



STUTTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 2nd JULY 2007

The Chairman welcomed everyone and opened the meeting at 7.30 pm.

ACTION

OPEN DISCUSSION:

It was mentioned that the hedge along Bentley Lane is overgrown and obscuring parts of the road. In addition, the footpath from the War Memorial to Bentley Lane is also overgrown.

POLICE REPORT:

PC Garrod sent his apologies for not attending, along with the following report. Safer Neighbourhood Teams (SNT's) were launched in March, to work in partnership with local residents, organisations and authorities. The first SNT meeting for the residents of Peninsular will be on Wednesday 11th July 2007 in Main Hall, Shotley Primary School at 7.30 pm. SNT meetings are not in place of police attending Parish Council Meetings.

Crimes in Stutton. Since 8th May 2007 to present day, there have only been 4 crimes reported. 3 of these are criminal damage related and 2 of those occurred at the same time and place, the suspects for which have been identified both of these crimes have been detected. The remaining crime is a theft from an insecure handbag in an insecure changing room within the Alton Water complex. Compared to the same period 12 months earlier there has been an increase of just 2 crimes, both being criminal damage related.

DISTRICT COUNCILLOR'S REPORT:

D/Cllr Wood advised the meeting that the new council members for Babergh had now had all their training, and he is hoping to bring his fellow councillor (Trot Ward) along to a future meeting.

There are revised arrangements for Suffolk school admission from September 2008. Parents will have give 3 preferences in priority order. Places will not be guaranteed in catchment area. Priority will also be given if a sibling already attends the same school.

SCC Rights of Way are upgrading footpath rankings into High, Medium or Low. All of Stutton Footpaths are graded either High or Medium priority.

Regarding the Play Area lease, D/Cllr Wood would be happy to organise a meeting at Endeavour House between himself, Simon Harvey and Cllr Lusher. D/Cllr Wood would like to be informed of the Parish Council's decision regarding Land Adjacent High Lodge, Church Road (see 121/PC/07).

**Cllr
Lusher**

Clerk

MEMBERS PRESENT:

Cllrs Leach, Baxter, Kennell, Knight, Masters, Watts and Wilson.

IN ATTENDANCE:

Rik Bond – Clerk, D/Cllr Dave Wood

112/PC/07 APOLOGIES FOR ABSENCE:

Cllrs Fishwick and Lusher

113/PC/07 REGISTER OF INTERESTS:

A Register of Interests was noted by Cllr Wilson in relation to Stutton Community Hall (129/PC/07) and Vice Chairman Watts in relation to Land Adjacent High Lodge, Church Road (121/PC/07)

114/PC/07 TO APPROVE MINUTES OF LAST MEETING:

The minutes were approved by the Council and signed by the Chairman as a true record.

115/PC/07 MATTERS ARISING:

Cllr Wilson had spoken to the owner of the breakdown truck, who was adamant that it should not be moved as no laws were being broken. He could move it to the Village Hall Car Park, but this is Charitable Land, and the rules and regulations do not permit private individuals to park there.

116/PC/07 CORRESPONDENCE:

1. SALC - The Local Councillor Summer 2007 (*Circulated*)
2. SALC - Newsletter of the Year 2007 (*Circulated*)
3. SALC - Training Dates (*Circulated*)
4. NALC - Report of the Chief Executive (*Circulated*)
5. Babergh - Successful Launch of new Waste and Recycling Contract (*Circulated*)
6. Babergh - Smoke Free England (*Circulated*)
7. Babergh - Consultation Event on Grant Aid/ Sponsorship to Outside Bodies (*Circulated*)
8. Babergh - Affordable Housing in Cockfield nr Lavenham (*Circulated*)
9. SCC - Proof of Evidence for Footpath 37 Enquiry - 17 Jul 2007 (*Circulated*)
10. SCC - Schools Organisation Review Update (*Circulated*)
11. SCC - Letter re Lease of Play Area (*Circulated*)
12. SCC - Mobile Library Review (*Circulated*)
13. SCC - Community Safety Survey
Clerk to complete and return
14. SCC - Suffolk's Environment Monitoring Report (*Circulated*)
15. Age Concern Suffolk - Request for funding (*Circulated*)
16. East Anglian Air Ambulance - Request for Funding (*Circulated*)
17. Stutton Community Village Hall - Request for funding (*Circulated*)
18. Stutton Community Shop - Request for funding (*Circulated*)
19. Suffolk Strategic Partnership - 'Shaping the Future of Suffolk' (*Circulated*)
20. Volunteer in Suffolk - Formal Volunteering in Suffolk (*Circulated*)
21. Babergh Communities Together - Caring Cards (*Circulated*)
22. The Rural Housing Trust - Open House Invitation to look at Affordable Housing Scheme in Fordham, Colchester (*Circulated*)
23. Local Councils Update June 2007 (*Circulated*)
24. SPPA (Shotley Peninsula Parishes Alliance) Meeting - Thursday 13th Sept - Tattingstone Village Hall (*Circulated*)
25. Safer Neighbourhood Team - Community Consultation Evening - Wednesday 11th June 7.30pm - Shotley Primary School (*Circulated*)
26. John Bowman - Splash 2007 alterations
Clerk to write requesting Hotline Number and to request large notices are erected to warn motorists of congestion caused by coaches. Republish amended details in Roundabout

Clerk

Clerk

- 27. West Suffolk Local Strategic Partnership - Annual Conference
- 28. Tattingstone Parish Council - Info on replacing Children's Play Equipment
- 29. Ray Fishwick - Stour and Orwell Estuaries Forum
- 30. MoD - Response to letter to Sec State Defence re BFPO Postal Charges
- 31. Stutton Horticultural Society - Request for funding (*Circulated*)

117/PC/07 CODE OF CONDUCT:

Cllr Masters assisted by summarising the essence of the changes. Councils are being asked to adopt the Code of Conduct either in its full form, or without Clause 12.2, which would still enable Councillors with a prejudicial interest to attend the meeting, but make comments only in the Open Discussion. i.e. No change from normal procedures. It was proposed by Cllr Masters and Seconded by Cllr Knight that the Council adopt the Code of Conduct with the exception of Clause 12.2. This motion was carried. A form notifying this adoption now needs to be completed. Clerk

118/PC/07 FOOTPATHS:

The railings adjacent to No 5 Stutton Close still need to be widened to permit a wheelchair to pass. *Further to meeting Clerk informed Rights of Way Office Ref. 710779* Clerk

The Clifftop Path from Stutton Ness to Stutton Mill is very overgrown. Clerk to notify SCC Clerk

Drunkards path (next to Grange House & Tŷ y Tarw) needs cutting back at entrance. Cllr Baxter to visit and cut back where possible. Cllr Baxter

Stutton Hall Farms were telephoned by Chairman regarding Footpath 8, which was cleared the same day. Clerk to write letter of thanks for such prompt action. Clerk
Query also with SCC regarding Signing of footpath which appears to be in the wrong place.

Chairman will write in Roundabout asking residents to ensure that any hedges or shrubs which overgrow a footpath or pavement be cut back. Chairman

119/PC/07 LIGHTING:

None

120/PC/07 HIGHWAYS:

Bentley Lane Hedge (as mentioned in open discussion), which is covering pavements.

121/PC/07 PLANNING:

B/07/00584/OUT/LJB - Land Adjacent High Lodge, Church Road - Outline - Erection of 2 x Two-storey dwellings. Construction of new vehicular access. *Site Meeting required before decision can be made - Thursday 5th July 7.00 pm on site. Clerk to post notice.* Clerk

B/07/00821/LBC/BHW - 1 Chapel Cottage, Manningtree Road - Application for Listed Building Consent - Insertion of 1 x Kitchen Window to rear elevation
Parish Council Recommend Approval

B/07/00400/ROC/CJT - Units 1 & 2 Stutton Lane - Variation of condition 13 of Planning Permission B/90/1021 to enable unit 2 to be used for Class B1 (light industrial) purposes without being agreed in advance with the Local Planning Authority. Potential Class B2 (general industrial) users to continue to be agreed in writing with the Local Planning Authority. **Permission Granted by Babergh**

122/PC/07 PLAY AREA:

Meeting between Cllr Lusher, Vice Chairman Watts and School PTA established that bark needed to be replaced, as it was very thin. Bark was ordered and laid. Gate needs attention, as it cannot be shut due to hinges having dropped. New outline plans for the Play Area will be on display at the next Parish Council meeting. SALC are aware of the issue with the 10 year lease, and are going to provide a list of potential other funders.

123/PC/07 VILLAGE PLAN:

Question formulation meetings were reasonably well attended and have helped get feedback from the Village. The Questionnaire will be ready for distribution at the end of August.

124/PC/07 VILLAGE SHOP:

A report from Cllr Fishwick was received outlining costs for project. Planning permission will need to be applied for, and it was proposed by Cllr Masters and seconded by Chairman Leach that we should provide £1000 for their ongoing costs. This decision was carried by the Council.

125/PC/07 IPSWICH UNITARY COUNCIL BID:

Deadline has passed for this response, but Clerk will still respond with Parish Council's concerns that this will dilute services and duplicate administration.

Clerk

126/PC/07 BEACHWATCH 15/16TH SEPTEMBER:

In Cllr Lusher's absence, it was agreed that we should participate in this event, and organise a clean-up from Stutton Ness to Stutton Mill.

127/PC/07 CLERK'S REPORT:

Contract of employment - still outstanding.

Schedule of Insurance received from Allianz, so Council fully covered.

128/PC/07 AUDIT:

Report from Local Auditor - Richard Lawson received, which outlined the following points:

- A number of cheque payments were unable to be verified. *Clerk to provide receipt book, which can be signed when supplier provides no official receipt.*
- Salaries are paid without deduction of Income Tax and National Insurance. *Clerk fills out own Self Assessment Tax Return, so Tax is correctly paid against income.*
- Remittance advices not seen for payment of Village Plan Grants. *Clerk to extract these from filing.*
- 10 year lease from SCC for Play Area not seen. *This was not formally offered until after the audit.*
- Fixed Assets did not form part of accumulated fund. *This will be addressed for 2007/8*

The Council unanimously approved the National Audit figures and these were signed by the Chairman.

129/PC/07 ACCOUNTS:

S137 allocation was discussed and it was suggested that a number of items should be added to next meeting's agenda for consideration for a donation. As the Bark for the Play Area (at a cost of some £520) was on the agenda for

discussion, it was proposed by Cllr Wilson and seconded by Cllr Knight, that the Parish Council should contribute it's ½ share of the bill as usual, but should make a donation (from S137) to the PTA for the other half. This was because the school had not had as many fund-raising activities during the change over to the new head teacher, and had also suffered poor weather and thence reduced takings for its Summer Fete. The council approved this proposal.

Expenditure:

R Bond - Salary £272, Post £1.28, Stationery £5.97 = £279.25
Stutton Village Plan £159.87

130/PC/07 ITEMS FOR NEXT MEETING'S AGENDA:

S137 Donations: Village Hall, Horticultural Society, Age Concern, East Anglian Air Ambulance, Play Area Equipment.

131/PC/07 DATE OF NEXT MEETING:

Chairman:

Date: