

RICKINGHALL PARISH COUNCIL

Minutes of the Meeting held Thursday 3 May 2018
Main Hall, Rickinghall Village Hall

Present: Cllr Robin Brown
Cllr Dominic Ebert
Cllr Rosemary Jones
Cllr William Maskell
Cllr Gillian Crossley-Holland
Cllr Nick Free
Cllr Nic Joubert
Cllr Geoff Short

Parish Clerk – Leeann Jackson-Eve
District Councillor Derek Osborne
9 Members of the public

7.30pm The Chairman welcomed those present and opened the meeting.

1. **To Elect a Chairman for the Year 2018/19.** Nominations were sought for the post of Chairman. Cllr Short, proposed by Cllr Crossley-Holland, seconded by Cllr Brown, and agreed unanimously.
2. **To receive the Chairman's Declaration of Acceptance of Office.** The Council would receive Cllr Short's Declaration of Acceptance of Office at the June meeting.
3. **To receive apologies for absence.** Apologies were received from Cllr Sally Smith.
4. **To elect a Vice Chairman.** Cllr Crossley-Holland, proposed by Cllr Brown, seconded by Cllr Free and agreed unanimously, was elected as Vice Chairman.
5. **To elect Council Officers and Representatives to outside bodies (w/previous):**
 - Allotments Man't Committee: Reports from AMC Chairman
 - BARWOODS: Cllr Jones
 - Local Charities: Cllr Crossley-Holland
 - Local Transport: Cllr Smith
 - Parish Assets: Cllr Crossley-Holland
 - Planning Working Party: Cllrs Joubert, Short & Smith
 - Public Rights of Way: Cllr Free
 - SALC/Parish Liaison: Reports from W Sargeant/Clerk
 - Tree Warden: Cllr Jones
 - Village Hall: Cllr Ebert
 - War Memorial/ROCP: Cllr Crossley-Holland
6. **To confirm the minutes of the Meeting held on 5 April 2018:** The minutes of the meetings were agreed and signed.
7. **Magazine Input:** Cllr Jones.
8. **Members Declarations of Interest and Dispensations:** Cllr Brown declared an interest in items 10.1.1 and 10.1.2 as he lived nearby.
9. **Public Forum:** A member of the public spoke about the application at The Newsagent saying that all of the objections from the earlier application still stood. Two things were different, however – the front of the shop was no longer part of the A5 change of use and the A5 area now included part of the premises which had been intended for residential. Another member of the public requested that the PC ask for a delay in making a decision until further info about the extraction system was received. Concerning parking, it was reported highways had carried out a parking survey when the applicant had applied for premises in Eye. It was suggested that the PC reference the call for bollards in the traffic survey from 2016.
A member of the public informed the PC about a potential development at the bypass end of Garden House Lane. The early stage proposals were for two executive houses with paddock areas.
There was a complaint about parking on the pavement in front of Northview, which obstructed pedestrians.

10. **Planning:**
 - 10.1 **Planning Applications:**
 - 10.1.1 **The Newsagent, Bell Hill Cottage, The Street.** Ref. DC/18/01379. Planning Application. Change of use of rear of building to A5 Hot Food Takeaway. Retention of existing front room for retail use, installation of extract equipment internally, flue through roof and internal alterations to provide sound and fire proofing to party wall. It was RESOLVED, with all agreed, to object as before on all items with a stronger emphasis on parking and questioning the validity of retaining the front as retail.
 - 10.1.2 **The Newsagent, Bell Hill Cottage, The Street.** Ref. DC/18/01380. Application for Listed Building Consent. Works to facilitate change of use of rear of building to hot food takeaway, retention of existing front room for retail use, extract equipment internally and flue through roof, internal alterations as per Schedule of Works. It was RESOLVED, with all agreed, to object on similar points to the previous application via updated advice from Cllr Joubert, a historic buildings consultant.
 - 10.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**
 - 10.2.1 **Pine Trees, Warrens Lane.** Ref. DC/18/01700. T1 Ash - Remove as growing through wires and roots are affecting ancient orangery wall. Cllr Jones had visited the site. The PC RESOLVED, with all agreed, to have no objection.
 - 10.3 **Notification of Planning Decisions by Mid Suffolk DC:**
 - 10.3.1 **Priory Farm, West Hall Road.** Ref. DC/18/00020. Use of agricultural building built for straw storage as a piggery. Planning Permission GRANTED.
 - 10.3.2 **Land Adj. To 9 Rectory Hill.** Ref. DC/18/00864. Application for approval of reserved matters following Outline Planning Permission DC/17/04342 approval (appearance, layout, scale, landscaping for 5 No. dwellings). Planning Permission GRANTED.
 - 10.4 **Neighbourhood Plan:** The first draft of the Plan was being reviewed.
11. **Progress Reports:**
 - 11.1 **Chairman:** None.
 - 11.2 **Clerk:** None.
12. **Correspondence:**
 - 12.1. **MSDC:** The PC noted the April payment of ££3,457.94 in Community Infrastructure Levy and that payments were made twice yearly in April and October.
 - 12.2. **Police Commissioner:** The dates of upcoming liaison meetings were noted, the nearest being at Stowmarket on 11 July. The Chairman would attend.
 - 12.3. **Resident:** A letter had been received with concerns about children cycling on pavements. It was agreed to write to the school and put something in the parish magazine.
 - 12.4. **Resident:** A letter had been received from a 6-year old requesting a zebra crossing on The Street near Ryders Way. It was agreed to investigate whether this could be part of the CIL infrastructure plan and to also consider having a crossing assistant. The Clerk would reply via the school.
13. **General Items:**
 - 13.1 **Annual Parish Meeting on 5 April 2018:** The DRAFT minutes of the meeting were noted by the Council and acknowledged by those councillors present as a true record.
 - 13.2 **VAS Report:** The report for March from the Bury Rd location was noted, particularly the top speed of 90mph. In 39 days, over 18,000 vehicles broke the speed limit.
 - 13.3 **Data Protection Documents:** It was RESOLVED, with all agreed, to adopt the data protection policies and related documents presented by the Clerk, including an Information Protection Policy, an Information Security Incident Policy, an Assessment of Personal Data Held by the Council, a data Risk Assessment and privacy notices.

13.4 **CIL Parish Infrastructure Investment Plan:** The PC noted the need for a Parish Infrastructure Investment Plan to guide spending CIL funds. The Neighbourhood Plan Steering Group were considering incorporating a PIIP into the Plan. It was suggested that a working group be formed with Botesdale.

14. **Finance:**

14.1 **Account Balance:** £35,256.97
Income: £11,785.00 MSDC ½ Council Tax Precept
£ 3,457.94 Community Infrastructure Levy

14.2 **Accounts for Payment:**

Admin Payments	£ 1,888.84	Not itemised due to new Data Protection Regulations
Street Sweeping etc.	£ 163.52	St Clean/VAS Apr 18
Glasdon UK Ltd	£ 296.02	Dog Bin and Fixings
East County Classics	£ 103.38	Welding ROCP Post
Bryant Bros.	£ 161.00	Supply Materials for ROCP Post
Redgrave Parish Magazine	£ 130.00	Mag Page for 12 Months
Suffolk County Council	£ 860.42	Street Lighting Electricity Supply and Maintenance

RESOLVED, with all agreed, to approve payment of the accounts above.

14.3 **To approve payment of Grant Funding for 2018/19:** (as agreed under Minute Ref: 9.2, 5 April 2018). Grant for Remembrance Day to be paid at later date.

Village Hall (Toilet Refurb)	£ 2500	s137 LGA 1972
RBR PCC	£ 600	Churchyard Maint s214(6) LGA 1972
Rickingham Day Centre	£ 300	s137 LGA 1972
RBGNS Community Bus	£ 180	s137 LGA 1972
Diss CAB	£ 30	s142 LGA 1972
Botesdale & Rickingham NHW	£ 30	s137 LGA 1972

RESOLVED, with all agreed, to approve payment of the accounts above.

15. **Highways Issues:** None.

16. **Welcome Pack:** One to Cllr Crossley-Holland.

17. **Councillors' Reports:**

- **Local Transport:** The Eye to Stowmarket service would be reduced.
- **Street Lighting:** The new light at Jubilee House had been moved back from where it was obstructing the pavement.
- **Village Hall:** The model railway show would be held on 5 May.

18. **Matters to be brought to attention of the Council:** It was agreed to wait until August to cut back the hedge at the White Horse due to nesting birds. The Clerk would report some fly-tipping between Bury Road and Rectory Hill on the bypass.

19. **Next Meeting:** 7 June 2018

The Chairman closed the meeting at 9.24pm.