

STANSFIELD PARISH COUNCIL

Minutes of the Extraordinary Meeting held on Wednesday 3rd June 2020 via Zoom (due to Coronavirus restrictions)

Councillors present: Sarah Hopkins (Chairman), Ed Cardozo, Fay Gridley, John Underdown, Fran Brown, Fay Gridley and Julie Ghirardani

Also present: Joanne Kirk (Clerk), County and District Councillor Mary Evans and three members of the public

Open Forum

No issues were raised during the open forum

1. Acceptance of apologies for absence

No apologies were received.

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

The Parish Council has received correspondence about planning application DC/19/1329/FUL. It was resolved that the Council would acknowledge receipt of these emails but that the feedback from residents would be passed on at the planning meeting on 8th June when the planning application will be discussed.

3. Approval of minutes of Annual Meeting held on Monday 18th May 2020

It was resolved that one correction would be made:

- Item 14a, bullet point 4 will be amended to *'It was resolved that the clerk would contact the resident who made the statement at the start of the meeting to ask questions about their motivation for wanting a Neighbourhood Plan.'*

Fran Brown said she did not believe that it was clear how councillors had voted when Chairman and Vice-Chairman were elected at the last meeting and asked for a re-vote.

It was resolved that councillors would vote again. Sarah Hopkins was nominated and following a vote it was resolved that Sarah Hopkins would be Chairman.

Ed Cardozo was nominated and following a vote it was resolved that Ed Cardozo would be Vice-Chairman.

It was resolved that the amended minutes were correct. The chairman agreed to sign them after the meeting.

4. Finance

a) To decide whether Stansfield Parish Council should subscribe to SALC

It was resolved that the Council would subscribe to SALC and that the payment of £138.90 would be approved.

5. To review the Council's policy for dealing with correspondence

It was resolved that the protocol for dealing with correspondence used by some of the clerk's other councils would be approved and uploaded onto the Council's website.

It was also resolved that an article about how parish councils work, and the roles of the clerk and councillors would be prepared for the newsletter.

6. Correspondence

a) Letter from the clerk notifying Stansfield Parish Council of her intention to resign

The Chairman moved this item to the end of the agenda to be discussed during a closed session as employment issues are confidential.

b) Email from Stansfield Village Hall thanking the Parish Council for its annual donation

For information only

c) Emails from residents about planning application DC/19/1329/FUL and the meeting to be held on 8th June 2020.

It was resolved that the emails relating to DC/19/1329/FUL would be deferred until the planning meeting on 8th June when the application is discussed.

One resident has requested details of the study carried out in the village regarding housing. The clerk agreed to pass on this information.

d) Emails from a resident asking a number of questions about planning issues and the Annual Meeting held on 18th May 2020.

- One question was asked about the wording of the minutes relating to item 14a as above. A correction to the wording has been agreed as stated above.
- A request for a copy of the letter from West Suffolk Council asking for the amendment to the affordable housing criteria. The clerk agreed to pass on this information.
- *Does the PC think that it is important to have their discussions on the possibility of an NP in as open a way as possible, allowing as many residents as wish to, to hear and view?*
This was discussed at the Annual Meeting of the Parish Council on 18th May. It was agreed that the PC would engage with residents ahead of the Issues and Options Consultation later in the year. A questionnaire will be delivered to all households in the village.
- *Our letter was firstly, and primarily, concerned with the responses to the SHELAA sites. We asked for clarification of the consultation response the Parish Council has sent to West Suffolk planners i.e. (that six sites are too many for Stansfield and this is disproportionate to similar villages.) We asked how many sites the PC thought appropriate, and if they felt they should gain input from residents, or not, before the next phase of consultation. These first questions in our letter are more time critical than the possibility of an NP.*
The Parish Council has already agreed that it would engage with residents ahead of the Issues and Options Consultation later in the year. Once the Parish Council has a clearer idea of the proposed settlement hierarchy in the Issues and Options document due to be published by West Suffolk Council later in the year, councillors will also be in a better position to answer the question about SHELAA sites.
- *We have suggested to the Parish Clerk that the situation is kept under review and are happy to discuss the inclusion of discussions on all the questions in our letter at the next Parish Council meeting, provisionally scheduled for July. Does the PC agree with this, or have any other suggestions?*
It was agreed that the Parish Council would be happy to discuss the issues raised at the meeting on 20th July 2020.

The chairman closed the main meeting and asked members of the public to leave the meeting.

Signed (Chairman) Dated