

STANSFIELD PARISH COUNCIL
Minutes of the meeting held on Monday 15th July 2019

Councillors present: Sarah Hopkins (Chairman), John Underdown, Ed Cardozo, Fran Brown, Julie Ghirardani and Fay Gridley. Robert Dennis arrived at 7.30pm

Also present: Joanne Kirk (Clerk) and District and County Councillor Mary Evans

1. Acceptance of apologies for absence

No apologies were received.

2. Declaration of Interest in items on the agenda and dispensation requests

No councillors declared an interest in any items on the agenda.

3. Approval of minutes of Annual Meeting of the Parish Council held on Monday 20th May 2019

It was resolved that the minutes were correct. The chairman then signed them.

4. Update on list of actions agreed at the last meeting

There were two outstanding councillor actions.

The defibrillator could not be installed as the outside wall of the village hall was not strong enough. A local builder has installed a board which the defibrillator will be attached to. The Parish Council is awaiting an invoice. It was resolved that the clerk and Chairman would be authorised to pay the invoice for the additional building work once it has been received.

5. District Councillor's Report

- The new West Suffolk Council is underway. The new leader has set up a Rural Task Force to look at rural issues.
- John Eaton is the new locality officer for Stansfield.
- A car parking review is currently taking place in Bury St Edmunds. A new contactless system has been set up in the St Andrew's Street car park.
- She is serving on the Performance and Audit Committee.

6. County Councillor's Report

- Road closures are one of the biggest sources of complaint by residents and in particular poor signage. Suffolk County Council will expect contractors to provide specific details about road closures in future. It will be mandatory for traffic management companies to tag traffic lights to show that new batteries have been installed to avoid problems with traffic lights failing.
- Proposed closure of Poslingford Road by Anglian Water. The road will now be open overnight and first thing in the morning. Anglian Water will be visiting Poslingford Parish Council to discuss the road closure.
- Verge cutting has improved this year. There is a view that a larger area of verges should be left uncut until later in the year to allow wild flowers to grow. This would not affect junctions and visibility splays.
- A community self-help scheme has been launched.

7. Police issues

No police issues were raised.

8. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- SALC – councillor training - LGA 1972, s111 - **£82.80**
- Risby Parish Council - 1/6 of the cost of a print cartridge - LGA 1972, S111 - **£6.24**
- J P Kirk - expenses - LGA 1972, s111 – **£13.78**

John Underdown and Fran Brown signed the Schedule of Payments. The Chairman countersigned it.

b) Approval of payments authorised between meetings

No payments were authorised between meetings

c) Receipts and Payments (including online payments) made since the last meeting

Receipts	Details	Amount

25/04/19		West Suffolk Council - precept payment	£5,014.00	
28/05/19		Stansfield Bridge Club	£1,218.24	
Payments	Minute reference	Details	Method	Amount
10/05/19	119/7g	Risby PC - pension payment	S/O	£10.00
21/05/19	122/13a	J P Kirk - expenses	Online	£32.50
21/05/19	122/13a	Stansfield VH -donation	Online	£768.00
21/05/19	122/13a	Mrs C Whitaker	Online	£65.00
30/05/19	119/7f	Staff costs	S/O	
30/05/19	124/16a	Community Heartbeat Trust - defibrillator	Online	£3,054.00
10/06/19	119/7g	Risby PC - pension payment	S/O	£10.00
30/06/19	119/7f	Staff costs	S/O	

It was resolved that the statement of receipts and payments would be approved.

d) Bank balance as of 30th June 2019: £6,954.05

John Underdown verified and signed the bank statements.

e) Signatory to complete the checklist of Internal Controls

John Underdown completed and signed the checklist of internal controls.

f) Update on the progress of the new Barclays Reserve Account

A letter from the Parish Council has been sent to Barclays but no response has been received. It was resolved that the clerk would ring Barclays to find out what action has been taken. It was also resolved that the clerk would be authorised to transfer £3,000 to the reserve account once it is open and that a spreadsheet of earmarked funds would be set up to show how much is in the defibrillator fund and how much is in the general reserve fund.

g) Email from Community Action Suffolk about their new Parish Protect insurance policy

Community Action Suffolk in conjunction with RSA (Royal and Sun Alliance Insurance Group) now offers a policy called Parish Protect. It was resolved that the Council would switch to this policy as the cover offered meets the needs of the parish council better.

9. Planning

a) Letter from 12 residents objecting to the proposed development near Pippin Post Close

The main points raised in the letter were:

- *The belief that the proposal does not comply with current planning policy, the Local Plan, which assures protection from developments such as the one proposed at Pippin Post Close*
- *Concerns that the Local Plan is being reviewed only three years after it was approved.*
- *Concerns about the potential for further development proposals on greenfield sites*
- *Concerns about parking access and a lack of local amenities*

It was resolved that the Parish Council would respond to the points raised as follows:

Local Plan

West Suffolk Council is the Local Planning Authority so they will make the final decision about the application. The existing Local Plan was prepared by St Edmundsbury Borough Council, but following its merger with Forest Heath District Council, the new West Suffolk Council has started a review of the current Local Plan. It will take a couple of years for the final plan to be produced but there will be consultations along the way which residents can respond to as can the Parish Council. The revised Local Plan will not be approved until 2023. A call for sites from landowners has already taken place. The Parish Council will be consulted about these sites and future stages of the Local Plan. Any specific concerns about the Local Plan should be directed to West Suffolk Council, however residents are welcome to attend parish council meetings when different stages of the Local Plan are discussed and to present their views during the Open Forum. Meetings take place on the third Monday in January, March, May, July, September and November and agendas are published on the Parish Council website at www.stansfield.onesuffolk.net

Potential for future development

The application for the land off Pippin Post Close will be considered by West Suffolk Council in the context of existing planning policy. The Parish Council can only submit a response based on any specific applications it receives, not on what may happen in future. Within the context of the current Local Plan, Stansfield is an infill village which means no development is allowed outside the Housing Settlement Boundary unless it is classed as an exception site in which case it would need to meet the criteria for affordable housing as set out by West Suffolk Council.

Development on Greenfield sites

The Parish Council notes their concerns.

Material Considerations

The Parish Council's response has to focus on material considerations. Concerns about access, parking and lack of infrastructure are valid material considerations. It was resolved that a copy of guidelines as to what counts as a material consideration would be sent to the resident. It cannot submit a response based on rumours or conjecture and can only respond to the facts it is presented with when an application is received. If residents have any concerns Robert Dennis said he would be happy to respond to individual queries.

It was resolved that a planning meeting would be arranged for Monday 12th August at 7pm. The meeting will begin with an Open Forum to give residents a chance to put their views across.

10. To review the following policy documents

a) Financial Regulations

It was resolved that no amendments were necessary.

b) Standing Orders

It was resolved that no amendments were necessary.

c) Equal Opportunities Policy

It was resolved that no amendments were necessary.

11. Highways/Rights of Way issues/tree/transport issues

a) The safety of Hawkedon junction

It was resolved that County Councillor Mary Evans would investigate and report back to the Parish Council.

b) Email from Poslingford PC about road closure in October

See County Councillor's report above.

c) Suffolk County Council's Green Access Strategy consultation

It was resolved that the clerk would email the link to all the councillors and that Robert Dennis would submit a response on behalf of the Council.

12. Village issues

a) New post for the village sign

It was resolved that this would be reviewed in a couple of years.

b) Setting up a VETS scheme

It was resolved that it would be set up. The clerk was asked to find out the progress of application for a grant to help cover some of the cost.

13. Correspondence

a) Email from neurology charity Headway Suffolk hosts its fifth annual Neuro Conference on Wednesday 16th October at Wherstead Park, Ipswich from 9.30am - 4.30pm.

No councillors were able to attend.

14. Any other business for noting or including on the next agenda

a) Removal of two step banking authorisation on the Parish Council's Barclay's account

There being no further business the meeting closed at 8.30pm.

Signed (Chairman) Dated

