

COCKFIELD PARISH COUNCIL

Members of the Council:

You are hereby summoned to the **Ordinary Meeting of the Parish Council which will be held in the Village Hall on Thursday 30 March 2023 at 7.30pm** for the purpose of transacting the business below.

Members of the public:

Members of the public are welcome to attend the meeting and may address the Council, during the Public Participation Session, Item 5 on the agenda.

Reporting on Meetings

Except where members of the public have been excluded due to the confidential nature of the business, any person is normally able to film, photograph, audio record or use social media to report on meetings of the Council, including any public comment and/or questions.

AGENDA

1. **To receive any apologies for absence.**
2. **To receive, from Members, any declarations of interest in items on the agenda in accordance with the Council's Code of Conduct.**
3. **To approve the minutes of the Ordinary Meeting of the Parish Council held on 23 February 2023.**
4. **To review progress on all outstanding actions from minutes of previous meetings.**

2021/189: BMSDC Public Realm Land:

SCC Highways Enforcement team to contact the land owner to arrange for the fence line to be moved further away from the junction.

Cllr Southgate to write further letter of complaint to BMSDC highlighting BMSDC's responsibility for any future accidents at this junction.

2021/194: Local Needs Housing:

The Clerk to obtain the necessary legal signatures and submit an application for 'Granting of a new right of common and application for registration of a right in the commons register' to Suffolk County Council for Jeffreys Green.

2021/195.2: Highways & Emergencies:

Cllr Morley is awaiting a proposal from Hodge Farms Ltd for possible route options and will meet them again before the next meeting.

2022/092.2.5: Playground:

Cllr Golding to undertake further earth filling to the hollows under some of play equipment with soil (identified in the Annual Safety Inspection).

Cllr Morley & the Clerk to meet APL to discuss their quotations some additional play equipment.

COCKFIELD PARISH COUNCIL

2022/108.2: Highways and Emergencies:

Cllr C Brinkley to provide a signwriter to paint in the missing a letter 'D' on the Cockfield sign.

2022/122.7: Parish Paths:

Cllr Webster to forward copies (of his correspondence to SCC relating to the poor condition of the footbridge over the stream on the Abbey footpath) to SC Cllr Lindsay to enable him to pursue the matter internally with SCC.

2022/122.9: Other Assets:

Chair of the Community Council to confirm details of the CC's Noticeboard requirements at Great Green if it is still required..

2022/136.2: Purchase of Mower:

Cllr Morley, Cllr Brinkley, together with the Earls Meadow Working Group volunteers to meet with Mower supplier and field test the agreed models, Clerk to place order for the model/specification selected up to the maximum cost agreed at the 19/01/23 parish Council Meeting. **Note:** Subsequent to the last meeting, the CC have donated £2,000 towards the cost of the mower.

2022/136.3: Purchase of Playground Equipment:

Deferred from 19/01/23 meeting. (See Agenda item 8.2)

2022/136.4: Cross Green:

The Clerk to place order for Fertilizer and Lime to treat the grass at Cross Green.

2022/139.2.2: Glebe Land:

Cllr Webster to meet applicants for Allotments on 29/01/23 and was in dialogue with the contractor to get him to complete work to the hardstandings to the Parish Council's satisfaction.

2022/139.8: Pavilion:

Cllr Golding to rehang the kitchen door to provide a more usable layout.

2022/139.9: Other Assets:

Cllr Levett to add the refurbishment of the Great Green Noticeboard to the 2023 Maintenance Schedule.

2022/145.6: Headway Suffolk Charity:

The Clerk to confirm the Parish Council's permission for Headway Mobile Shop to visit Cockfield on a weekly or Monthly basis.

5. Public Participation Session: (15 minutes).

- 5.1 Suffolk County Councillor and Babergh District Councillor Reports.
- 5.2 Public comment.

COCKFIELD PARISH COUNCIL

6. Planning:

- 6.1 To consider any applications received which have been referred to the Parish Council:

APP/D3505/W/22/3306364 Appeal by: Firstgrade Recycling Systems Limited: Planning Application - Erection of new workshop building with the existing access to the site from the A1141 upgraded. Land to The East of, Sudbury Road, Cockfield, Bury St Edmunds Suffolk IP30 0LN Appeal Start Date: 29/12/2022 Further to the appeal hearing that took place on 15 February 2023, a second day has been arranged to complete the proceedings which will be held on Thursday 9th March 2023 on MS Teams.

DC/23/00920: Application for a Lawful Development Certificate for an Existing Use, Operation or Activity including those in breach of a Planning Condition. Town and Country Planning Act 1990 (as amended) - Confirmation of commencement for 5no dwellings approved under DC/18/02911. Hope House, Cross Green, Cockfield, Bury St Edmunds Suffolk IP30 0LG.

DC/23/01145: Householder Application - Render to front and side elevations.: Hardwick View, Bury Road, Cockfield, Bury St Edmunds Suffolk IP30 0LB. **(Consultation Response Deadline 30th March 2023)**

DC/23/00766: Householder Application - Erection of detached garage with home office over (following demolition of existing garage). Water Cottage, Cross Green, Cockfield, Bury St Edmunds Suffolk IP30 0LG. **(Consultation Deadline 31st March 2023)**

DC/23/00176: Application for Outline Planning Permission (all matters reserved) Town and Country Planning Act 1990 (as amended) - Erection of 2No. Dwellings.: The Abbey Cottage, Windsor Green, Cockfield, Bury St Edmunds Suffolk IP30 0LY **(Consultation Deadline 7th April 2023)**

- 6.2 To note any Babergh District Council planning permissions/refusals received:

DC/22/06366: Submission of Details (Reserved Matters in Part) and Discharge of Condition 6 (ground floor levels in Part) Condition 13 (Highway Provision of Parking and Turning in Part), Condition 14 (Refuse Bins and Collection Areas in Part), Condition 15 (Screen Walls and Fences in Part) under Outline Planning Permission DC/21/03681 for the Access, Appearance, Landscaping, Layout and Scale of 1No. dwelling (Plot 23) 22 Old Stone Pit Way, (Land Adjacent To Mackenzie Place), Cockfield, Bury St Edmunds Suffolk IP30 0BW **(Decision: Reserved Matters have been Approved)**

DC/23/00284: Discharge of Conditions Application for DC/22/01835 - Conditions 3 (Materials) 4 (Brick and Flint Panelling) and 7 (Agreement of Levels): Plot 2, Bury Road, Cross Green, Cockfield Suffolk **(Decision: Reserved Matters have been Approved)**

COCKFIELD PARISH COUNCIL

7. Finance:

- 7.1 To receive a financial statement and report, including the latest position with the 2022-2023 Council budget.
- 7.2 To authorise Payments as presented and to note Income received.
- 7.3 To authorise the pre-payment of £500.00 to Dan Harradine to purchase paint materials for the refurbishment of the Bandstand, Pavilion and Shed at Great Green.
- 7.4 To accept the quotation of £100.00 from R Williams to tidy up, de-silt, clear leaves, grass and weed from around the perimeter of the Village Hall and Car park.
- 7.5 To adopt the latest agreed SALC/NALC pay scales (w.e.f. 01/04/22) to apply to the Clerk's salary.

8. Neighbourhood CIL:

- 8.1 To receive a Completion Report from Cllr Morley on the Bus Shelter project.
- 8.2 To receive an update from Cllr Morley on options for additional equipment and a picnic bench for the Children's Playground.

9. Parish Council Donations:

To consider allocation of the Parish Council's Grants (Section 137) Budget of £500 for 2022-23 and in particular, requests received for donations from:

- a) The Kernos Centre in Sudbury, Suffolk. A local charity providing psychological and emotional support, through counselling for everyone,
- b) SARS (Suffolk Accident Rescue Service)

Pavilion Repairs:

- 10.1 Clerk to provide an update on replacement of the Pavilion balustrade.
- 10.2 Cllr Golding to provide an update on the replacement of the floor in the Away Changing Room Showers.

11. Maintenance Schedule and Asset Management:

- 11.1 Maintenance Calendar (Full review, February, June, October only)
To undertake full review of 2022/23 Maintenance Requirements for budget preparation purposes.
- 11.2 Maintenance Matters by exception:
 - 11.2.1 Greens Management
 - 11.2.2 Glebe Land
 - 11.2.3 Earls Meadow
 - 11.2.4 Cemetery
 - 11.2.5 Playground
 - 11.2.6 Village Hall Car Park
 - 11.2.7 Parish Paths
 - 11.2.8 Pavilion
 - 11.2.9 Other Assets

COCKFIELD PARISH COUNCIL

12. **Local Needs Housing:**

To consider any matters – Cllr Morley

13. **Third Party Liaison:**

By Exception, to receive any reports from lead members on matters which need to be brought to the attention of the Council and to take actions appropriate:

13.1 Suffolk Association of Local Councils (SALC) - Cllr Cutting-Keyton

13.2 Highways and Emergencies - Cllr Cutting-Keyton

13.3 Police/Fire - Cllr Cutting-Keyton

14. **King Charles III Coronation:**

Cllr Cutting-Keyton to update Cllrs on progress of Parish Council arrangements.

15. **Cockfield Village Litter Pick:**

Cllr Cutting-Keyton to debrief Cllrs on the Village Litter Pick.

16. **Cockfield Welcome Pack:**

Cllr Cutting-Keyton to update Cllrs on Cockfield Welcome Pack.

17. **Correspondence:**

To consider the correspondence received and to agree any appropriate actions.

17.1: *Email 27/02/23 from Jeffreys Green resident complaining of cars speeding in excess of 40-mph and requesting a 30-mph limit.*

17.2: Email 27/02/23 from SCC confirming that Milestone Infrastructure (part of M Group Services) has been awarded Suffolk's new highways services contract, which will begin on 1 October 2023.

17.3: Email 01/03/23 from BMSDC Communications monthly update.

17.4: *Email 11/03/23 from Green Lane resident reporting near miss (of child running out from playground towards the road) and requesting that the playground be fenced.*

17.5: *Email from Brenda Dwyer to Cross Green residents and Parish Council requesting Cllr attendance at the Factory Appeal Hearing on 10/05/23.*

17.6: *Email 14/03/23 from BMSDC enclosing the Notice of Election.*

17.7: Email 14/03/23 from Cllr Levett (in his capacity of School Governor), outlining the School Consultation Time Lines and Consultation Address.

17.8: Email 21/03/23 from District Cllr Maybury submitting her DC Report for February/March.

17.9: *Email 24/03/23 from BMSDC - Notification of Planning Appeal providing details of how to register to attend on-line MS Teams Hearing.*

COCKFIELD PARISH COUNCIL

18. **Matters to be brought to the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting**

19. **Next Meetings:**

The next Ordinary Meeting of the Parish Council will be held on Thursday 27th April 2023 at 7.30pm in the Village Hall. Subsequent Ordinary Meetings of the Parish Council will be held on 11th May, 29th June, 27th July, 28th September, 26th October and 30th November 2023. The Annual Parish Meeting will be held on either the 25th May 2023.



Parish Clerk: Steve Ball, Proper Officer of the Council
Address: Green Ridge, Howe Lane, Cockfield, Bury St Edmunds, Suffolk IP30 0HA
Tel: 01284 828987
E-mail: parish.council@cockfield.org.uk
Published: 24th March 2023