
ELMSWELL PARISH COUNCIL
Minutes of an Ordinary Meeting of full Council held on
Monday 19th October 2015 at 7.30pm
at The Blackbourne.

- Present:** Cllrs Burch, Edmonds, Mrs Gunby, Harrison, D Hawes, Pallett (Chairman), Pratt, Reed, Mrs Taber, Wiley.
- Attending:** District Cllr Mrs Sarah Mansel
Parish Clerk Mr Dow
15 members of the public
- 15.10.01 **Noted:**
1.1 An apology for absence was accepted from Cllr B Hawes who had a work commitment.
- 15.10.02 **Proposal: Cllr Pallett;**
That the Minutes of the Parish Council meeting held on 21st September 2015, as tabled, be agreed as a true record.
Seconded Cllr Pratt
- Amendment Proposed Cllr Reed:
At 31 to replace the words, ‘ask the BMA to revisit’ with the words, ‘look into’.
Seconded Cllr Wiley
Amendment carried
Substantive Proposal carried
- 15.10.03 **Noted:**
The following when any Members’ Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interests in subsequent agenda items and to note any additions, deletions or alterations to the Council’s Register of Interests:
- 3.1 Cllr Reed declared a Local Non-Pecuniary Interest in agenda item 10, a complaint against Council, as the Complainant was known to her;
 - 3.2 Cllr Reed declared a Local Non-Pecuniary Interest in agenda item 17 regarding the Wesley chapel site as she was the bookings officer for the Wesley hall;
 - 3.3 Cllr Mrs Gunby declared a Local Non-Pecuniary Interest in agenda item 17 regarding the Wesley chapel site as she was Chairman of the Wesley hall User Group;
 - 3.4 Cllrs Edmonds, Pallett, Pratt & Taber each declared a Local Non-Pecuniary Interest in agenda item 16, regarding funding for a Housing Needs survey on behalf of the neighbourhood plan Steering group as they were all members of that Group;
 - 3.5 Cllrs D. Hawes, Pallett, Pratt, Taber & Wiley each declared a Local Non-Pecuniary Interest in agenda item 17 regarding the Wesley chapel site as they were delegated by Council to liaise with the Wesley Hall User Group.
- 15.10.04 **Noted:**
The following when reports were received from external bodies and public comment or questions on those reports and any other agenda items were invited:
- 4.1 A written report from County Council Ward Member Cllr Mrs Jane Storey
 - 4.2 A written report from District Council Ward member Cllr Mrs Sarah Mansel
 - 4.3 A written report from the Police
 - 4.4 A written report from the BMA
 - 4.5 Cllr Mrs Mansel spoke to advertise the fact that a support group is soon to be formed to enable use of the Beyton School site swimming pool to remain in use.
 - 4.6 Cllr Mrs Mansel spoke to urge Councillors to grant funding for the proposed Housing Needs Survey.

- 15.10.05 **Noted:**
The following when public comment or questions was invited on any item on this Agenda:
5.1 In response to a question from the floor, Cllr Edmonds explained that the floor in the Chamberlayne Hall was laid 6 years ago and that the proposed works are required because of the recent change in ambient atmosphere resulting from the improved heating regime.
- 15.10.06 **Noted:**
The following when comment or questions was invited from Members on the reports tabled at Agenda item 4:
6.1 In discussion regarding the reduced anticipated outturn in terms of Blackbourne it was noted that initiatives, including a Facebook presence, are in hand. It was confirmed that the saving to the village in terms of business rates by virtue of the arms length nature of management offered by the BMA is in excess of £13k pa. It was suggested that better analysis of the accounts was needed.
- 15.10.07 **Noted:**
The following correspondence:
7.1 Clerk to Councillors re Council's handling of FOI process;
7.2 From Chief Constable re Police attendance at parish council meetings; *(circulated)*
7.3 From MSDC Leader re Gypsy & Traveller Call for Sites; *(circulated)*
7.4 With Cllr Reed re Proposal for Council agenda;
7.5 From Information Commissioner's Office re complaint re internal review procedure; *(circulated)*
7.6 Copy letter from lady Euston re celebrations for HM The Queen's 90th birthday;
7.7 With Cllr Mrs Gunby re Agenda item;
7.8 With Cllr Reed re RoW issues, copies of quotations for Blackbourne external painting & bank mandate signature.
- 15.10.08 **Noted:**
The following further correspondence received too late for the Agenda:
8.1 From Post Office Ltd confirming that, following the very effective community-wide response, Elmswell Post Office would not be re-located as recently proposed;
8.2 With Cllr Reed continuing correspondence at 7.4.
- 15.10.09 **Noted:**
The meeting received the Clerk's report as per Appendix A.
9.1 There was discussion, following which no action was determined, regarding the recent meeting between the Clerk, Cllr B Hawes and cllr D Hawes regarding the scheduling of correspondence.
- 15.10.10 **Noted:**
10.1 The report, as circulated to all councillors, from Cllrs. Pallett, Pratt and Mrs Taber on a complaint made against the Council with regard to a request under the Freedom of Information Act 2000.

Following discussion on this item, Cllr Reed confirmed that her interest was, as previously stated, of a Local Non-Pecuniary nature.

10.2 That when any other Complaints Committee business for information, to be noted or for inclusion on a future agenda was invited none was forthcoming and that the date of the next Complaints Committee meeting was not known.
- 15.10.11 **Noted:**
That there were no Planning results notified by Mid Suffolk District Council to this meeting.

- 15.10.12 To discuss Planning applications as notified by Mid Suffolk District Council:
- 12.1 **3481/15**
Removal of willow tree
Corner Cottage, New Road
 Councillors objected to this application for the following reasons:
 Deliberations regarding the need for a TPO on this tree were completed in 2007 as part of an earlier Planning application. The reasoning behind the Order was debated between the Applicant and the MSDC Tree Officer at that time and there are no grounds to suggest that the decision needs to be re-visited. The choice of tree, as a replacement for a mature tree of the same species, was deliberate and advised. To resile on that decision after some 8 years would run counter to Local plan Policy CL6 which formed the grounds for the original Order in that the tree contributed to the visual amenity of the street scene at the time and this remains the case.
 The suggestion that the tree poses a problem for pedestrians is ill founded. Any growth over the adjacent pavement which is low enough to cause nuisance is easily cut back on a seasonal basis.
 The suggestion that the tree poses a threat to the boundary wall or to the underground drainage system are premature by many years during which the visual amenity accorded by the tree remains a significant factor for retention.
 The suggestion that the tree might be replaced by a species of laburnum runs counter to the spirit of the original Order. The willow forms a deliberate part of a visually attractive grouping at a significant location in the village from which general area several large trees have disappeared over a period of years. The proposed substitution would not be adequate.
- 15.10.13 **Resolved:**
That Elmswell Parish Council makes known to the Professional Lead Officer, Planning Services, at Mid Suffolk District Council its comments on the above Planning application.
- 15.10.14 **Noted:**
 The following when any other Planning Committee business for information, to be noted or for inclusion on a future agenda was invited:
 14.1 A Planning Committee meeting will be called for 02.11.15 with an agenda which will include an application ref 3538/15 for the conversion of an agricultural barn to 2 dwellings at Dagwood Farm, Ashfield road.
- 15.10 15 Following discussion on the membership of a team to carry out the annual Internal Audit by Councillors of Council's governance and finances on a date to be agreed in January, the Meeting agreed that Cllr Mrs Gunby should join the Chairman and Vice chairman to take on the task and report back to Council.
- 15.10.16 **Resolved:**
That the Council, on behalf of the Neighbourhood Plan Steering Group, should commission Community Action Suffolk to undertake a Housing Needs Survey, as informed by the Steering Group, for a sum not to exceed £5,000.
- 15.10.17 **Noted:**
 Cllr Pallett reported on a recent productive meeting of Councillors and Wesley User Group representatives regarding the proposed sale of the Wesley chapel site at School Road. It was generally acknowledged that there cannot be much progress until the owners decide whether or not to appeal the recent Planning decision against their proposal for development on the site and that the User Group have undertaken to have this clarified before any further meeting is held.

- 15.10.18 **Resolved:**
That the Council contracts with Messrs. Commercial Floor Sanding Ltd of Soham to sand and seal the wood strip floor in the Chamberlayne hall and vestibule at Blackbourne for a sum not to exceed £2,610 + VAT as per their quotation date 24.07.15.
- 15.10.19 **Noted:**
That, following discussion regarding the possible establishment of a protocol regarding the process for placing Proposals on Council agendas, the Chairman invited a proposal to the next meeting and the Clerk was asked to circulate any advice available from SALC in the meantime.
- 15.10.20 **Proposal: Cllr Reed:**
That Cllr Lesley Reed's letter of resignation as Chairman of the Elmswell Parish Council, be published in full in the Parish Council pages of the next edition of the Elmswell Newsletter.
Seconded: Cllr Harrison;
- Proposal fell**
- 15.10.21 **Noted:**
Authorised payments made and income received as per Appendices B and C, and financial overview as per Appendix F.
- 15.10.22 **Resolved:**
That proposed payments, scheduled as Appendix D, be authorised.
- 15.10.23 **Noted:**
The Balance as per Appendix E and the Chairman's confirmation that the relevant bank statements and computer report verify the published figure of £126,166.25.
- 15.10.24 **Noted:**
The following when public comment was invited on matters relevant to Council business:
24.1 The Chairman explained that the necessary Memorandum of Understanding was duly completed on behalf of Council and with SCC for further action towards the provision of a VAS unit and mounting posts at Ashfield Road and Church Hill.
24.2 The Clerk agreed to contact the necessary utilities provider regarding branches interfering with power lines on Ashfield Road.
24.3 The Clerk agreed to publish in the Newsletter the result of the Post office review of their re-location proposals.
- 15.10.25 **Noted:**
The following when any other Council business for information, to be noted, or for inclusion on a future agenda was invited:
25.1 Cllr Reed confirmed that she would act in light of further advice expected from the Manager of Personal Banking at the Co-op Bank in Stowmarket regarding the Bank's requirements for personal details in the matter of her being considered as an authorised signatory to the Council's account.
25.2 The Clerk agreed to try to publish to Councillors draft Minutes of Council meetings within 10 working days of each meeting.
- 15.10.26 **Noted:**
That the next meeting of Council was scheduled for Monday 16th November beginning at 7.30 p.m. at the Blackbourne.
- 15.10.27 **Noted:**
That the Meeting closed at 9.15pm.