

DRINKSTONE PARISH COUNCIL

Minutes of Extra Ordinary Parish Council meeting held on Monday 1st November 2021

Present: Councillors: Richard Edmondson (Chair), Peter Holborn (Vice Chair), Sonia Slattery, Janet Elnaugh, Emily Elnaugh, and Paul Selvey. Clerk: Jane Hill, and four members of the public.

1. Apologies were received prior to the meeting and noted at the meeting from Cllr Tim Moss.
2. There were no declarations and interests raised on request from Chair.
3. Resolved: The minutes of the Parish Council meeting held on 4th October were agreed as a true record.
4. Update on daffodil planting project – Cllr Edmondson.
 - In total 10,000 daffodil bulbs have been planted around the village by volunteers, the Parish Council wishes to thank all those who made it such a success.
 - There should be many flowers in Spring 22 and even more the following year, next Autumn the Council will consider whether to plant more bulbs.
5. Discussion regarding proposal for the installation of white gates to enhance the village signs on the 4 main entry roads into the village (Woolpit Road, Beyton Road, Gedding Road and Rattlesden Road).
 - Cllr Edmondson highlighted that there was budget left over from the daffodil planting project which could be used to purchase the gates; Cllr Edmondson noted that he had gained consent for this to happen from the largest donor of the daffodil project.
 - The Council agreed the white gates would be a good idea for the following reasons:
 - They would enhance the look of the village entrances.
 - They clearly set the boundary of the village.
 - They may reinforce areas where the speed limits apply.
 - To initiate the project Cllr Selvey agreed he would contact the Highways department to check whether there were any rules/guidelines for installation of such gates.
 - Following this, Cllr Edmondson would provide costings for the project. In the interim the Council authorised a spend of up to £600 (including VAT) on installation of the white gates.
6. Discussion regarding the role of Community Engagement Officer – Cllr Slattery.

Cllr Slattery has reviewed the newly created community engagement role and proposed some changes to ensure maximum effectiveness and value within the community. To support the discussion Cllr Slattery submitted a written report called ('Agenda Item 6 Community Engagement Portfolio proposal_Nov21') which was circulated to the Councillors prior to the meeting.

 - Cllr Slattery proposed that more focus/time should be given to the Educational Trust and that the role on the Village Hall Committee (VHC) should be adjusted such that the Community Engagement Officer attended the Village Hall Committee meetings but was not a Trustee of the charity. In practice, this would mean that the Community Engagement officer, and hence the Parish Council, would lose the voting rights currently in place.
 - The Council discussed the issue and two Councillors felt it would be favourable for the Parish Council to retain its voting rights. During the discussion it was questioned whether the Parish Council itself could become the Trustee, thus removing any liability on the person acting as the Community engagement officer.
 - Cllr Edmondson agreed to investigate further with members of the VHC and the charities commission prior to being reviewed again at the next meeting.
7. Review of the findings from the playground report – Cllr Edmondson
 - The findings of the playground report were circulated to the Council prior to the meeting ('Agenda Item 6 Community Engagement Portfolio Proposal_Nov 21').
 - The Council reviewed the report and concluded the only issue which required immediate action was the steps on the slide. Next steps, Cllr Moss to estimate the cost of fixing the steps and provide quote to the Parish Council for review and agreement. It was noted there was budget earmarked for this purpose.

These Minutes are in draft form only and they have not been ratified by Council and are not a matter of formal record. They will be before the next Ordinary Council meeting for approval.

- Cllr Selvey noted that he had measured the goal posts and sourced suitable nets, clips, and plugs to hold the nets down. The next steps are for Cllr Selvey to agree items with Cllr Moss and then send to the Clerk who will arrange the purchase.
 - It was noted that the goal posts need to be painted, however due to the weather it was agreed to leave this until Spring.
 - Finally, it was noted that the recreation ground has many mole hills, it was concluded that this should be included in the next meeting's agenda.
8. Discussion on how the Parish Council wishes to proceed with the management of the lands which fall under the allotment charity – Cllr Edmondson and Cllr Holborn.
- Cllr Edmondson drafted a report outlining the background to this issue. This report was circulated to the Councillors prior to the meeting ('Agenda Item 8 Back ground information to manage the Parish lands_Nov 21').
 - Cllr Edmondson and Cllr Holborn propose reviewing the best structure to oversee the allotments and the parish lands. Cllr Edmondson highlighted that he is Chair of both the Parish Council and the allotment charity, and as such must represent the interests of both sides equally, this conflict of interest was noted by the Council.
 - Cllr Edmondson noted that he had contacted the charities commission to seek advice about legal obligations. He also noted that the parish land generated £65 per annum for the allotment charity and that any future arrangements should consider this income stream.
 - In terms of next steps it was agreed that Peter Holborn, Joyce Cocksedge, Michael Lambert, and Richard Edmondson would meet and make a proposal for the best way to manage the allotments and the parish lands in the future. This proposal would be presented to the Council at a Parish Council meeting in the future.
 - Once agreed, the use of the parish land near the Rattlesden Road allotments can be reviewed and proposals put to a the village to decide via a referendum.
9. Bank transactions and the latest bank reconciliation.
- The Council authorised the following spend for the reprinting of the footpath maps, it was noted that the Council had been given a locality grant of £250 to cover this cost.

	Description	£
UT1	Gipping Press	£250.00

- Cllr Edmondson confirmed the latest accounts were supported by relevant Bank Statements.
10. One new planning application was approved and noted by the Council.
11. The Parish Council considered one new planning application.

Erection of single storey rear extension and conversion of outbuilding to form additional living space (following demolition of existing single storey extension), Installation of Oil Tank and External alterations as detailed in the Schedule of Works Rev A

Church Cottage, The Street, Drinkstone, Suffolk, IP30 9SX

Cllr J Elanugh presented a written planning report which was circulated prior to the meeting ('Agenda Item 11 Planning report for Church Cottage_Nov 21'). In summary:

- The current application proposes the demolition of the existing single storey extension (which was a 20th century addition) and the erection of a new single storey extension that is slightly larger in footprint which will allow for the incorporation of access to the outbuilding in a tidy form.
- The proposed extension is proportionate to the site and it is to the rear of the property and cannot be viewed for the roadside, meeting NP policy DRN11 Heritage Assets (d).
- The use of materials is sympathetic to the location .

- The proposed new flat roof will incorporate a roof light and the roof area will be softened with a planted sedum matting to encourage biodiversity NP policy DRN9 Biodiversity 9 (i ii).

The Council considered the feedback and concluded that the Council had no objections to the application and authorised the Clerk to provide feedback back to Mid Suffolk planners through the planning portal.

12. Public comment or questions on any matter of Council business.

- A member of the public highlighted that the ditch from Chapel Lane to Marsh Green Cottage was becoming blocked due to a damaged culvert and large amounts of vegetation. The ditch was becoming so congested that it presents a flood risk and needs to be cleared.
- The Council discussed the issue and it was agreed that the Parish Council would contact two landowners to ask for the ditch to be cleared.
 - Cllr J Elnaugh and Cllr Edmondson would take some pictures and then the Clerk would contact the farmers.
 - Cllr Holborn noted he would ask one of the landowners whilst discussing tree planting.

13. The following Council business was raised but not covered in agenda.

- The Council authorised a spend of £60.65 to pay Mid Suffolk Council for the playground equipment inspection.
- The Council agreed to propose candidates for the High Sheriff Community Awards to the Clerk.
- Cllr J Elnaugh agreed that she would like to attend the Lottery Funding seminar, subject to dates being suitable, the Clerk to send dates and book a space as required.
- It was confirmed by the Clerk that the Parish Council has received a £250 locality award for the reprint of the Drinkstone footpath maps.
- It was agreed that the Clerk will respond to the gentleman from Woolpit bowls club to inform him that the best way to advertise the club is through JD rather than the Parish Council notice board.
- Cllr E Elnaugh highlighted that the stile at Home Farm, The Street, had been changed so dogs could no longer easily get through. It was agreed Cllr E Elnaugh would contact the owners of Home Farm and highlight the issue so it can be fixed.
- The Council discussed the stile near Hammond Hall on Rattlesden Road, it was agreed the Council would write a letter to the land owner asking for the stile to be fixed.
- It was highlighted that as of 1st November Suffolk had been designated an 'Enhanced response area'. The Council agreed that parishioners should be informed via a JD e-mail and a notice on the Parish Council website.

14. Any other Council business for information, to be noted or for inclusion on a future agenda.

- A plan on how to manage the mole hills on the Cricket.
- A review of the draft budget and precept.

15. To confirm that the scheduled date for the next meeting is Monday 6th December 2021 at the village hall.

16. The meeting closed at 9.16pm.