

# GREAT FINBOROUGH PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting held on 22<sup>nd</sup> 2023 in Pettward Hall

Present: Cllr Simon Waspe      Cllr James Spencer      Cllr Lee Morgan  
Cllr I Campbell      Cllr J Barron  
Paula Gladwell – Clerk  
9 members of public

- 2023/2949 **Nominations and election of Chairman** - Cllr Spencer was nominated, proposed by Cllr Campbell, Sec Cllr Morgan. Cllr Spencer was duly elected with all in favour.
- 2023/2950 **Acceptance of Office of New Chairman** - Cllr Spencer signed the Declaration of Acceptance of Office as Chair. All Councillors signed a Declaration of Office.
- 2023/2951 **Nominations and election of Vice Chairman** – Cllr Waspe was nominated and elected as Vice Chairman. Prop by Cllr Morgan, Sec Cllr Spencer, with all in favour.
- 2023/2952 **Apologies for Absence** –Cllr Penny Otton, Cllr John Matthissen
- 2023/2953 **Declarations of Interest in accordance with the council's Code of Conduct and requests for dispensations relating to Discloseable Pecuniary Interests** – Cllr Barron declared a non registerable interest in item 10a as a neighbour and did not participate in the discussion or vote. (min no.2023/2958)
- 2023/2954 **Minutes of Parish Council Meeting** - It was proposed by Cllr Spencer that the minutes of the previous Parish Council Meeting were approved, with all in favour. The Parish Council Meeting minutes of 17<sup>th</sup> April 2023 were signed as a true record.
- 2023/2955 **County Councillor Otton's Report** – Cllr Otton's report had been circulated and a copy is attached to these minutes. Cllr Otton was asked to continue to pursue the repairs to the pipe on Combs Lane. Stowmarket Town Council to be asked if they too are pushing for this to be rectified.
- 2023/2956 **District Councillor Matthissen's Report** – Cllr Matthissen's report had been circulated and a copy is attached to these minutes.
- 2023/2957 **Public Participation** – Various concerns were expressed regarding the planning application at Green Farm, City Lane with points clarified and neighbours objections noted.
- 2023/2958 **Planning** – Following discussion around the wording of a comment for application DC/23/01379 it was agreed that in the absence of an environmental report and a traffic survey the case officer would be asked if a further extension for comments could be granted until these reports were available and a site visit could be undertaken. It was RESOLVED to submit the following comment to DC/23/01379 Erection of replacement buildings 7 and 9 with B2 and E(g) use (following demolition of buildings 6,7,8 and 9) Change of use from agricultural to B2 and E(g) use for buildings 11, 12 and land to rear of building 12. (retention of) Green Farm, City Lane – *"The council recognises the very strong feelings that the proposed development has generated within the local community. The council is concerned that the planning proposal is being made in the context of ongoing planning enforcement activity, and that the details of those investigations are not fully apparent and could be directly relevant to elements of the current application. Given the complexity of the application, which includes retrospective planning permission and change of use from agricultural to industrial use, Great Finborough Parish Council OBJECT to this application and request a holding period to facilitate a site visit, in order to better understand whether the application would be deemed acceptable. It is the council's understanding that the application is already subject to a holding objection from the County Council Transport Planning Engineer and that additional acoustic assessment has also been requested by the District Senior Environmental Protection Officer. The outcome of these additional reports are essential for the parish council to consider the merit of the planning application."* Proposed by Cllr Spencer, sec Cllr Waspe with all in favour. (NOTE; Post meeting the case officer agreed to the extension)
- 2023/2959 The following MSDC decisions were noted DC/23/01118 Use of land for the stationing of 1 holiday lodge and installation of decking and retaining wall (alternative scheme to that approved under DC/22/04246 Land at Valley Lane – REFUSED and DC/23/01386 Erection of single storey extension and three bay cartlodge (amended scheme to that approved under DC/22/01424. The Cottage, High Road - GRANTED
- Cllr Spencer declared an interest in Item 11 as an allotment holder and did not participate in the discussion or vote. (min no.2023/2960)
- Cllr Waspe took the chair for item 11 (Min no. 2023/2960)
- 2023/2960 **Allotment Tenancy** – Thanks were extended to members of the Allotment Association for attending the meeting. Following discussion various amendments were made to the draft tenancy agreement. It was RESOLVED to approve the amended Tenancy Agreement which will be dated from 1<sup>st</sup> October 2023 for a 5 year term with the annual rental to remain at £100. Proposed Cllr Waspe, sec Cllr Morgan with all in favour.

- 2023/2961 **Meeting Schedule** – The meeting schedule for 2023/24 was approved. It was noted that the regular meeting date of second Monday of the month often clashed with our District and County Councillors other commitments on these days. Consideration of this will be added to the next agenda and Cllrs Otton and Matthissen to be asked about their availability.
- 2023/2962 **Clerks Report** – Congratulations were extended to Cllr Matthissen in securing another term as our District Councillor.  
The clerk welcomed the new council including four previous members and our one new Councillor. It was noted that the council can now co opt to fill the two vacancies and advertising for this will be carried out via the website, newsletter and notice board.  
It was noted that Salc had scheduled some new councillor training sessions and all councillors were encouraged to take advantage of these and any other resources available.  
Cllr Waspe had spoken to the owner of Buxhall Meadow who confirmed he had tried to cut the hedge but has been unable to because of parked cars. This will now have to be attempted in September in liaison with the school.  
It was confirmed that the Internal Audit has been completed and a report will be prepared for consideration at the next meeting. Initial recommendations were that that the reason for absences should be recorded in the minutes and that the website needs to be regularly monitored for compliance with accessibility regulations. The clerk confirmed that an Accessibility Statement had been prepared and some monitoring of the website had taken place however full compliance would need further training. It was agreed that website training be sought for consideration at the next meeting.  
It was noted that outgoing councillors had been storing various items of parish owned equipment such as the speed gun, signage and fencing etc. These would now need to be housed elsewhere and discussion around this would be added to the next agenda. In the meantime the clerk will collect them.  
It was suggested that the bank mandate be amended once the two vacancies are filled.
- 2023/2963 **Finance** – The Finance report for May 2023 was approved.
- 2023/2964 The following payments were approved. Prop Cllr Spencer, with all in favour, Staff salaries for April.
- 2023/2965 Gipping Press £185.00
- 2023/2966 Advert refund £40.80
- 2023/2967 Chain PT £60.16
- 2023/2968 MSDC Bin emptying £772.26
- 2023/2969 **Village maintenance** – There were no matters reported.
- 2023/2970 **Footpaths** – Cllr Campbell was nominated and agreed to take on the position of Footpath Officer. Thanks were extended to Cllr Spencer for his efforts in the role to date. A finger sign and pegs will be requested from ROW for FP22 if they will not supply then this will be reported for a new post.
- 2023/2971 **Correspondence** – The next step of the BMSDC Joint Local Plan consultation was noted, it was agreed that no further comments be made at this time.
- 2023/2972 There were no comments to further tabled correspondence.
- 2023/2973 **Local Needs Housing** – It was noted that Simon Tarabella and Peter Turner would be happy to remain on the Local Needs Housing Working Group and they were thanked for their commitment to this project. Other members of the group were confirmed as Cllrs Morgan and Waspe. It was noted that the outcome of negotiations with the landowner of the second site were still awaited.
- 2023/2974 **Tree & Hedge Maintenance** – New membership of the T&HMWG were confirmed as Cllrs Campbell, Waspe and Morgan. It was agreed that advice and a cost for any recommended work to the Scots Pine on the village green along High Road be sought. Further consideration of the ongoing tree work highlighted in the tree survey would take place at the next meeting of the working group.
- 2023/2975 **Matters to be brought to the attention of the council** – The clerk will report the shipping container and gas bottles on land at Combs Lane.  
Concerns were expressed regarding the historic Burford Bridge and what the future plans were for it. It was agreed that consideration be added to the next agenda and Cllr Otton be asked to source information.  
The issues of flooding at Burford Bridge were raised again with a request that a project to provide a flood lake be considered. This will be added to the next agenda and Cllr Matthissen will be asked to source the waterways maps and possible environmental scheme funding.  
The following items raised at the Annual Parish Meeting will be added to the next agenda; A safety rail and bluebells at Woodpecker Hill wood, recruitment for the Speedwatch scheme and meeting for the Forward Planning Working Group.  
Consideration of grants to distribute the Coronation fund raising monies will be added to the next agenda.

Next meeting will be held in Pettward Hall on Monday 12<sup>th</sup> June 2023 at 7.30pm