

Offton and Willisham Parish Council

Minutes of the Extraordinary Parish Council meeting held on 28th March 2019
in Offton and Willisham Village Hall.

Present	Cllr S Warnes (Chair) Cllr A Cox Cllr M Ratcliffe Cllr A Rumsey Miss T Davis (Clerk)	Cllr K Earl Cllr D Cattermole (Vice Chair) Cllr C Pinson-Roxburgh 0 members of the public attended
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ACTION

1	<u>Meeting Administration</u>	<p>a) Chair's Welcome; The chair opened the meeting and thanked everyone for coming.</p> <p>Apologies for absence; Apologies were sent by Cllr D Parks, Cllr M Bolton, Cllr I Gilson & County & District Cllrs.</p> <p>Declarations of Interest;</p> <p>c) Cllrs S Warnes & Cllrs A Cox re: Item 4a, Planning DC/19/00949.</p>	
	<u>PUBLIC PARTICIPATION</u>	None.	
2	<u>Sign minutes of previous meeting of 25th February 2019 as a true record</u>	<p>a) Cllr K Earl reported on the progression of CIL funding for the footpath. BMSDC advised that funding for footpaths comes from 106 monies. Cllr K Earl also reported contacting SCC Highways dept regarding the Footpath, SCC Highways confirmed they are looking into it. The Clerk also sought clarification on reporting potholes, signs and footpaths, and this was given. Following some minor amendments to Item 13 & Item 11, the minutes for the meeting dated 28th February 2019 were unanimously accepted as an accurate record and were duly signed by the chairman.</p>	
3	<u>Emails & Correspondence received up to 22nd March</u>	No items were discussed. It was requested the Clerk contact Stowmarket High School for a short report for the Annual Parish Meeting (APM).	Clerk
4	<u>Planning</u>	<p>a) Outline Planning application DC/19/00949 for house & garage. A discussion took place regarding this application. <i>It was Proposed by Cllr C Pinson-Roxburgh, Seconded by Cllr K Earl and carried with 5 In Favour to Support the planning application.</i></p> <p>b),c)&d) Applications for prior approval. DC/19/01157, 01150 & 01154 Discussion took place regarding the existing use of the Barns. There was unanimous concern raised for the loss of light industrial use in the area and of the loss of local employment and it was important this was placed on the planning portal.</p> <p>Planning application DC/19/01101 conversion of a barn to one dwelling. This application was briefly discussed and unanimously agreed there were no objections to the application.</p> <p>e) Clerk to place all results and comments on the planning portal for each application.</p>	Clerk

<p>5</p> <p>a)</p>	<p><u>Chair, Councillor & Representative Reports</u></p> <p>Chair Report</p> <p>I attended the Parish Liaison meeting with Mid Suffolk District Council on our Councils behalf on 7TH March.</p> <p>The items on the agenda, plus a brief description of information offered by MSDC are as follows:</p> <p><u>Budget Update</u></p> <p>The budget for the past year has generated a surplus. The surplus will be placed in the Growth and Efficiency fund. This will finance one off projects, such as the re-furbishment and extension of the Regal Theatre in Stowmarket.</p> <p>The 19/20 budget is also likely to generate a surplus; although this is not certain as other factors regarding Central Government will determine this.</p> <p><u>CIFCO</u></p> <p>Mid Suffolk District Council along with Babergh DC have set up an investment company called CIFCO. This now has a website called CIFCO Capital.com. MSDC borrows money on a long term basis and then lends the money to CIFCO at commercial rates. The purpose of this is to generate income to maintain services. The company is investing in a mixed range of ventures to reduce the risk from one sector i.e it is limiting its investment in retail as this sector is not performing well at this time. Locally it has purchased the old Aldi store in Stowmarket. It also owns the redundant middle schools in Needham Market and Stowmarket.</p> <p><u>Planning Update</u></p> <p>The Joint Local Plan Consultation has been delayed due to waiting for the changes to the NPF. The changes to the NPF were quite small and will have had no significant effect on the JLP.</p> <p>I made a personal observation that the time lines given for the next stages seemed a bit vague. I tried to add up the timings of all the stages and it seemed to me that the JLP is a way off being properly adopted. Although it will start to have more relevance as it progresses.</p> <p>The Chair also reported on speaking to BMSDC Planning Dept regarding the large development going to committee, there is still no date set.</p>	
<p>6</p> <p>a,b), c)</p>	<p><u>To Discuss/Approve Budgeted Grants & Donation Applications for 2018-19</u></p> <p>Each year the Parish council of Offton & Willisham provide budgeted grants for those groups who provide vital facilities and events within the Villages. A discussion took place regarding the applications and information received on the Village Hall, Offton Church and Willisham Church. It was established that the Village Hall is applying for funds to cover the insurance premium of the Playground and a contribution to the running costs of the hall. Offton Church is looking for funds to cover the cost of servicing and refuelling the grass cutting machinery and also equipment for tree maintenance. Willisham Church is hoping to raise funds for a new outdoor compostable toilet facility.</p> <p><i>It was Proposed by Cllr D Cattermole, Seconded by Cllr A Rumsey and unanimously agreed to provide each with the full budgeted figure of £700.</i></p>	<p>Clerk to send Chqs</p>

7	<p>Finance</p> <p>a) Current Bank Balances as at 28th February 2019:- Community Account = £3,118.34 Premium Account = £1,146.93 Premium Savings Account = £9396.24</p> <p>b) To approve payments and authorise cheques for signature (Resolution required)</p> <ul style="list-style-type: none"> • Clerk's net pay for the period 1st Feb - 28th Feb – £273.36 – Paid on 28th February • Clerk's net pay for the Period 1st Mar – 31st Mar - £273.36 • Clerk's Mileage for Period ending 28th March- £61.65 • Clerk Allowance - £72.00 • SALC 6 Months Payroll Service - £54.00 <p>The Clerk ran through the figures, pointing out that the HMRC now provide a set rate of £18 as the monthly cost of having an office at home. This can now replace the set figure in the budget for Clerk Allowance in the next financial year. The Clerk has therefore only taken £72 out of the Clerk allowance for this year for the months Dec-March.</p> <p><i>It was proposed by Cllr C Pinson-Roxburgh, Seconded by Cllr D Cattermole and unanimously agreed to authorise payments and cheques for signature.</i></p>	
8	<p><u>Meeting Date</u></p> <p>The Next Parish Meeting is Scheduled for 25th April 2019</p>	

Meeting Closed at 7.45pm

Addendum

1. Correspondence for the period up to 22nd March 2019

Sent on 5th March

- 19th Feb Rural Bulletin
- 20th Feb Henrys Film
- 20th Feb Headway
- 20th Feb Suffolk Trading Standards (STS) Newsletter
- 21st Feb Connecting Communities
- 25th Feb SALC bulletin
- 26th Feb Christmas Carol On Tour
- 26th Feb Rural Bulletin
- 27th Feb BMSDC Planning Application DC/19/00949
- 5th Mar Calor Community Fund (deadline 29th April)
- 5th Mar Affordable Housing Scheme
- 5th Mar Rural Bulletin
- 5th Mar UKTV Paranormal Series

Sent on 15th March

- 6th Mar Broxap Litter Bins
- 6th Mar Rural Services Network
- 6th Mar SALC Bulletin
- 6th Mar Safer Neighbourhood Team Newsletter (Police)
- 6th Mar STS Newsletter
- 8th Mar SALC – NALC Legal Briefing
- 11th Mar BMSDC Planning Application DC/19/01154
- 11th Mar BMSDC Planning Application DC/19/01157
- 11th Mar BMSDC Planning Application DC/19/01150

12th Mar Rural Bulletin
13th Mar Rural Services – Rural Strategy
13th Mar Claydon High School Annual Report
13th Mar STS Newsletter
15th Mar BMSDC Planning Application DC/19/001101
Sent on 20th March
15th Mar Village Hall Grant & Donation Application
19th Mar SALC Bulletin
20th Mar Rural Bulletin
Sent on 21st March
20th Mar Keep Britain Tidy
21st Mar STS Newsletter
Sent on 22nd March
21st Mar MSDC – Land Supply Review
21st Mar BMSDC – CIL update, 3rd Bid Round 1st May
21st Mar The Link, Thank you letter.