



# STANTON PARISH COUNCIL

Clerk to the Council - Fiona Osman, 20 Micklesmere Drive, Ixworth, Suffolk IP31 2UJ  
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Chair – Charlie Harvey-Evers

Vice Chair – Dee Burdett

## Minutes of the Meeting of Stanton Parish Council held on 12 September 2024 at Stanton Village Hall.

### 56. Roll Call & Apologies

The following councillors were present:

John Frizzell

Martin Scowcroft

Charlie Harvey-Evers (Chair)

Martin Wright

Apologies for absence were received from the following councillors:

	<b>Reason</b>	<b>Approved/ not approved</b>
Brian Brown	Medical appointment	Approved
Dee Burdett (Vice Chair)	Family	Approved
Lorraine Frost	Family	Approved
Barry McDonald	Work	Approved
Greg Meadwell	Work	Approved

### 57. Minutes

**The minutes of the meeting held on 8 August 2024 were confirmed as a correct record and were signed by the Chair.**

### 58. Public Forum

There were 4 members of the public present and none wished to address the parish council.

59. a. **Report from West Suffolk District Councillor Jim Thorndyke** – with the agreement of the Chairman, this item was deferred until DCllr Thorndyke arrived.
- b. **Report from Suffolk County Councillor Joanna Spicer** – CCllr Spicer apologised for her absence at the previous parish council meeting.
- Simmonds Buses – the bus company recently had new owners and had made reductions to bus services in and around Stanton which came into effect on 2 September. A Task Group had been set up and had met with the owners of the bus company and a temporary solution (until December) had been agreed with some funding being provided by Suffolk County Council. Buses would continue to stop at Shepherds Grove Park and Hilltop Way for the time being. Cllr Burdett and DCllr Thorndyke would attend Task Group meetings on behalf of Stanton residents.
  - Wash Lane Bridleway was still impassable. It is currently a U-Class road and the responsibility of Highways but if downgraded to a bridleway it would become the responsibility of Rights of Way.

- A143 junction with The Chase and Duke Street North – although this was being used as a crossing point, it could not be encouraged formally as, without a traffic island, was unsafe. No further action.
- Extension of 30mph speed limit from Shepherds Grove Industrial Estate into Grove Lane as far as the entrance to the Shepherds Grove Park was possible and this would be progressed by the Parish Clerk and SC Cllr Spicer.
- The A1088 road closure for the replacement of the bridge near Stowlangtoft would continue at least until the end of November.
- ‘Unsuitable for HGVs’ signs for Duke Street North – 2 signs would be required at the Barningham Road junction and one at the A143 junction. All councillors were in favour of progressing this – SC Cllr Spicer agreed to fund 51% of the cost with the Parish Council funding the remainder.
- ‘No left turn for HGVs’ sign at junction of Uphorpe Road and Old Bury Road. All councillors were in favour of progressing this – SC Cllr Spicer agreed to fund 51% of the cost with the Parish Council funding the remainder.
- ‘Stanton’ sign on Hepworth Road turning in from A143 – requires replacement legs (funded by Highways). Councillors were in favour of adding the wording ‘Please drive carefully’ to the sign – the Parish Council agreed to pay for this.

DCllr Thorndyke arrived during the consideration of this item.

**c. Report from West Suffolk District Councillor Jim Thorndyke**

- Changes to bin collections were still being discussed and would come into force in May 2026.
- The Local Plan was still in progress and the Inspector would start hearings on 5 November 24.

Cllr Frizzell asked DCllr Thorndyke for an update on the Rose and Crown sign – the deadline for work to be completed was late October/early November.

**60. Clerk’s Report**

The Clerk confirmed that the smart meter for the floodlights would now be installed on 9 October. There were no questions on the report.

**61. Declarations of Interest – Cllr Wright declared a non-pecuniary interest in agenda item 9k.**

**62. Statutory Business/Governance**

- a. Audit** – the Parish Clerk confirmed that she had responded to queries raised by the External Auditor for the Annual Governance and Accountability Return. The closure of accounts needed to be completed by 30 September 2024.
- b. Co-option of Councillor** – the Parish Clerk read out a statement from Keith Marlow who was unable to be present at the meeting. The co-option of Keith Marlow to the position of Councillor was proposed by Cllr Harvey-Evers and seconded by Cllr Frizzell and all were in favour.
- c. Budget Meeting** – it was agreed to change the date of the Budget Meeting to Thursday 21 November 2024.

**d. Accounts**

- i. Finance Report** – the report was received and accepted.

### Cleared transactions since last meeting

Cleared receipts	£480.25
Cleared payments	£5,922.94

### Bank Reconciliation

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

Balance per Bank Statements	£122,334.91
Unpresented payments	£0.20
Unpresented receipts	£0
Adjusted Bank Balance	£122,334.71

- ii. **Schedule of Payments** – councillors agreed for the payments as scheduled to be made except the payment to TBS Hire – the Clerk is to make further enquiries.

Salaries (all)	£1,603.58
Viking	£66.91
Clerk Reimbursement for Phone/Internet	£10.00
Water – Cemetery	£19.50
Water – Recreation Ground	£427.97
Electricity – Clock Tower (Referral Credit)	-£100.00
Electricity – Clock Tower (1 May-31 Aug)	£80.91
Anglian Water – Clock Tower	£5.00

The Chairman signed the Schedule of Payments as listed in ii. above.

## 63. Planning Applications

### a. New Applications

DC/24/0919/HH Peace Haven, Duke Street	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	<b>Supported</b>
DC/24/1033/FUL 1 Shepherds Grove Park	Planning application - one detached garage in connection with adjacent mobile home	<b>Supported</b>
DC/24/1103/TCA 7 The Knowle	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	<b>Supported</b>
DC/24/0972/ADV 1 Tripp Batt Close	Application for advertisement consent - one non illuminated totem sign	<b>No objection</b>
DC/24/1073/FUL Shepherds Grove Industrial Estate East, Sumner Road	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	<b>Objection –</b> ongoing concerns with traffic and junction with A143

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- b. **Determined Applications that were rejected – no determined applications were rejected**

**64. Matters for discussion**

**a. MUGA and Tennis Court**

- i. Councillors considered the two quotations for the immediate cleaning and moss treatment of the MUGA and tennis court. **It was proposed by Cllr Frizzell, seconded by Cllr Wright and all in favour that the contract should be awarded to Anglia Surface Care.**
- ii. Councillors considered whether a maintenance contract should be awarded for the two courts. It was suggested that the Parish Council should look longer term at replacement courts and not commit to a 2- or 3-year maintenance contract. However, it was agreed that the courts should be maintained on an annual basis until such time as replacements were in place. **It was proposed by Cllr Frizzell, seconded by Cllr Scowcroft and all in favour that the Clerk should diarise a maintenance clean in Spring each year with Anglia Surface Care.**

- b. **Play Area Inspection Reports** – Cllr Wright presented a summary of the repairs required for each of the three Play Areas. It was agreed that a list of parts required, costs should be obtained from the supplier (Sutcliffe Play) and that these should be purchased as soon as possible. The repair in the surface of the Village Hall Park should also be prioritised.

**Details should be presented at the next Parish Council meeting (if possible) for approval.**

- c. **Village Issues List** – list to be updated as follows:-

**1 - Highways**

- 1.1 – Clerk and SC Cllr Spicer to plan for 3 x ‘Unsuitable for HGVs’ signs’ to be purchased/provided and installed. Funding to be 49% Parish, 51% SCC.
- 1.2 – Clerk and SC Cllr Spicer to plan for new sign ‘No Left Turn for HGVs’ to be purchased/provided and installed. Funding to be 49% Parish, 51% SCC.
- 1.3 – As only one complaint had been received, no further action required.
- 1.4 – The black tape can be removed from the directional sign on the A143.
- 1.5 - (see 1.8 below) – Stanton sign at beginning of Hepworth Road to have ‘Please drive carefully’ added to it. And to review after work at Co-op (that is part of planning condition) is completed.
- 1.6 – Clerk and SC Cllr Spicer to discuss and follow up with Highways.
- 1.7 – Request to reduce speed limit along The Street from The Grundle to The Cock pub – any speeding was considered to be minor and therefore this would not be pursued.
- 1.8 – To add: Replacement of legs for ‘Stanton’ sign along Hepworth Road- in addition to replace sign to include ‘Please drive carefully’ under the village name.

**2 - Grounds**

- 2.1 – Clerk to request contractor quotes for Recreation Ground hedge cutting and tree pruning.
- 2.2 – Clerk to request contractor quotes for Cemetery hedge cutting.
- 2.3 – Chairman to confirm if fallen branch still in Village Green and advise what is required.
- 2.4 – No further action required.

2.5 – Potters Lane – no further action required.

2.6 – West Suffolk Council grass cutting contract – Clerk to determine when George Hill lay by grass cutting will take place.

- d. Repair of Drains in Recreation Ground Car Park and Toilet Refurbishment** - It was agreed to consider this item alongside e. Toilet Refurbishment, as the same contractor had provided quotes for both pieces of work.

**It was proposed by Cllr Frizzell, seconded by Cllr Scowcroft that Glen Dumont be appointed as the contractor to carry out both pieces of work i.e. the repair of drains in the car park and the toilet refurbishment.**

**It was proposed by Cllr Frizzell, seconded by Cllr Wright that the parish council should obtain legal interpretation of the lease agreement between the parish council and the Village Hall Management Committee at a cost of up to £550. This would provide clarification for both parties.**

- e. Toilet Refurbishment – see d. above**
- f. Bus Timetables –** this item had already been covered during the report from SC Cllr Spicer.
- g. Cemetery Memorial Application – the application for a memorial in the cemetery ashes plot for Valerie Allan Gibson Hunter was proposed by Cllr Frizzell, seconded by Cllr Wright and all were in favour.**
- h. Firework Event update –** Cllr Harvey-Evers reported that there was still a lack of volunteers to assist with the event. He would provide a more detailed update at the October meeting.
- i. Removal of hedge and installation of fence adjacent to the Recreation Ground car park –** Councillors noted that a resident who lived adjacent to the entrance to the car park would be removing a hedge and installing a fence. He would inform the parish council when this would take place.
- j. Action Plan – Quarterly Review**  
The plan was reviewed and updated – this would be published on the website in due course.
- k. Grant Application – Upthorpe Management Ltd –** the applicants were present at the meeting, enabling councillors to ask relevant questions. Two grants of £1k had already been confirmed and the work wouldn't commence until April or May 2025.

The Clerk suggested that any grant approved could be held by the Parish Council as an 'earmarked' grant until such time as work commenced on the project. This could then be carried over from one year to the next.

It was agreed that this application should be considered at the Budget Meeting on **21 Nov 24** so that any other requests for grants from other organisations could be considered alongside this and the future grant budget for 2025-26.

## **65. Correspondence received**

- a.** Sam Carlisle – Architectural Planning Code – noted
- b.** 2023/24 Annual Report of the Suffolk Police & Crime Panel – noted.
- c.** SARS – Latest Report – noted.
- d.** Ixworth & Ixworth Thorpe Neighbourhood Plan Submission – noted.
- e.** West Suffolk Council consultation on Leisure Centre – noted.

f. Rights of Way – Potters Lane – noted.

**66. Questions to the Chairman**

The Clerk apologised for not circulating the list of proposed names for the new Village Green – as this was not a financial or substantive decision, the list would be circulated by email for councillors to submit their preferences.

The Chairman confirmed that although email was a useful way of councillors having discussions and asking questions before a meeting, any decision that was financial or substantive would be considered at a parish council meeting so that a formal decision could be made.

**67. The next Parish Council meeting is on 10 October 2024 at 7pm**

**68. Meeting concluded at 9.03 pm**

**Signed by:**

**Chairman:** \_\_\_\_\_

**Date:** \_\_\_\_\_

DRAFT