



# 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 8 August 2024 at Stanton Village Hall.

### 43. Roll Call & Apologies

The following councillors were present:

Dee Burdett (Vice Chair)	Greg Meadwell
John Frizzell	Martin Wright
Barry McDonald	

Apologies for absence were received from the following councillors:

	Reason	Approved/ not approved
Brian Brown	Ill health	Approved
Charlie Harvey-Evers	Holiday	Approved
Lorraine Frost	Family	Approved
Martin Scowcroft	Family	Approved

Cllr Greg Meadwell was welcomed by the Vice Chairman to his first parish council meeting since his co-option at the last meeting.

### 44. Minutes

**It was proposed by Cllr Frizzell, seconded by Cllr Wright and all in favour that the minutes of the meeting held on 11 July 2024 are confirmed as a correct record and are signed by the Chair.**

### 45. Public Forum

Rosemary Croft, a Director with Upthorpe Management Ltd had previously addressed the Parish Council in July 2023 to ask if they would consider a grant in order to make repairs to the Play Areas in Mill View. She had now returned with details of quotations she had received for the repair/replacement that is required which range from £12k to £18k.

The Parish Council has a formal procedure for applying for a grant and advised Rosemary Croft that an application form would need to be completed and submitted to the Parish Council so that this could be considered as an agenda item.

Keith Marlow stated that he was attending the meeting as an observer, having submitted an application for co-option which would be considered at the September meeting.

### 46. a. Report from West Suffolk District Councillor Jim Thorndyke:

- Peer Challenge – now complete and expecting the full report in October.

- Bin Collection Changes – the proposal is to move next year to a 3-week cycle for Black and 2 x different recycling bins, fortnightly collection of Brown bins and weekly collection for Food Waste.
- The new government had approved the Sunnica Solar Farm application despite local objections.
- The National Planning Policy Framework (NPPF) is out for consultation (government website) until 24 September and is expected to be in place by Christmas.
- The Local Plan is still with the inspectors.

#### 47. Clerk's Report

The Clerk's Report had been circulated with the agenda and the Clerk highlighted the following item:

- An email had now been sent to Mr Speakman, Environmental Health Officer at West Suffolk Council in reference to the record of complaints compiled by Stanton Parish Council since 2019 regarding the noxious fumes.

#### 48. Declarations of Interest - NONE

#### 49. Statutory Business/Governance

##### a. Policies and Procedures

- It was proposed by Cllr Frizzell, seconded by Cllr Meadwell and all in favour to adopt the revised **Community Engagement Strategy**.
- It was proposed by Cllr Frizzell, seconded by Cllr Wright and all in favour to adopt the **Complaints Policy**.
- It was proposed by Cllr Frizzell, seconded by Cllr Wright and all in favour to adopt the revised **Model Publication Scheme**.

The question about web accessibility was mentioned; Scribe will be including information at their one-day online conference in September which it is hoped the Clerk can attend.

- The Parish Council agreed that the 2 vacant positions for councillor should be advertised and applications invited to be submitted to the Parish Clerk for consideration at the next Parish Council meeting on 12 September 2024.

##### c. i. Finance Report

###### Cleared transactions since last meeting

Cleared receipts	£1,993.16
Cleared payments	£4,628.12

###### Bank Reconciliation

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

Balance per Bank Statements	£127,199.05
Unpresented payments	2,127.45
Unpresented receipts	£0
Adjusted Bank Balance	£125,659.95

**Authorisation of Payments** – The following payments were authorised:-

**Transfer of £10,000 from the Business Account to the Treasurer's Account.**

Salaries (all)	£1,603.58
Stamps	£6.80
Clerk Reimbursement for Phone/Internet (2 months)	£20.00
Clerk Reimbursement for Cardstock	£2.45
Viking – Cleaning Materials	£57.80
Toplink – Barbed Wire for Allotments	£48.17

The Finance Report was proposed by Cllr Frizzell, seconded by Cllr Wright and all in favour. The Chairman signed the Schedule of Payments as listed in c. above.

**50. Planning Applications**

**a. New Applications**

DC/24/0927/HH 19 The Knowle	Householder planning application - single storey rear extension	<b>Support</b> Proposed Cllr Frizzell, seconded Cllr Wright and all in favour.
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	<b>Support</b> Proposed Cllr Frizzell, seconded Cllr Meadwell and all in favour.
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>Support</b> Proposed Cllr Wright, seconded Cllr Meadwell and all in favour.

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

**51. Matters for discussion**

**a. Allotment Tenancy Agreement**

The revised Allotment Tenancy Agreement was proposed by Cllr Wright, seconded by Cllr Frizzell and all in favour for adopting the new agreement with immediate effect. All tenants will receive a hard copy of the new agreement.

**b. Monthly Play Area Inspection Reports**

Cllr Wright had recently attended a Play Area Inspection Training course. He highlighted the following:

- The rubber matting in the Pocket Park needs repairing.
- Graffiti in the Pocket Park has been removed.
- The skate park has gaps between the concrete which will need filling.
- The teen shelter has graffiti and may need repainting.
- The monkey bars are missing a rubber cover.

The reports were noted.

### **c. Village Issues List**

The Parish Clerk reviewed the list of issues and the following actions were agreed:

- Follow up with Highways and SC Cllr Spicer about 'Unsuitable for HGV signs' for Duke Street North
- Follow up with Highways and SC Cllr Spicer about 'No left turn for HGVs' at junction of Upthorpe Road with Old Bury Road
- Ask Highways if a temporary 'No Entry' sign can be positioned by War Memorial to prevent vehicles going the wrong way in front of the shop.
- Ask Highways if black tape on directional sign on A143/Hepworth Road junction can be removed?
- Ask Highways and SC Cllr Spicer to consider what signage can be used to warn vehicles coming along Old Bury Road of zebra crossing by Co-op.
- Clerk to obtain quotations for hedge trimming around the Recreation Ground – particularly on the east side along the edge of the car park, behind the toilet block and Village Hall and up past the path through to Fordhams Close.
- Clerk to obtain quotation for trimming of hedge at Cemetery that runs along the A143.
- Clerk to obtain quotation for removal of fallen branch at Village Green.

### **d. Legal Advice**

The Clerk sought approval to obtain legal advice regarding the terms of the lease between the Village Hall Management Committee and the Parish Council specifically the responsibility for maintenance and repair of drainage.

Cllr Meadwell offered to review the lease as he had some legal knowledge. But, if required, it was proposed by Cllr Frizzell, seconded by Cllr Wright and all in favour to seek legal advice from Atkin Dellow at a cost of up to £550.

### **e. Toilet Refurbishment**

- i. It was proposed by Cllr Frizzell, seconded by Cllr Meadwell and all in favour for a budget of £3,000 for repairing the drains between the Village Hall, outside toilets and the main sewer. The Clerk is to seek a second quotation and confirm availability for the repair before appointing one of the 2 contractors to undertake the work.
- ii. It was proposed by Cllr Frizzell, seconded by Cllr Wright and all in favour to increase the budget for the work to refurbish the toilets from £3,000 to £6,000.

The Clerk is to ascertain if the 2<sup>nd</sup> contractor is able to provide a quote, and, if so, both quotations would be considered at the Parish Council meeting on 12 Septe then to appoint a contractor. If not, then the existing quotation would be accepted.

The Clerk would then begin the process of recruiting a Toilet Caretaker once the contractor has been appointed.

### **f. Bus Timetable**

A verbal update was provided by Cllr Burdett. Simmonds are now operating under the Central Connect brand and have just announced changes to the bus timetable with effect from 2 September. This would see some services reduced and some villages without a service. A meeting was held in Bardwell (one of the villages due to

have their service cut) which was attended by Simmonds and local residents and councillors.

Simmonds listened to the concerns raised and it was hoped that they would work with Suffolk County Council to find a solution.

**g. MUGA and Tennis Courts**

The Clerk is to clarification from Anglia Surface Care if their quote for cleaning included moss treatment. If so, it was proposed by Cllr Wright, seconded by Cllr McDonald and all in favour to appoint Anglia Surface Care as the contractor to undertake the cleaning of the MUGA and Tennis Courts.

**h. Cemetery**

It was proposed by Cllr Frizzell, seconded by Cllr McDonald and all in favour to purchase 12 granite markers from Spencer Wix Stonemason to be used to denote the rows within the cemetery and to mark reserved plots with a budget up to £400.

**52. Correspondence received and noted.**

- a. Bloor Homes
- b. Equation Properties

**53. Questions to the Chairman**

None

**54. The next Parish Council meeting is on 12 September 2024 at 7pm**

**55. Meeting concluded at 8.50 pm**

**Signed by:**

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

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