

# **DRINKSTONE PARISH COUNCIL**

## **MINUTES**

of an Ordinary Meeting of the Council held on

**Monday December 2020 via Zoom**

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**Present:**        **Cllrs Edmondson, Elnaugh, Hembra, Holborn, Moss, Schofield, Selvey  
Clerk & RFO Hilary Workman  
SC Cllr Penny Otton (part), 4 Members of the Public (part)**

- 20.12.02    2.1        When Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items were invited:  
                 Cllr Elnaugh DPI (20.11.4), 20.12.1  
                 Cllr Moss DPI 20.12.1  
                 Cllr Edmondson Non Pecuniary Interest 20.12.3
- 2.2        When declarations of lobbying for planning matters on the agenda (their nature, including gifts of hospitality exceeding £25) were invited, there were none
- 2.3        There were no requests for dispensations
- 2.4        There were no additions and/or deletions to the Council's Register of Interests.

**20.12.03    Resolved**  
**That the Minutes of the Parish Council Meeting held on 5<sup>th</sup> October 2020, be agreed as a true record.**

- 20.12.04    **Noted:**  
The following correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.  
The meeting asked the clerk to send a further letter requesting that the concrete which remains in the ditch to the north of the Cricket be removed & the clerk confirmed that no reply had yet been received from MSDC with respect to item 20.10.13.3 of the October meeting.
- 4.1    SALC Updates
- 4.2    Suffolk County Council
- Test & Trace support payments for most vulnerable
  - Highways England notification of A14 Roadworks
  - Be a Message Cascader
  - Keep Suffolk Safe
  - Home but not Alone
- 4.3    Babergh Mid Suffolk District Councils
- Support from Citizens's Advice
  - New digital parking
  - Consultation on Revised CIL Charging Rates. The Clerk reported that MSDC had confirmed that there would be CIL charging from residential properties which were not self-build, or which were self-build but which sold within 3 years of completion, under the proposed changes. The meeting had no submission to make on this consultation.
  - Tax Base
- 4.4    Office for National Statistics – Census 2021 Engagement
- 4.5    Quiet Lanes Suffolk
- 4.6    The Sicon Foundation
- 4.7    Elmswell Parish Council – Play Area Safety Inspection Training
- 4.8    Suffolk Community Foundation – Surviving Winter

**Signed:**        *Haslett Schofield*

**Dated: 18/01/2021**

## 4.9 Suffolk Art Link – Creative Programme with Make, Do and Friends

20.12.05 **Noted:**  
That when Public comments or question was invited on any Agenda item, there were none.

20.12.06 **Noted:**

6.1 A written report to this meeting from District and County Council Ward Member Cllr Penny Otton, who further advised that:

- the biodiversity motion was approved and received significant support
- the motion to implement 20mph zones in the district was not supported

Cllr Schofield raised concerns that the parish council was not receiving acknowledgement of their reports and queries to MSDC and SCC Highways. In response to a question from Cllr Schofield, the Clerk confirmed that where a self-build was sold within 3 years, the parish council should report this to MSDC, as CIL charging would then apply to such a property.

6.2 Cllr Richard Edmondson - Allotments (*circulated*)

**6.2.1 Resolved**

- (i) **to increase the rent on the Rattlesden Road land leased by Lucy Blake to £65 from December 2021.**
- (ii) **to authorise the cost of purchasing 5 wooden compost bins for the Rattlesden Road allotments at a cost of £67.99 each (£339.95 incl. VAT)**
- (iii) **to authorise the cost of purchasing a reconditioned lawn mower for the Gedding Road allotments for £150.**

Cllr Holborn thanked Cllr Edmondson for sorting out the ivy at the Gedding Road Allotments.

6.3 Cllr Janet Elnaugh - Planning & Community Engagement (*circulated*)

**6.3.1** The meeting considered proposals for the purchase of play equipment. Cllr Elnaugh further advised that a reduced price had been negotiated with Playdale for both the Aerial Runway. Cllr Schofield reported that he considered although Playdale was the most expensive, it offered the best value for money in terms of quality and longevity.

**6.3.2 Resolved**

**To authorise the cost of purchasing:**

- (i) **Aerial runway 25m including delivery and installation, welfare facilities on-site and on-site container storage, Black Grasslock surfacing at not more than £10,152.25 + VAT; £13482 plus VAT**

(ii) Cllr Elnaugh further reported that initially two pieces of equipment had been considered, the Aerial Runway (which had been the choice of children responding to the consultation), and the basket swing, which was suitable for children with additional needs and promoted inclusivity. A reduction in price had been negotiated, but the cost of the additional equipment could not be fully funded by the Parish Council. Cllr Hembra supported the proposal which was considered a good use of the funds generated from sale of the land adjacent to the playingfield. Cllr Otton advised that she would support the proposals with funding from Mid Suffolk District Council locality funding and would advise how much was available, noting that it would be a shame to miss the opportunity to invest in the nest swing.

The meeting determined to withdraw proposal 20.12.6.3.2(ii) below, and reconsider at a future meeting if further funding could be drawn down from Cllr Otton's locality funding.

**Proposal withdrawn**

**Nest/basket type swing including delivery and installation welfare facilities on-site and on-site container storage, Black Grasslock surfacing at not more than £4937.20 +VAT**

Cllr Elnaugh further advised that a request had been received from a parishioner in response to a call for suggestions for the parish council four year plan, to locate benches on some of the footpaths in the parish to improve accessibility for those who enjoy walking, but would benefit from resting places. Cllr Scofield advised that the parish did not own the footpaths. The siting of any benches would be likely to encroach on private land and would thus require the agreement of any land owner. The meeting agreed to look at such a proposal as a longer term project.

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- 6.4 Gary Hembra - Playing field and play equipment (*circulated*)
- 6.5 Cllr Peter Holborn - Tree Warden (*circulated*)
- 6.6 Cllr Tim Moss - Phone Box & Village Hall Ctte Rep

An oral report advising that laminated maps put up in phone box. Cllr Otton asked Cllr Moss whether the village hall was entitled to the second tranche of small business funding. Cllr Moss advised that he would check.

- 6.7 Cllr Haslett Schofield - Footpaths & Byeways

An oral report advising that paths were very muddy but no other issues unreported. Bridge @ junction of FP6&7, to the rear of Birts Farm appears to be tipping – Cllr Schofield to report to PROW.

- 6.8 Cllr P Selvey - Highways (*circulated*)

6.8.1 The meeting considered arrangements for SID/VAS project. Cllr Selvey had obtained 3 quotes for SIDs and recommended Elan City (good feedback having been received from neighbouring villages). The second preferred option was Westcotec, but significantly more expensive. Cllr Selvey confirmed the options included data storage facilities in the price.

**6.8.2 Resolved.**

**To authorise the cost of funding the purchase of and SID device and associated brackets and fixings, at a cost of £1983.95 plus VAT (£1000 funding from approved locality grant).**

- 20.12.07 **Noted:** Clerks report (previously circulated) advising that
  - 7.1 The Council's response to the consultation on the planning white paper was reported to NALC.
  - 7.3 The VAT126 claim for quarters 1 & 2 of this financial year had been paid.
  - 7.4 That an expression of interest in Quiet Lanes had been registered with Suffolk County Council.

- 20.12.08 **Noted:** Cllr Edmondson advised that a number of suggestions had been received from residents, and that a Zoom meeting would be set up to look at suggestions and prioritise for discussion at the next meeting.

**Signed:** Haslett Schofield

**Dated:** 18/01/2021

**20.12.09 Noted:****9.1** The following income:

	Description	£
9.1.1	BMSDC – 2 <sup>nd</sup> Precept Payment	£4460.00
9.1.2	BMSDC – Community Infrastructure Levy payment	£8731.43
9.1.3	HMRC – VAT 126 Refund	£238.90
9.1.4	Lloyds Bank – refund through DD indemnity scheme (Allotments)	£120.15
9.1.5	National Networks (Wayleave) – Allotments	£56.99
9.1.6	Allotment Gardens Grazing Land – Allotments	£52.00
9.1.7	National Networks (Wayleave) - Allotments	£113.98

**9.2** The following payments for authorisation:

	Description	£
9.2.1	BMSDC – Annual Play Inspection #2000113436	£60.82

**9.3 Resolved:**

**That the expenses listed above (9.2.1) be authorised for payment.**

**9.4** The following payments previously authorised:

	Description	£
9.4.1	Top Garden Services (September cut) #19 (Min.Ref.20.06.7.2)	£75.00
9.4.2	Clerk Salary Period 7 (Oct '20) (Min.Ref.20.06.7.2)	£247.55
9.4.3	CAS Business Services (Insurance Premium) (Min. Ref 20.08 refers)	£331.97
9.4.4	Clerk Salary Period 8 (Nov '20) (Min.Ref.20.06.7.2)	£247.35
9.4.5	Top Garden Services (October Cut) #20 (Min.Ref.20.06.7.2)	£112.50
9.4.6	SALC – Birketts Planning Webinar #23715 (Min.Ref.20.06.7.2)	£30.00
9.4.7	SALC – Birketts Planning Webinar #23905 (Min.Ref.20.06.7.2)	£30.00

**9.4** The current account balances and reconciliation to 30 November 2020, as scheduled, and the Chairman's confirmation that they are supported by relevant Bank Statements.

**20.12.10 Noted:**

The meeting considered the draft budget proposals (tabled and circulated as **DPC.20.09.01**) and had no questions.

**20.12.11 Noted:** The following Planning results as notified by MSDC:

- 11.1 **DC/20/03413** - Application for Listed Building Consent  
Application for Listed Building Consent - Erection of glazed link between the main house and studio to create additional living space and replacement of 2. no rear first floor windows on dormas from sash to casement as per Schedule of Works  
**Tanwood, The Street, Drinkstone, Bury St Edmunds IP30 9SR**  
**BMSDC:** Grant **DPC:** No Comment
- 11.2 **DC/20/03665** - Application for Outline Planning Permission. (Access to be considered) Erection of 1no detached single-storey dwelling and garage. Construction of new vehicular access.  
**Ivy Cottage, Rattlesden Road, Drinkstone, Bury St Edmunds IP30 9TN**  
**Report DPC.20.12.05 (circulated)**  
**BMSDC:** Refused **DPC:** Objection

**Signed:** Haslett Schofield

**Dated:** 18/01/2021

- 11.3 **DC/20/03754** - Application for Approval of Reserved Matters following Outline Planning Permission DC/19/01959 - Appearance, Landscaping, Layout and Scale for Erection of a single storey dwelling and garage  
**Land West Of, The Street, Drinkstone, Suffolk**  
**BMSDC:** Refused **DPC:** No Objections
- 11.4 **DC/20/03889** Application under S73 for removal or variation of condition relating to DC/19/05778 and DC/19/05779 - Condition 2 (approved plans and documents) Alterations as drawing 4027-13C received 04/09/2020.  
**Rookery Farm, Gedding Road, Drinkstone, Bury St Edmunds IP30 9SZ**  
**BMSDC:** Granted **DPC:** No Comments
- 11.5 **DC/20/03981** - Full Application - Erection of 1 No two storey dwelling (following demolition of existing bungalow) amended scheme to approved DC/19/05714.  
**BDMSC:** Granted **DPC:** No Comments  
**Hammond Lodge, Rattlesden Road, Drinkstone, Bury St Edmunds IP30 9TL**
- 11.6 **DC/20/04101** - Householder application  
Erection of glazed link between the main house and studio to create additional living space and replacement of 2 no rear first floor windows on dormas from sash to casement as per Schedule of Works  
**Tanwood, The Street, Drinkstone, Bury St Edmunds Suffolk IP30 9S**  
**BMSDC:** Granted **DPC:** No Comment
- 11.7 **DC/20/04407** - Discharge of Conditions Application  
Condition 3 (Fenestration) and Condition 4 (Agreement of Roofing Materials)  
**Parkfield, Beyton Road, Drinkstone, Bury St Edmunds IP30 9SS**  
**BMSDC:** Granted **No consultation with DPC**

**20.12.12**

To note the following Planning applications notified by MSDC for comment.

- 12.1** Further to Declarations of Pecuniary Interest, Cllrs Elnaugh and Moss left the meeting for this item.  
**DC/20/05201 – Application for Listed Building Consent**  
Erection of a single storey rear extension; Erection of extension and alterations to outbuilding to form annexed accommodation; Erection of walled garden and green house (following removal of tennis court) revisions to DC/20/02960 .  
**Rookery Farm, Gedding Road, Drinkstone, Bury St Edmunds IP30 9SZ**  
**There were No Objections to this application.**  
Cllrs Elnaugh and Moss were invited back into the meeting.
- 12.2** **DC/20/05301** - Householder Planning Application  
Erection of single storey side extension (linking garage with utility room).  
**Rosings, Rattlesden Road, Drinkstone, Bury St Edmunds IP30 9TL**  
Cllr Elnaugh reported that the application appeared to be an infil application with no likely adverse effects.  
**There were no objections to this application.**
- 12.3** **DC/20/05249** - Application under Section 73 of the Town and Country Planning Act - Variation of Condition 2 (Approved Plans and Documents), Condition 3 (Construction Management), Condition 4 (Provision of Parking) and Condition 6 (Occupation/Restriction) of planning permission DC/17/03975 dated 25/10/2017  
Erection of replacement dwelling (following demolition of existing dwelling); Alterations to existing property to include erection of pitched roof, front facing gable and two storey rear and side extensions; Erection of 1 no. garage with store, and 1 no. garage with living accommodation over first floor.  
**Report DC.20.12.02 refers.**

**Signed:** Haslett Schofield

**Dated:** 18/01/2021

**Yew Tree Farm Cottage, Cross Street, Drinkstone, Bury St Edmunds  
IP30 9TP**

The Parish Council considered:

- The application and available supporting documents
- Report DPC.20.12.04
- Information reported by, and views of councillors
- The concerns raised by neighbouring residents

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**And determined to object to the application for the following reasons.**

Drawing (TL4466-20-10) indicates that the applicant has requested to move the replacement dwelling building on the plot, placing it further to the rear – in fact almost to the property boundary.

The proposed development is outside the settlement boundary as defined in the MSDC local plan, which (whilst 20 years old) has now been reviewed by the Drinkstone Neighbourhood Plan which has been approved by MSDC and now carries significant weight in determining planning applications.

The proposal does not comply with the Drinkstone Neighbourhood Plan NP **DRN1 – Spatial Strategy.**

*'Proposals for development located outside the Settlement Boundary will only be permitted for that which is essential for the operation of agriculture, horticulture, forestry, outdoor recreation and other exceptional uses, where i) it can be satisfactorily demonstrated that there is an identified local need for the proposal.'*

Whilst this is a replacement building, the building it is replacing is inside the Settlement Boundary and the new proposal is outside the Settlement Boundary.

The application fails to supply a site location plan which highlights its relation to other buildings and its position outside of the settlement boundary and within open countryside.

The original application states the retention of trees to the north west boundary. These have not been retained, all trees have been cut down. The trees that are to the north west belong to the neighbouring property and include two substantial oak trees. The roots of the oaks and subsequently their health could be affected by construction activities in the new location. There are numerous plastic diesel tanks storing 1000's of litres of diesel placed next to these trees- within the applicants land.

The application does not include a Land Contamination report, and there has been concern from residents regarding the storage of diesel onsite in unbanded containers as well as concern with regarding burning and burial of waste and lack of maintenance to existing ditches, this report is therefore more pertinent. It is understood that an enforcement visit was requested in the past based upon these concerns.

The application does not include details regarding drainage and run off will be managed.

This application should not be considered as a variation but should be a new application as it lies outside of the settlement boundary which the Parish Council would not support. Its proposed relocation would set a precedent for further development outside of the settlement boundary.

The proposed site for the replacement dwelling development is situated to the rear of Matilda House which is identified within the Neighbourhood Plan (Appendix B) as a Building of Local Significance.

**NP Policy DRN12** of the Neighbourhood plan also states

*"proposals will be supported where*

*h. wherever possible ensure that development faces onto existing lanes*

*i. not result in water run off that would add to or create surface water flooding"*

The gradient slopes down at the rear of the property.

**NP Policy DRN10 states**

*'The retention and protection of local heritage assets and buildings of local significance, including buildings, structures, features and gardens of local interest must be appropriately secured. Proposals for any works that would lead to the loss of, or substantial harm to, a building of local significance should be supported by an appropriate analysis of the significance of the asset to enable a balanced judgement to be made having regard to the scale of any harm or loss and the significance of the heritage asset'.*

It is the Parish council's view that this application is not actually a variation but should be seen as a new application in its own right. The applicant had in March 2017, proposed extensive development of the site which was not supported by Gemma Parnell (07/03/17).

This application would give rise to the suspicion that this may be an attempt to circumnavigate this ruling.

The applicant has failed to comply with the original planning approval:

- Phase 1 should have seen the foundations installed, the existing barns used for storage on site for materials and complete the building at the front of the site. The applicant has created a large store on the boundary at the rear of the proposed new build, this should not have been built.
- The foundations should have been installed before three years from the planning being granted (25/11/17). This has not happened and may make any work on this property contrary to the permission granted. Rather than a variation being applied for consideration should be given that the second property needs to be reapplied for.
- A 1.8 meter fence should be installed along the neighbours' boundaries a post and rail fence to the rear. Neither have been installed.
- The tree belt on the original plan should have been retained, it has been fully grubbed up.
- Unsalvageable debris was supposed to be removed by licensed contractors, this appears to have been burnt on site causing considerable nuisance to neighbours.
- Hours of work have not been complied with, continuing past the 6pm cut off.
- The site was supposed to be fenced and secured by gates, this has not happened, and potentially young children could access the site.

The Environmental Officer should now be made aware that the applicant is storing in 1000's litres of diesel in unbunded tanks next to a tree line, on top of the field ditch that he has filled in.

The Environmental Protection officer has an anomaly in his report- including and excluding Monday working.

The Parish council objects to this application and wishes the Planning authority to review the original application in the light of the applicant not abiding to the original stipulations.

The meeting noted the concerns raised by Cllr Holborn with respect to Mid Suffolk DC's failure to respond to complaints, investigate reported breaches or take enforcement action where planning conditions had been breached or unauthorised activity reported. Cllr Otton advised that other District Councillors had raised this concern too with MSDC and as a result Cllrs had had an overview conversation with the planning department about enforcement activity. MSDC's proposal was that due to their limited resources, they would only concentrate on major planning breaches.

The meeting asked the clerk to copy the objection to DC/20/05249 to Cllr Otton, who would also raise the parish council's concerns to Health and Safety with respect to the unbunded diesel on site.

**12.4 Resolved.**

**That the Clerk makes known the Council's comments on Planning Applications on this agenda to the Corporate Manager, Growth & Sustainable Planning at Mid Suffolk District Council.**

20.12.13

**Noted:**

The following Planning matters for information, to be noted or for inclusion on a future agenda.

13.1 13.1.1 The recent consultation on Babergh Mid Suffolk's Pre-submission Local Plan (tabled and circulated as **DPC.20.12.03**) was considered and noting that:

- the settlement boundary for Drinkstone as defined by MSDC Joint Local Plan should be co-terminous with that identified under the Drinkstone Neighbourhood Plan; and
- SS071 (off Tostock Road) should be removed from the SHELAA allocations as not included in BMSDC's Regulation 9 consultation on the Joint Neighbourhood Plan

**13.1.2 Resolved**

**To approve the draft response to the BMSDC consultation on the pre-submission Local Plan (DPC.20.12.05 refers) subject to any agreed changes and submit the response accordingly.**

13.2 13.2.1 A parish council approach when its attention is brought to breaches of planning consents or conditions (tabled and circulated as **DPC.20.12.04**) and

**13.2.2 Resolved**

**To update the parish Council's Scheme of Delegation to delegate to the clerk, in consultation with the Portfolio holder for Planning, the authority to report any identified planning breach within the parish of Drinkstone to the Chief Planning Officer, Sustainable Communities at Mid Suffolk District Council.**

**13.2.3 Resolved**

**To update the parish Council's Scheme of Delegation to delegate to the clerk, in consultation with the Tree Warden, the authority to report any actions to trees protected by preservation orders to the Chief Planning Officer, Sustainable Communities at Mid Suffolk District Council**

20.12.14

**Noted:**

An update on Registration of Parish Lands confirming that the applications have been logged with HM Land Registry and are being processed. Greene and Greene to provide weekly updates.

- 20.12.15 **Noted:**  
The proposed dates for meetings throughout 2021 (tabled and circulated as **DPC.20.12.05**) were considered. The meeting asked the clerk to look at cost and time savings report to the January meeting for discussion. Cllr Edmondson asked the parish council to consider a return to monthly meetings as he was concerned that some momentum between meetings might be lost. Cllr Schofield reported that no planning responses had been missed on the new meetings schedule and a vote would be take at the January meeting.
- 20.12.16 **Noted:**  
Update on Website Accessibility Regulations (tabled and circulated as **DPC.20.12.06**). Cllr Edmondson had completed an audit on accessibility and set out proposals to address some of the actions required, for example:
- A re-organisation of pages to minimise levels;
  - Remove old and non-relevant content;
  - Changes to font size and background colours;
  - Reduce and/or remove 3<sup>rd</sup> party graphics through links to other websites;
  - Update some pdf's to meet accessibility regulations over time; and
  - Publish the URL for the parish council web pages
- As part of this work, Cllr Edmondson would meet with Tony Schmitt and then co-ordinate actions with the clerk.
- 20.12.17 **Noted:**  
That when invited, there were no public comments or questions on any matter of Council business.
- 20.12.18 **Noted:**  
That when any other Council business for information, to be noted or for inclusion on a future agenda, the following:  
  
A planning application (DC/20/05790) had been received. The Clerk had requested an extension. Cllrs confirmed that in the event that the request was not granted, they would want an Extraordinary Meeting.
- 20.12.219 **Noted:**  
That the scheduled date for the next meeting was Monday 11<sup>th</sup> January 2020 either at the village hall, or by remote zoom meeting
- Join Zoom Meeting
- <https://us02web.zoom.us/j/87507729939?pwd=WmZkenZkaUxpbTF5U3A1MjFESFhtUT09>
- Meeting ID: 875 0772 9939
- Passcode: 245997
- You can also dial in direct from your mobile or landline on the numbers below:  
[+44 203 481 5240](tel:+442034815240); [+44 131 460 1196](tel:+441314601196); [+44 203 051 2874](tel:+442030512874); [+44 203 481 5237](tel:+442034815237)
- 20.12.20 **Noted:**  
Close of meeting. 9:56pm.

**Signed:** *Haslett Schofield*

**Dated:** 18/01/2021