

# COCKFIELD PARISH COUNCIL

## Members of the Council:

You are hereby summoned to the **Extraordinary Meeting of the Parish Council which will be held in the Village Hall on Friday 5 January 2024 at 6.30pm** 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.**
- 3.1 **To approve the minutes of the Ordinary Meeting of the Parish Council held on 30 November 2023.**
- 3.2 **To approve the minutes of the Extraordinary Meeting of the Parish Council held on 5 December 2023.**
4. **To review progress on all outstanding actions from minutes of previous meetings.**

**2022/178: Pavilion Balustrade:** No progress since the last meeting.

**2022/184.1: Reduced Speed Limits:** Cllrs Levett, Cutting-Keyton and Morley to meet to assist the Clerk in drafting an application to SCC Highways to reduce the speed limit on the A1141 between The Abbey and the Windmill and down the top end of Howe Lane.

**2023/104.2: BMSDC Cllrs Report: Planning:** A meeting with SCC has been agreed but no dates provided. The Clerk has chased up a response twice but is still awaiting their proposed date(s).

**2023/104.3: Public Participation:** Cllr Baber (Footpath Warden) has reported the problem of spillage onto the Airfield footpath and the potential safety risk to the SCC Footpath Team and will monitor progress.

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**2023/135.2.1: Safety Sign on Great Green:** Cllrs Golding & Turner to develop a proposal for a sign on Great Green, warning about the overhead power cables.

**2023/135.2.7: Parish Paths:** Cllr Baber to contact SCC to request that the footpath between the Bungalows on the A1141 and the Abbey Cottages be skirted back. **(Action: Cllr Baber to provide an update to the January meeting).**

**2023/146.2: Babergh District Cllr Report:** The Parish Council to write to SCC Highways to question how they propose to control growth of unwanted weeds without the use of Glycosulphates.

**2023/148.3: Parish Council Investments:** The Parish Council to open a Parish Council Deposit account and transfer the Parish Council's Earmarked Reserves from its Barclays Community Account.

**2023/150: Community Engagement Initiative:** Cllr Knight to draft the Parish Council's Mission Statement for adoption. **(On Agenda for 25/01/24).**

**2023/151: Future of the Website:** Cllrs Levett, Cutting-Keyton and Baber to draft a proposal on the future of the website **(Agenda Item 8)**

**2023/153: Community Shop & Post Office:** Cllr Fletcher to provide further details about the Cockfield Village Group's Business Plan for the future of the Pub as a long-term location for the Post Office & Shop. **(On Agenda for 25/01/24)**

5. **Public Participation Session:** (25 minutes).

- 5.1 Suffolk County Councillor Report (5 Minutes)
- 5.2 Babergh District Councillor Reports (5 Minutes)
- 5.3 Public comments (15 Minutes)

6. **Planning:**

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

**DC/23/05590:** Householder Application - Erection of single storey side extension (following demolition of existing) including creation of opening for new rear doors: 3 Stows Hill, Cockfield, Bury St Edmunds, Suffolk IP30 0JB. **(Consultation Response Deadline 25th December 2023, extended until 8th January 2024)**

**Appeal Reference: APP/D3505/W/23/3325194** Appeal by: Edmund Wolf  
Properties: 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 Response Deadline 8th January 2024)**

**DC/23/05445:** Householder Application. Construction of a new vehicular access: Cockfield Post Office and Stores, Howe Lane, Cockfield, IP30 0HA.

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**(Consultation Response Deadline 26th December 2023, extended until 8th January 2024)**

**DC/23/05936:** Householder Application - Erection of part two storey and single storey side extensions (following demolition of existing single storey extensions) New garage: Highview, Great Green, Cockfield, Bury St Edmunds Suffolk IP30 0HN **(Consultation Response Deadline 19th January 2024)**

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

**DC/23/04922:** Householder Application - Erection of greenhouse. Steward House, Cross Green, Cockfield, Sudbury Suffolk IP30 0LG. **(Decision: Planning Permission has been GRANTED)**

**DC/23/04926:** Application for Listed Building Consent - Internal alterations to form a larger utility room. Steward House, Cross Green, Cockfield, Sudbury Suffolk IP30 0LG **(Decision: Listed Building Consent has been GRANTED)**

**DC/23/05825:** Application for a Non-Material Amendment relating to DC/23/01432 - Cream weatherboarding to porch and projecting dormer roofs, amendments to internal room layout and related fenestration: 8 Mackenzie Place, Cockfield, Bury St Edmunds, Suffolk IP30 0HY **(Decision: Amendment Details APPROVED)**

**DC/23/05837:** Application for a Non-Material Amendment relating to DC/22/06241 - Changes to approved materials and changes to floor plan to include services cupboard for air source heat pump equipment: Three Horseshoes, Stows Hill, Cockfield, Bury St Edmunds Suffolk IP30 0JB **(Decision: Amendment Details REFUSED)**

6.3 Other Planning Matters:

In the event that **DC/23/05157** is referred to BMSDC's Planning Committee for determination, rather than by the Case Officer, the Parish Council need to agree:

6.3.1: Whether the Parish Council should be represented at the BMSDC Planning Committee Meeting, and

6.3.2: The Parish Council's statement to be read out at the BMSDC Planning Committee Meeting.

7. **Finance:**

7.1 To receive a financial statement and report.

7.2 To authorise Payments as presented and to note Income received.

8. **Future management of the Village Website:**

To approve a proposal from Cllr Baber on the future of the Village Website.

9. **Event to celebrate Suffolk Small Village of the Year Award:**

To receive an update from Cllrs Levett/Cutting-Keyton on arrangements for the event.

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10. **Community Council Request:**

To approve a request from the Community Council to hold the 2024 Cockfield Village Fair on the Great Green on Sunday 21<sup>st</sup> July 2024.

11. **Correspondence:**

Correspondence schedule circulated in advance of the meeting,

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

13. **Next Meetings:**

The next Ordinary Meeting of the Parish Council will be held on Thursday 25<sup>th</sup> January 2024 at 7.30pm in the Village Hall. Note: Subsequent Ordinary Meetings of the Parish Council will be held in the Village Hall on 29th February & 28th March 2024.



Parish Clerk:

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