

COCKFIELD PARISH COUNCIL

Minutes of the Extraordinary Meeting of the Parish Council held on 05 January 2024 at 6.30pm held in the Village Hall, Cockfield.

Present: Cllr Ian Levett (Chair), Cllr Janne Cutting-Keyton (Vice-Chair), Cllr Dale Baber, Cllr Sarah Fletcher, Cllr Andy Golding, Cllr Nic Knight, Cllr Robin Morley and Cllr Ralph Turner.

In Attendance: The Clerk.

2023/166 Apologies for Absence: Suffolk County Cllr Robert Lindsay, District Cllr Paul Clover, District Cllr Margaret Maybury and Cllr Joe Brinkley.

2023/167 Declarations of Interest
Cllr Turner declared a Pecuniary Interest in Planning (Agenda Item 6.1).

2023/168 Minutes of the Last Ordinary Meeting of the Parish Council
It was proposed by Cllr Baber and seconded by Cllr Fletcher that the minutes of the Ordinary Meeting of the Parish Council, held on 30 November 2023, be signed as a true record. The proposal was carried.

2023/169 Minutes of the Last Extraordinary Meeting of the Parish Council
It was proposed by Cllr Cutting-Keyton and seconded by Cllr Knight that the minutes of the Extraordinary Meeting of the Parish Council, held on 05 December 2023, be signed as a true record. The proposal was carried.

2023/170 Outstanding Actions:

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

2022/184.1: Reduced Speed Limits: The Clerk has shared SCC's Policy Document and Hadleigh Town Council's successful speed limit reduction paper with Cllrs Levett, Cutting-Keyton and Morley. Group to meet to discuss any application. No progress since last meeting.

2023/104.2: BMSDC Cllrs Report: Planning: A meeting with SCC Highways has been agreed but no dates provided. The Clerk has chased twice but is still waiting their proposed dates. The Clerk was requested to chase again for a response.

2023/104.3: Public Participation: Cllr Baber (Footpath Warden) advised that SCC had contacted the land owner to insist that measures be put in place to prevent any further spillage onto the public footpath on the Airfield to the SCC Footpath team. **(Action: Closed).**

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 and obtain a quotation. Cllr Turner will reuse the redundant SID Mounting post from Cross Green to use on Great Green.

COCKFIELD PARISH COUNCIL

2023/135.2.7 Parish Paths: Cllr Baber advised that the footpaths between the bungalows on the A1141 and Abbey Cottages are functional. **(Action: Closed)**

2023/146.2: Babergh District Cllr Report: Suffolk County Cllr Lindsay to be asked to question SCC Highways on how they propose to control growth of unwanted weeds without the use of Glycosulphates. It was noted that BMSDC's trials of alternatives have not been successful.

2023/148.3: Parish Council Investments: Cllrs Levett, Cutting-Keyton, Morley and Golding agreed to be the Parish Council's signatories on a Cambridge Building Society Deposit account. Cllrs to provide personal information and complete application form to enable the Parish Council open a Deposit account and transfer the Parish Council's Earmarked Reserves from its Barclays Community Account.

2023/150: Community Engagement Initiative: Cllr Knight to draft a proposal for the Parish Council's Mission Statement, for adoption at the next Ordinary Meeting of the Parish Council. **(On Agenda for 25/01/24).**

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)**

2023/171 Public Participation Session:

2023/171.1 Suffolk County Councillor's Report:
No report was provided.

2023/171.2 Babergh District Councillor's Report:
Cllr Clover's report was emailed to and read out at the meeting by the Clerk. A copy was circulated to Cllrs after the meeting.

2023/171.3 Public Participation Session:
None

2023/172 Planning:

2023/172.1 Applications Received: It was noted that the following applications had 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. **The Parish Council SUPPORTS the Application.**

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

COCKFIELD PARISH COUNCIL

2No. Dwellings: The Abbey Cottage, Windsor Green, Cockfield, Bury St Edmunds Suffolk IP30 0LY. **The Parish Council OBJECTS to the Application, subject of the Appeal.**

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

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. **The Parish Council OBJECTS to the Application.**

2023/172.2 Decisions 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)**

2023/172.3 Other Planning Matters:

172.3.1: It was proposed by Cllr Levett and seconded by Cllr Morley that if Planning Application DC/23/05157 be referred to the Planning Committee for determination, then the Parish Council should attend and be represented at the BMSDC Planning Committee Meeting. The proposal was carried.

172.3.2: It was proposed by Cllr Cutting-Keyton and seconded by Cllr Levett that a Parish Council's statement to be read out at the Planning Committee Meeting should be prepared by Cllr Cutting-Keyton and agreed at the Ordinary Meeting of the Parish Council on 25/01/24. The proposal was carried.

COCKFIELD PARISH COUNCIL

2023/173 Finance:

2023/173.1 December Financial Statement:

None

2023/173.2 December Payments & Income:

It was proposed by Cllr Golding and seconded by Cllr Cutting-Keyton that the schedule of payments be approved. The proposal was carried. The 05 January 2024 schedule (covering December invoices) comprised the following:

Councillors are recommended to authorise the following payments covering December 2023.

To:	Reason:	Net £	VAT £	Total £
Anglian Water	Water Bill for Pavilion for October 2023 (11/12/23)	9.17	1.83	11.00
Octopus Energy	Electricity Bill for Pavilion for 01/11/23 - 30/11/23. Still in Credit, but Bill disputed due to Octopus Energy Overcharge error	0.00	0.00	0.00
S Ball	Clerk Salary December 2023 (40 hours @ £15.02) Gross: £600.80 Net £360.48 [PAYE: £240.32].	360.48	0.00	360.48
S Ball	Clerks Expenses December 2023	31.99	0.00	31.99
HMRC	Clerks PAYE December 2023	240.32	0.00	240.32
A Creasy	Clearing Leaves and Tidying Up Cemetery (£80). Inv. No. 70	80.00	0.00	80.00
Cargate Engineering Ltd	Annual Inspection & Service of Cargester (£149.90 + £29.78 VAT), Replacement Grease Cartridge (£32.50 + £6.50 VAT), Desludge & Wash of Cargester & Pump Station on 04/12/23, £200.00 + £40.00 VAT). Total £381.40 + £76.28 VAT.	381.40	76.28	457.68
Cockfield Village Hall Management Committee	Hire of Village Hall for an Extraordinary Parish Council Meeting on 05/01/24, Inv. No. 31	30.00	0.00	30.00
		£1,133.36	£78.11	£1,211.47

COCKFIELD PARISH COUNCIL

*Expenses for December Represented by:		Unit Cost £	Payment £
HP Instant Ink	Instant Ink Printer Cartridge Subscription 5/11/23 - 5/12/23	9.99	9.99
Post Office	Purchase 1 Book x 8 No. 1st Class Stamps	10.00	10.00
Post Office	Purchase 2 Books x 8 No. 2nd Class Stamps	6.00	12.00
Total			£31.99

Councillors to note the following Income received:

From:	Reason:	Payment £
Bury Town Boys U11 FC	Hire of Football Pitch 2023/24	350.00
Total		£350.00

2023/174 Future of the Website:

It was proposed by Cllr Baber and seconded by Cllr Cutting-Keyton that the proposal to move the Cockfield Website to the 'One Suffolk' Domain and that Neil Ashton be commissioned to assist with the transfer. The proposal was carried.

2023/175 Village of the Year Event:

Cllrs Cutting-Keyton and Levett provided updates to the meeting, including contributors, table arrangements, timings.

2023/176 Community Council Request:

It was proposed by Cllr Cutting-Keyton and seconded by Cllr Knight that the Community Council's request to hold the 2024 Cockfield Village Fair on Great Green be approved. The Proposal was carried, subject to the Community Council providing evidence of both their PL insurance cover and for any third party/commercial activities. The Clerk was requested to advise the Community Council.

2023/177 Correspondence:

The correspondence Register was circulated in advance of the meeting.

2023/178 Matters to be brought to the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting:

Review of the Draft Budget (25/01/24 meeting)
Adoption of a Mission Statement (25/01/24 meeting)
Consideration of BMSDC's Call for Sites (Deadline 2nd February 2024)
Bio-Diversity Expenditure Initiative

2023/179 Next Meeting:

The next Ordinary Meeting of the Parish Council will be held on Thursday in the Village Hall (Main Hall) on 25th January, 29th February & 28th March 2024.

The meeting closed at 8.45pm.