

# GREAT FINBOROUGH PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 12<sup>th</sup> April 2021 held remotely via Zoom platform

Present: Cllr Simon Tarabella (chair) Cllr Norman Vendittelli Cllr Peter Turner  
Cllr James Spencer (late) Cllr Simon Waspe Cllr Sebastian Reeves

Paula Gladwell – Clerk County Cllr Penny Otton (part)  
7 members of public District Cllr John Matthissen (part)

- 2020/2288 **Apologies for Absence** - Cllr Sharon Shipp
- 2020/2289 **Declarations of Interest in accordance with the council's Code of Conduct and requests for dispensations relating to Discloseable Pecuniary Interests** – None
- 2020/2290 **Minutes of Parish Council Meeting** - It was proposed by Cllr Turner, Sec Cllr Reeves that the minutes of the previous Parish Council Meeting were approved, with all in favour. The Parish Council Meeting minutes of 8<sup>th</sup> March 2021 will be signed as a true record.
- 2020/2291 **Public Participation** – No questions. The chair confirmed public comments for DC/21/02077 could be taken at item 8. (minute no. 2020/2296)
- 2020/2292 **County Cllr Penny Otton** - Deferred
- 2020/2293 **District Cllr John Matthissen** – Deferred
- Cllr Spencer entered the meeting.
- 2020/2294 **Clerks Report** – It was noted that the legislation introduced by Government to enable us to carry out Virtual meetings during the pandemic comes to an end on May 7<sup>th</sup> the Govn has indicated that they will not be extending this date.  
The roadmap from Government indicates that gatherings indoors will resume after May 17<sup>th</sup> at best and this leaves us a gap of several days where we have no legal way to hold a council meeting, unfortunately the scheduled May meeting date falls during this time. SALC have advised that councils should try and hold their Annual meetings before 7<sup>th</sup> May.  
Flooding at bridge/junction Combs Lane - Buxhall and Rattlesden Clerks have confirmed that they would like to be kept in the loop of any meeting arranged with EA and LLFA. Cllr Matthissen has offered to facilitate this meeting and we await a date.  
Mary Preece has agreed to continue as the PC nominated representative on the Pettward Hall management committee for a further 4 years. It was noted that the Charity had applied to register the building and land with Land Registry and that the Parish Council as custodian trustees will hold the legal title although the Charity actually owns the hall.
- 2020/2295 **County Cllr Penny Otton** – Cllr Otton gave her report which had been circulated and is attached to these minutes. Cllr Tarabella will report the broken warning triangle sign adjacent to City Lane, Cllr Otton expressed concern that SCC may not be replacing fallen signs and will get clarification from Highways. (*post meeting – all warning and instruction signs will still be replaced, only some directional/place name signage may not*)
- 2020/2296 **Planning** – Extensive comments were noted from members of the public, both applicant and neighbours, to application DC/21/02077 Outline Planning Application (access to be considered, all other matters reserved) Erection of 4 no. Dwellings and garages (resubmission of DC/20/05843) Land at rear of East House, High Road. It was confirmed by the applicant that the only change to this resubmission was an acoustic report which addressed the reason for the refusal of the previous application and all other details remained the same. Residents expressed concerns that they would be affected by the noise generated by additional vehicle movements on the access drive, concerns around emergency vehicle access and the impact this development might have on their residential amenity. It was also acknowledged that residents were concerned that inadequate notice had been given that the Parish Council was to discuss this application. No yellow notice had been put up by MSDC and no neighbour letters received therefore residents felt that the Parish Council should defer their considerations until residents had time to properly look at the plans. It was confirmed that the Parish Council only have 21 days to submit their comments and due to these time restraints the detail of applications can occasionally miss the agenda. It was noted that case officers will give a short extension for comments but in this case it was thought an extension to the next scheduled meeting may not be granted which was why it had been added to this agenda. Cllr Matthissen confirmed that he would ask the case officer to extend the consultation period. In light of this it was Resolved to defer consideration of DC/21/02077 until the next scheduled meeting in May in order for residents to have time to prepare their submissions for councillors. Proposed Cllr Tarabella with all in favour. As a point of

- order, Cllr Spencer confirmed that the Parish Council is only a statutory consultee on planning applications and decisions are made by MSDC.
- 2020/2297 It was Resolved to submit the following comments to MSDC for application DC/21/01424 Demolition of existing garage. Erection of 1 no. 1.5 storey garage with first floor boarded area for storage within the attic trusses. Drake Cottage, High Road – *"Great Finborough Parish Council have NO OBJECTION to this application based on the information available"* Proposed by Cllr Tarabella with all in favour.
- 2020/2298 The following MSDC decisions were noted; DC/21/00781 Erection of single storey rear extension (following removal of conservatory) 6 Middlefield Drive – GRANTED and DC/19/05149 Application for Planning Permission without compliance of condition 5 (External facing materials) Land to the south of Union Road, Onehouse – WITHDRAWN
- 2020/2299 **District Cllr John Matthissen** – Cllr Matthissen gave his report which had been circulated and is attached to these minutes. Cllr Matthissen confirmed that he will arrange the meeting with Jason Skilton, SCC LLFA and the EA as soon as possible regarding the flooding issues.
- 2020/2300 **Finance** – The Finance report for 31<sup>st</sup> March 2021 was approved.
- 2020/2301 The following payments were approved. Prop Cllr Turner, sec Cllr Reeves with all in favour, Staff salaries for March.
- 2020/2302 HMRC Q4 payment
- 2020/2303 SCC Street Lighting £635.84
- 2020/2304 Gipping Press £161.28
- 2020/2305 Chapple Signs £75.60
- 2020/2306 Wave Water £14.51
- 2020/2307 Material Change & mileage PT £319.35
- 2020/2308 It was Resolved to appoint Heelis & Lodge to carry out the Internal Audit for 2020/21. The Terms of Engagement and Audit Plan were approved. Proposed by Cllr Tarabella, sec Cllr Turner with all in favour. Cllr Spencer suggested that it would be good practice to rotate auditors in future years.
- 2020/2309 It was resolved to award donations to SARS £150, EAAA £150 and Stowmarket Food Bank £200 under S137 donations. Proposed by Cllr Tarabella, sec Cllr Vendittelli with all in favour.
- 2020/2310 **Solar Speed Sign** – It was noted that the solar speed sign on High Road had not been working for some time. In order to get it down from the post and attempt a repair a special tool is needed to remove the fixings. It was Resolved to purchase the tool at a cost of £50.00 Proposed by Cllr Tarabella, sec Cllr Vendittelli with all in favour.
- 2020/2311 **Annual Parish Meeting** – Taking into consideration the Government restrictions it was agreed that a virtual meeting before 7<sup>th</sup> May would guarantee the Annual Village Meeting takes place before the deadline of 31<sup>st</sup> May. The date was fixed for Thursday 6<sup>th</sup> May at 7.30pm with invitees the same as previous years with the addition of PC Stefan Henrikson.
- 2020/2312 **Middlefield Drive Play Area** – The Risk Assessment was reviewed. Numbers inside the play area are generally below the maximum allowed. It was agreed that the play area would continue to be monitored and whilst numbers actually using the enclosed play area remained below the maximum allowed it would remain open.
- 2020/2313 Refurbishment Project – A Public consultation event was carried out on the back of the Easter Egg hunt with posters and pictures displayed and people asked to use stickers to indicate their preferences for various items of play equipment. The high number of responses will prove valuable in confirming a design. It was agreed that the preliminary form for community CIL should be completed in order to get an officer allocated. It was agreed that the consultation survey and questionnaire be put on the website and in the May newsletter.
- 2020/2314 **Footpaths** – The Footpath Warden had nothing new to report. It was agreed that as the FP22 sign had not been moved back to its correct location that this would now be reported to RofW.
- 2020/2315 **Correspondence** – There were no comments to tabled correspondence.
- 2020/2316 **Local Housing Needs Survey** – It was Resolved to commission Community Action Suffolk to carry out a LHNS. Estimated costs are £2963 based on 380 properties and a 40% return rate. It is hoped that this cost can be covered by a grant from MSDC. Proposed Cllr Tarabella with all in favour. It was agreed that an article be added to the June newsletter warning people to look out for the survey.
- 2020/2317 **Streetlight Replacement Programme** – It was confirmed that the two street lights in Ash Close did not belong to the PC nor to SCC, therefore it is likely that they are Flagship Homes owned and maintained. *(post meeting Flagship have confirmed ownership)* It was agreed that further consultation should wait until after the play area refurbishment advertising and the LHN Survey had been completed to prevent consultation fatigue. It was also suggested that dark nights would be more relevant and may facilitate more replies so it was agreed to add further

discussion to the September meeting with a view to including the questionnaire in the October newsletter.

2020/2318

**White Entrance Gates** – It was agreed that due to the time lapse on this project the report from earlier in the year should be circulated again and a further site survey be confirmed.

2020/2319

**Matters to be brought to the attention of the council** – It was agreed to apply to join the SCC Automatic number plate recognition scheme.

Due to Government restrictions it is not possible to hold a meeting between 7<sup>th</sup> and 17<sup>th</sup> May therefore the Annual Parish Council Meeting would take place virtually on Tuesday 4<sup>th</sup> May 2021 at 7.30 pm