



STANTON PARISH COUNCIL

Clerk to the Council - Fiona Osman, 20 Micklesmere Drive, Ixworth, Suffolk IP31 2UJ
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Chair – Jim Thorndyke

Minutes of the Meeting of Stanton Parish Council held on 15 June 2023 at Stanton Village Hall.

14. Roll Call & Apologies

Present were Councillors:

Brian Brown, Dee Burdett, Vic Dorling, John Frizzell, Charlie Harvey-Evers, Barry McDonald, Phil Smith, Jim Thorndyke (**Chair**)

Apologies for absence were received from Councillors Lorraine Frost, Martin Scowcroft and Suffolk County Councillor Joanna Spicer.

15. Minutes

The minutes of the meeting held on 11 May 2023 were confirmed as a correct record, subject to the following clarification: -

Minute 12 a – Report received from Internal Auditor for accounts and annual governance statement.

- The Annual Internal Audit Report was received and noted.
- The Annual Governance Statement was approved.
- The Accounting Statements were approved.

The minutes were signed by the Chair.

16. Public Forum

2 members of the public were present.

A resident raised the issue of lack of seating on the Recreation Field. There was currently only one bench. Councillor Smith explained that one bench had recently been removed for safety reasons and that there were other benches at the top of the field that could be re-sited closer to the Playground. This issue would be added to the agenda for the meeting on 13 July 23.

A resident informed the Council that Potters Lane had become very overgrown with brambles and difficult to access. The Clerk would contact relevant parties to request that this be resolved.

17. a. District Councillor Thorndyke report:

- No agenda yet for West Suffolk Forum on 7 July 23

- The West Suffolk Working Partnership, which comprises 19 Independent, 17 Labour Party, 1 Green and 1 Lib Dem councillors, now forms the administration for West Suffolk Council.
- District Councillor Thorndyke had been appointed the Portfolio Holder for Planning.
- The West Suffolk Local Plan timetable had been slightly amended to consult on the final draft local plan in January 2024 rather than November and December.

b. County Councillor Spicer report:

- The first stage of the Grundle work had been completed.
- The mud on Bury Lane had been shown to a Highways engineer who has stated that this would be swept.
- There were no known permit holders for the restricted byway.
- Quentin Cass from Suffolk County Council had met with the Chair and Vice Chair of Stanton Parish Council to confirm the boundaries at the old primary school. County Councillor Spicer had agreed to arrange for remaining windows of the old school to be boarded up to prevent further damage.
- Had raised concerns with the Head of Planning about highways work for the Co-op as some work was not in accordance with the plans. A belisha beacon had been placed on the north side in a position that did not allow safe wheelchair access.
- Asked for Parish Councillor views on the repairing of the junction of B1111 and A143. Parish Councillors agreed that although some pot holes had been repaired, they were already being damaged by HGVs and that white lines were very poor.

18. Clerk's Report

The Clerk had reported a silted-up drain in Sturgeon Way to Highways who had responded that it didn't meet their criteria for immediate resolution but they would monitor this.

19. Declarations of Interest

There were no declarations of interest.

20. Statutory Business/Governance

No application had been received for the vacant position of Councillor. The Clerk is to contact Karen Davies and ask her to submit an application for consideration at the next meeting.

21. Planning Applications

a. New Applications

DC/23/0472/HH - 8 Church Close Stanton Suffolk IP31 2BY
Householder planning application - a. three dormers to front elevation (following removal of shed dormer) b. change flat roof to pitched on front porch.

No objections

DC/23/0831/TCA - Greenbanks The Street Stanton Suffolk IP31 2DQ
Trees in a conservation area notification - two Oak (T1 and T2 on plan) reduce height of canopy by 2.5 metres.

No objections

DC/23/0749/HH - 6 Sturgeon Way Stanton Suffolk IP31 2ED
Householder planning application - single storey front and side extension.

No objections

DC/23/0897/TCA - 7 The Knowle Stanton Suffolk IP31 2AF

Trees in a conservation area notification - one Cherry (T2844 on plan) crown lift to five metres above road level; one Silver Birch (T2851 on plan) crown lift to 2.5 metres above ground level; one Sycamore (T2848 on plan) fell.

No objections

b. Determined Applications

Reference & Address	PC Decision	West Suffolk Decision	Decision Date
DC/23/0633/TPO - Shepherds Grove Park Stanton Suffolk	No objections	Approved	22 May 23
DC/23/0591/TPO - The Old Rectory Old Rectory Gardens Stanton Suffolk IP31 2BX	No objection	Approved	25 May 23
DC/23/0469/TPO - Berkeley Leisure Shepherds Grove Park Stanton Suffolk IP31 2AY	No objection	Approved	16 May 23
DC/23/0563/TCA - Gable End Old Bury Road Stanton Suffolk IP31 2BS	No objection	Approved	12 May 23

22. Matters for discussion

- a. Coronation mugs update** – Councillors confirmed that it was always intended for the mugs to be available to all primary school age children who resided in Stanton, regardless of the school they attended.

The Clerk was to put a notice on the village website, and Stanton Facebook groups asking for names of any eligible children, who had not yet received a mug, to be given to either the Clerk or any Parish Councillor. The deadline was 13 July 23.

Any remaining mugs could then be sold.

- b. Village planters** – Councillor Brown confirmed that Hillcrest had provided a quote of £521.71 for refilling the village planters. **It was proposed, seconded and agreed by all to accept the quote.**

c. Parking issues

- i. Food outlet near memorial – Councillors agreed to speak with the owner of a mobile food outlet that parked near the memorial to ask if they could avoid parking close to the junction as this caused visibility concerns.
- ii. Councillor Frizzell raised concerns about parking along The Chase. It was agreed that he should send his statement to The Steamer and ask residents for their views on this issue.
- iii. Cllr Thorndyke had received a complaint about parking on days when waste bins were being collected. No action was required.

- d. National Defibrillator database** – A resident had asked whether the Defibrillators in Stanton were included on the national database. The Clerk confirmed that they were.

- e. Village Show** – Councillor Brown explained that the Garden Competition was anonymous and that a householder would not know whether their garden had been included. He asked for volunteers to visit areas of the parish and identify suitable gardens by the end of June so that they could be judged and winners for each category notified.

- f. **Asset Register** – Councillors Burdett and McDonald had reviewed the Asset Register: -
- Security codes for locks and gates should be updated.
 - List of persons outside the Parish Council who had these codes should be made.
 - Items in the storage container at the Recreation Ground needed to be reviewed.
 - Speed Indicator Devices needed to be updated on the register.
 - Any broken or obsolete items could be destroyed but other items should be brought to Council before disposal.
- g. **Audit Review** – this was part of the Asset Register work.
- h. **Notice period for funerals** – Councillor Brown informed the Council that a recent funeral had been arranged and the required amount of notice had not been given to the Clerk.
- The Clerk to contact the relevant Funeral Directors to remind them of the notice period. The Clerk was also asked to email the Reverend and request that they also advise of upcoming funerals in future.
- i. **Consideration of Shepherds Grove Industrial Planning Application** – Councillor Thorndyke stated that there was no further information on this planning application at this stage.
- j. **Request for donation to Stanton Football Club** - Councillor Smith confirmed that this was for a donation towards the setting up costs of Stanton Reds Under 9s. The request was for £250 but it was proposed agreed that £300 should be donated. It was also suggested that they could apply for a future donation from the S137 allocation during October/November.

Resolved to donate £300 to Stanton Youth Football Club.

- k. **Land at Old Primary School – boundary fence and lease** - Councillor Harvey-Evers had met with Suffolk County Council on site. There was concern that some work was required before the land was handed over; trees, steps and gate. It was agreed that a Working Party of Councillors would visit the site and agree the exact area and works to be completed. This would then need agreement with Suffolk County Council.

23. Accounts

a. Cleared transactions since last meeting

Cleared receipts	£5,385.16
Cleared payments	£11,730.61

b. Bank Reconciliation

This was received and signed by the Chair of Finance Committee.

Balance per Bank Statements	£122,023.76
Unpresented payments	£317.74
Unpresented receipts	£83.92
Adjusted Bank Balance	£121,789.94

- c. **Authorisation of Payments** – The following payments were authorised:-
- | | |
|----------------|-----------|
| Salaries (all) | £1,751.30 |
|----------------|-----------|

Key Box	£9.00
Stamps	£14.80
Office 365 (1 year subscription)	£59.99
Viking (stationery & cleaning)	£59.71
Viking (stationery)	£48.30
Glasdon (bags for cleaning cart)	£174.24
Westcotec (SID Repair)	£142.20
Mileage (Speedwatch for SID Repair)	£55.80
Wave – Cemetery water	£16.62
Wave – Recreation Ground Water	£287.53
Telephone & Internet (outgoing Clerk)	£17.73
Mobile phone & Internet (Incoming Clerk)	£10.00

d. Budget v Actual Spend

	Annual Budget	1st quarter Actual
Income	£73,710	£73,250
Expenditure	£77,710	£27,317

24. Correspondence

- a. RAF Honington Families Day** – limited number of tickets available – details given to Councillor Smith
- b. Town and Parish Form** – West Suffolk House on 11 July (see minute 17 a.)
- c. 20s plenty for Suffolk webinar** – Thursday 22 June 13.00-14.00 or Thursday 28 June 19.30-20.30
- d. Consultation for Ixworth & Ixworth Thorpe Draft Neighbourhood Plan** – details had been forwarded to all councillors.
- e. Consultation for Walsham-le-Willows Draft Neighbourhood Plan** – details had been forwarded to all councillors.
- f. Citizens Advice** – thank you for £200 donation.

The next meeting is on Thursday 13 July 2023 at 7pm.

Meeting concluded at 9.18 pm

Signed by:

Chair

