



STANTON PARISH COUNCIL

Clerk to the Council: - Fiona Osman
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Chair – Charlie Harvey-Evers

Vice Chair – Dee Burdett

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD ON

THURSDAY 8 August 2024 at 7pm at Stanton Village Hall

Councillors are summoned to attend.

AGENDA

- 1. Roll Call and Apologies:** To receive and consider acceptance of apologies for absence.
- 2. To consider and approve minutes of previous meeting:** 11 July 2024 (**attached**)
- 3. Public Forum:** The public are invited to address the Council. The period of time designated for public participation at a meeting shall not exceed 15 minutes (unless directed by the chairman of the meeting). A member of the public shall not speak for more than 5 minutes.
- 4. Reports from:**
 - a. District Councillor Jim Thorndyke
 - b. Suffolk County Councillor Joanna Spicer
- 5. Clerk's Report (attached)**
- 6. Declarations of Interest:** To declare any interest in remaining items on the agenda.
- 7. Statutory Business/Governance:**
 - a. Policies and Procedures – review and approval of the following policies and procedures (**all attached**):
 - i. Community Engagement Strategy
 - ii. Complaints Policy
 - iii. Model Publication Scheme
 - b. **Co-option of Councillor** – to agree to advertise 2 vacant seats available for co-option and invite residents to submit an application which will be considered at the next parish council meeting on **12 September 24**.
 - c. **Accounts:**
 - i. **to receive Finance Report (attached) as at 31 July 2024**
 - ii. **to approve payments as scheduled (Chairman to sign).**

8. Planning applications:

a. New Applications

i.	DC/24/0927/HH 19 The Knowle	Householder planning application - single storey rear extension
ii.	DC/24/0923/TPO 9 Church Close	TPO 078 (1966) tree preservation order - One Beech (T1 on plan within A1 on order)- overall crown reduction by up to five metres
iii.	DC/24/0951/HH 33 Fordhams Close	Householder planning application - a. conversion of garage into habitable room b. fenestration amendments to front and side elevations c. boarding to front elevation d. raising of flat roof to front elevation

b. Determined Applications that were Rejected: **NONE**

9.

Matters for discussion:

- a. **Allotments** Clerk
To consider and approve the revised Allotment Tenancy Agreement (attached).
- b. **Play Area Inspection Reports for July 2024** Cllr Wright
To receive and note the Play Area Inspection Reports as follows (attached):
- i. Pocket Park
 - ii. Skate Park
 - iii. Village Hall
- c. **Village Issues List** Clerk
To review Issues List and agree actions to be taken (Highways and Recreation Ground) (attached)
- d. **Legal Advice** – to agree for the Parish Council to seek legal advice at an anticipated cost of £350-£550 regarding the lease agreement between the Village Hall Management Committee and the Parish Council specifically with regard to the maintenance and repair of drainage. (Note – there is an annual budget of £1,000 for Legal Costs) Clerk
- e. **Toilet Refurbishment** Clerk
- i. To agree for contractor (Cambridge Drain and Plumbing Service) to be appointed to repair 2 x 1m areas of collapsed drain and 1 x area of blocked drain at quoted cost of £3k. This is to be funded from the General Fund as an unexpected cost.
 - ii. Review quotations (if received) and approve contractor (quotations to follow).

- f. **Bus timetables** Cllr Burdett
To receive a verbal update on the current situation of bus routes that affect Stanton parish.
- g. **MUGA and Tennis Courts** Cllr Wright
To receive and consider quotations (**attached**) for the cleaning of the MUGA and Tennis Courts and to agree a contractor if appropriate.
- h. **Cemetery** Cllr Frizzell
To approve purchase of 12 x granite markers to mark rows in Cemetery at a cost of £20 (excl VAT) each from Spencer Wix Stonemason.

10. Correspondence received:

- a. Bloor Homes – email from Anthony Calvert
- b. Equation Properties – email (previously circulated)

11. Questions to the Chairman.

To consider any questions to the Chairman and whether items should be added to future agendas.

12. Date of next meetings.

To confirm the next scheduled Parish Council meeting on **Thursday 12 September 2024 at 7pm**

Signed: *Fiona Osman*
Clerk to Stanton Parish Council

Date: 2 August 2024

Attachments:

Agenda item	Details
2.	Minutes – 11 July 2024
5.	Clerk’s Report – July 2024
7.	<ul style="list-style-type: none"> a. <ul style="list-style-type: none"> i. Community Engagement Policy ii. Complaints Policy iii. Model Publication Scheme and ICO Model Publication Scheme Introduction c. Finance Report – July 2024
9.	<ul style="list-style-type: none"> a. DRAFT – Allotment Tenancy Agreement b. <ul style="list-style-type: none"> i. Stanton Pocket Park – Play Area Inspection Report ii. Stanton Skate Park – Play Area Inspection Report iii. Stanton Village Hall – Play Area Inspection Report c. Village Issues List g. Quotations for cleaning of MUGA and Tennis Court
10.	<ul style="list-style-type: none"> a. Email from Anthony Calvert from Bloor Homes b. Email from Equation Properties (previously circulated)