to Stowmarket Visioning Event
- SALC – SID data collection
- SALC – Data Protection Training / Clerks networking event

- ONGAA Committee letter – Regarding possibility of having a bonfire. Clerk has spoken with the Scarff family and the family would like to be reassured that this will be a one off occasion. Only garden waste from the allotments will be burned and that the bonfire will be supervised. They have also requested that the family are made aware when the bonfire will take place. The parish council agreed in line with the family's wishes and the clerk to inform ONGAA.
- Scottish Widows – Changes to account effective October 2017
- Coddendam Parish Clerk – Training for new Cllrs. Cllrs attending would need to attend all four dates. No Cllrs were free to attend.
- Chapel Road / David Fawcett – highways correspondence regarding proposed works.

Various circulars received for information purposes. File circulated during the meeting.

9. To receive District Councillor's Report – Miss Jill Wilshaw.

Locality Award – The closing date for this has been changed to February so please if you would like some money for your club/ association etc. then please let me know and I will send you an application form. So far I have sent 3 clubs an application form but had non back. I have £6000 to give away.

Local Plan – The new 5 year local plan had been put out to consultation and now closed so it is going back to the Boundary Commission to look at all the suggestions and to work out how they are going to draw the boundaries between each area. Mid Suffolk are going to be losing 6 councillors. They are hoping to make the areas more equal as at the moment some Councillors have many more residents than others. So we are now waiting to see what they come up with.

10. Broadband Update – Cllr Arnold. – Good news / bad news. Some are still waiting for broadband let alone the telephone service. Some have waited in excess of three months. There are new poles going up. Gipping cabinet is now promised to be live March 2018. Getting an answer is still like trying to get blood out of a stone. Chairman thanked Tony for his input and efforts and this should remain an agenda item for the next few months at least.

11. Planning Applications Received

- **DC/17/04116 - APPLICATION FOR PRIOR APPROVAL – TELECOMMUNICATIONS. Proposal:** Prior Approval Application under Part 16 of the Town and Country Planning (General Permitted Development) (England) Order 2015. The proposed installation consists of 1No. 25m Lattice tower, 3No. antennas, 2No. 0.6m DIA Dish, 3No equipment, cabinets and ancillary development thereto; within a 2.2m high closed board wooden fenced compound. **Location:** Land Off Haugh Lane , Haugh Lane, Old Newton, IP14 4NP.

The new Cllr Harbidge declared an interest in this application and left the meeting. The Parish Council felt that as long as the apparatus being installed is in full compliance with requirements of radio frequency there was no reason to object to this application. The apparatus is not too obtrusive and is within the tree line. The parish has complained on numerous occasions about the lack of signal for mobile coverage and if this helps then it should be welcomed. It was proposed and seconded to support the application, there was one abstention but all other Cllrs present agreed and the application was approved by majority vote. There were no public comments received.

- **DC/17/03085 - APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITON(S). Proposal:** Planning Application - Variation of permission 4116/16 to increase the ridge height from 5.9m to 7.1m. Increased height of dormer windows. **Location:** 18 Chapel Road, Old Newton, Stowmarket, Suffolk IP14 4PP. Response requested by 19/09/17. There have been no public comments regarding this application received by the Parish Council. Cllrs could not see a reason to object to the application. It was proposed and seconded to approve with all Cllrs voting in favour of the amendments and increased height of the dormer windows.

12. Planning Decisions from MSDC

- **Proposal & Location of Development:** Householder Planning Application - Construction of new roof with rear gables and front roof lights. Construction of single storey rear extension. The Gables, Sandford Road, Old Newton, Stowmarket Suffolk IP14 4PW **Planning permission from MSDC has been granted.**
- **Proposal & Location of Development:** Application under Section 73 of the Town and Country Planning Act (1990) to vary condition 5 attached to planning permission 2839/11. Rosebank

13. **Village Notice Boards** – New noticeboards are almost ready. Clerk to send photos of the noticeboards so the company can assess ease of installation and inform the Clerk of an expected date for installation to take place.
14. **Cemetery Review / Cemetery Policy – Cemetery**
- The proposed policy has been issued to all Cllrs for comment... There are several issues, errors and omissions raised with measurements and concerns of wording. It was proposed to go back to the committee to look at again. Cllr Arnold agreed to email the clerk his concerns and suggestions for amendment and re-work.
 - Adam Alexander has provided his quote for the extra maintenance at the old part of the cemetery for approval. He has quoted £250 for approximately 3 days work on an initial tidy up to include strim / brush cut all long grass and bramble around the graves and walkway, cut down all tree saplings and growth around the graves, raise any low branches around the perimeter of graveyard, trim up side hedge adjoin the field. Remove all bulky cuttings and leave in condition where it can be mowed with lawnmower. Adam has suggested subsequent three monthly cuts at his standard fee of £15 per hour, approximately 5hrs per cut. Adam has also confirmed that he will be levelling the graves over the next couple of weeks or so. It is not our responsibility presently but do the parish council wish to spend the money. The Chairman to speak to the Church Wardens to offer this as a permanent commitment. Provided that the Church has no objection – Chairman to confirm the go ahead if permission is granted from the Church. Clerk to inform Adam Alexander if permission is granted from the Church.
15. **School Parking / Infrastructure / Road Signage.** Disappointed that the works have not been done during the summer holidays. The road signage won't be done until the drainage works have been completed. Cllr Baker has not pursued the parking but this will get addressed. Cllr Baker also has a copy of the school travel plan which does need updating. Knew that this was never going to be a quick fix. Cllr Baker to take the lead and make arrangements to liaise with the Wrinch family to move the project forward. Cllr Baker to take Cllr Harbidge or another committee member with her.
16. **Footpaths – Parishioner Complaint Received.** The original complaint has been passed to SCC Footpaths and Cllr Lawson has met the parishioner and walked the footpaths she has complained about. Definitive map has been obtained from SCC. The map is quite old. Cllr Lawson will go back to the parishioner with an update. Francesca to be informed about the steps but Cllr Arnold agreed to clear the steps.
17. **To receive County Councillor's Report – Mr Andrew Stringer.**
- Highways Changes** - As reported at the mast meeting SCC are changing the way they operate, Suffolk Highways is finishing a period of major restructuring. This is designed to integrate Suffolk County Council and Kier staff into a single team, remove duplication and ensure that the service is efficient and effective. The new service will be launched on Monday 4th September.
- As always, the first point of contact for standard defect reports should be the Suffolk Highway reporting tool via <https://highwaysreporting.suffolk.gov.uk/> or over the telephone on 0345 606 6171.
- There are three main roles in the New Customer Service team:
1. **Customer Co-ordinators** - Customer Co-ordinators will be responsible for reviewing reports and enquiries and ensuring that residents receive clear updates. They will also manage the main team email inboxes, manage direct calls to the Service Delivery Centres (SDCs) in order to direct your enquires to the right individual or team.
 2. **Community Wardens** - The Community Wardens will spend the majority of their time out on the road network inspecting reported defects, delivering advance warning letters/leaflets and engaging with some town and parish councils when required. They will ensure action is taken when a defect meets our intervention criteria, as set out in the Highways Maintenance Operational Plan (HMOP), details of which can be found here: <https://www.suffolk.gov.uk/roads-and-transport/highwaymaintenance/how-highways-are-maintained/>
 3. **Community Engineers** - If you have more complex issues that you need to discuss, the Community Engineers will be able to support and help to identify potential solutions within the budget limitations the service currently faces. For these more complex issues, they will be the conduit to guide you through the structure and processes within the service. Our Service Delivery Centre, is at Phoenix House in Ipswich.

Changes in School Transport - The County Council is about to consult on whole sale changes to School Transport provision. In an attempt to save from the £21.3 million spent each year on this service the Council is suggesting only funding pupils that attend their nearest school, this might seem reasonable enough on the surface, but when you learn that over 3000 students from rural areas, whose “catchment” school is not the “nearest” you begin to see the reason for concern. We have in the past run a similar policy for post 16 provision, and this had caused concern from some residents of Old Newton / Haughley, whose Catchment Upper School is Stowupland, but the nearest Upper school is Stowmarket. There is also ambiguity on this policy regarding parents that chose to send their child to a school that is full, so are given their second or third choice place, if this place is not the nearest school then through no fault of their own they will now have to pay circa £700 per year. The council is asserting that the reformed school bus service will be able to take the general paying public on these routes, this is fine if there is capacity, for instance if a bus usually has 40 pupils on it and has a capacity of 50, if 12 passengers get on at the earlier stops do we then refuse a journey to the students?

There is now hardcore on the Downs footpath courtesy of Cllr Stringer. Cllr Stringer offered to assist in formulating the transport plan for the school. Cllr Baker welcomed Cllr Stringers input moving forward.

Gipping Chapel Lane pot holes are now filled and sorted.

18. **New Dog Bin – Chapel Road.** Clerk was asked to obtain some quotes for new dog bins. A suggestion has been put forward to purchase an additional dog bin for the other end of the downs footpath by the church. The costs are circa £83.95 – Roadware, £86.52 – Glasdon. We have used Glasdon before if we wanted the same as the others already in the village. Proposed and seconded to order another bin through Glasdon.

B1113 Speed restrictions / Mini SID update. The Parish Council would like to know if funding towards upgrading the SID unit to enable us to capture data would be available through Cllr Stringer. The upgrade, should be circa £450. Clerk to write to Cllr Stringer to request assistance. Cllr Stringer agreed he would find the funds for the parish council for this project.

19. **Councillors matters to be brought to the attention of the council.**

- Cllr Clements to attend the SALC meeting tomorrow evening. Planning and appeals system to be raised with SALC.
- Cllr Shave – Closure of Natwest Bank in Stowmarket. SALC should put concerns that there may be other banks to follow. The parish were not informed only existing customers.
- Fish and Chip Van to the village has not come to fruition. This was agreed for the van to use the village hall carpark but the vendor was not keen to pay the nominal charge so they could not guarantee a space every week. The village hall have not been informed why the vendor has chosen not to come to the village.
- Cllr Shave did not feel that Church Farm should be allowed to erect some plastic fencing as it has on the boundary of its property preventing anyone parking on the verge. Cllr Shave believes that highways have the first meter, although not all frontages are highways.
- Clerk asked to notify the estate agents in Stowmarket that Old Newton is not 5 miles from Stowmarket but 2.5. It was felt that this should be the onus of the individuals selling their properties not the parish council.
- There is a gully at the side of the B1113 near to the A14 that has had traffic cones around it for months. This needs to be repaired and reported. Apparently, it has been repaired but this is still an issue. Cllr Stringer reported that the works were ordered yesterday and should be repaired within the next 20 days.

20. **Public Forum - Nothing**

21. **Additional Matters for inclusion on the agenda for the October meeting.**

- SID - Upgrade
- Cemetery Policy
- Cemetery Maintenance
- Broadband

22. **Date of the next Parish Council meeting** – The October Meeting will take place on Wednesday 4th October 2017.
Meeting closed at 21.49hrs