



STANTON PARISH COUNCIL

Clerk to the Council: - Fiona Osman
Tel: - 07729 731128
Email stantonparishcouncil@gmail.com

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 12 September 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:** 8 Aug 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. **Audit** - External Audit of Annual Governance and Accountability Return (attached)
 - b. **Co-option of Councillor** – to consider an application for co-option of councillor for Keith Marlow.
 - c. **Budget Meeting** – to approve change of date for Budget Meeting from 28 November to **Thursday 21 November 2024.**
 - d. **Accounts:**
 - i. **to receive Finance Report as at 31 August 2024**
 - ii. **to approve payments as scheduled (Chairman to sign).**
8. **Planning applications:**

a. New Applications

i.	DC/24/0919/HH Peace Haven, Duke Street	<u>Householder planning application - a. replace existing flat roof conservatory with pitched roof conservatory b. one dormer to front elevation c. replace one window to rear elevation with bi-fold doors</u>
ii.	DC/24/1033/FUL 1 Shepherds Grove Park	<u>Planning application - one detached garage in connection with adjacent mobile home</u>
iii.	DC/24/1103/TCA 7 The Knowle	<u>Trees in a conservation area notification - one Lawson Cypress (T2852 on plan) reduce crown up to 1 metre on east aspect away from footpath to allow clearance for pedestrians</u>
iv.	DC/24/0972/ADV 1 Tripp Batt Close	<u>Application for advertisement consent - one non illuminated totem sign</u>
v.	DC/24/1073/FUL Shepherds Grove Industrial Estate East, Sumner Road	<u>Planning application - a. Demolition of existing buildings, b. temporary change of use to open storage (Class B8) for a period of five years including car parking, ancillary welfare facilities, perimeter fencing and associated works</u>

b. Determined Applications that were Rejected:

NONE

9. matters for discussion:

a. MUGA and Tennis Court (attached)

Clerk

- i. **Cleaning of MUGA and Tennis Court for 2024** – to approve either Sports Courts or Anglia Surface Care as the contractor to undertake the cleaning and moss treatment of the MUGA and tennis court.
- ii. **3 Year Annual Maintenance of MUGA and Tennis Court** – to award a 3-year contract to either Sports Courts or Anglia Surface Care to provide annual maintenance of both courts for the period January 2025 until December 2027.

b. i. Play Area Inspection Reports for August 2024 (attached)

Cllr Wright

- A. Pocket Park
- B. Skate Park
- C. Village Hall

ii. Annual Play Area Inspection Reports – 2024 (attached)

- A. Pocket Park
- B. Skate Park
- C. Village Hall

c. Village Issues List (attached)

Clerk

To review Issues List and agree actions to be taken (Highways and Recreation Ground)

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| d. Repair of Drains in Recreation Ground Car Park (attached) | Clerk |
| <ul style="list-style-type: none"> i. Quotation for Repair of Drains – to approve the quotation from Glen Dumont for the repair of the drains at a total cost of £8,835. ii. Contribution to cost of repair of drains <ul style="list-style-type: none"> A. To seek a contribution to the repair of the main drain at 50% of the cost from the Village Hall Management Committee (VHMC). B. If this is not approved by the VHMC, then to seek legal advice from Atkin Dellow in the terms of the lease agreement between the Parish Council and VHMC. | |
| e. Toilet Refurbishment | Clerk |
| To approve the appointment of Glen Dumont as the contractor to undertake the work of refurbishing the toilets as specified in his quotation for the sum of £5,701.00 | |
| f. Bus timetables | Cllr Burdett |
| To receive a verbal update on the current situation of bus routes that affect Stanton parish. | |
| g. Cemetery Memorial Application – Valerie Allan Gibson Hunter (attached) | Cllr Frizzell |
| To approve the application for a memorial for Valerie Allan Gibson Hunter. | |
| h. Firework Event update - verbal | Cllr Harvey-
Evers |
| i. Removal of hedge and installation of fence adjacent to the Recreation Ground Car Park – For noting – A resident has informed the Parish Council that he intends to remove the hedge between the side gate and behind the car park metal gate and replace this with a fence. | Clerk |
| j. Action Plan – Quarterly Review (attached) | Clerk |
| k. Grant Application – Upthorpe Management Ltd (attached) | Cllr Harvey-
Evers |
| To receive and consider grant application from Upthorpe Management Ltd. | |

10. Correspondence received:

- a. Sam Carlisle – Architectural Planning Code
- b. 2023/24 Annual Report of the Suffolk Police & Crime Panel – for noting
- c. SARS – Latest Report – for noting
- d. Ixworth & Ixworth Thorpe Neighbourhood Plan Submission – consultation
- e. West Suffolk Council – consultation on proposed enhancements to Bury St Edmunds Leisure Centre – for noting
- f. Rights of Way – Report re Potters Lane (added to Village Issues List) – for noting

- g. Resident – complaint about dog mess, Litter Pick and speed limit and response given. (Speed limit request added to Village Issues List)
- h. Stanton Stink – response from Environmental Health
- i. Citizens Advice – Invitation to AGM on 16 October

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 10 October 2024 at 7pm**

Signed: *Fiona Osman*
Clerk to Stanton Parish Council

Date: 6 September 2024

Attachments:

Agenda item	Details
2.	Minutes – 8 Aug 2024
5.	Clerk's Report – August 2024
7.	<ul style="list-style-type: none"> a. Response to External Auditor Queries b. Keith Marlow – Co-option Application - CONFIDENTIAL d. <ul style="list-style-type: none"> i. Finance Report – July 2024 ii. Schedule of Payments – July 2024
9.	<ul style="list-style-type: none"> a. Cleaning of MUGA and Tennis Court b. <ul style="list-style-type: none"> i. A. Pocket Park Inspection – August 24 B. Skate Park Inspection – August 24 C. Village Hall Park Inspection – August 24 ii. A. Pocket Park Annual Inspection 2024 B. Skate Park Annual Inspection 2024 C. Village Hall Park Annual Inspection 2024 c. Village Issues List d. Repair of Drains in Recreation Ground Car Park e. Toilet Refurbishment g. Cemetery Memorial Application – Valerie Allan Gibson Hunter j. 2024-25 Action Plan dated 4 Sep 24 k. Grant Application – Upthorpe Management Ltd.
10.	<ul style="list-style-type: none"> a. Sam Carlisle – Architectural Planning Code b. Suffolk Police and Crime Panel 2023/24 Annual Report c. SARS Report d. Ixworth Neighbourhood Plan Submission e. Consultation on Bury St Edmunds Leisure Centre f. Potters Lane – Email from Rights of Way g. Resident email and response h. Stanton Stink – response from Environmental Health i. Citizens Advice AGM