

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 29 February 2024 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 Extraordinary Meeting of the Parish Council held on 25 January 2024.**
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: 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. **(See Agenda Item 10).**

2023/104.2: BMSDC Cllrs Report: Planning: Planning consultation group to update Cllrs on meeting with SCC Highways on 14th February 2024.

2023/135.2.1: Safety Sign on Great Green:

Cllrs Golding & Turner to procure and install two Safety Warning signs about the overhead power cables on Great Green up to a maximum budget of £250. Cllr Turner will reuse the redundant SID Mounting post from Cross Green for Great Green.

2023/146.2: Babergh District Cllr Report: Suffolk County Cllr Lindsay confirmed that SCC Highways trial use of Glycosulphate alternatives to control weeds had

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not been successful and new recommendations were to be submitted to SCC's Cabinet on 27th February.

2023/148.3: Parish Council Investments:

Cllrs Levett will submit the completed application form to open a Cambridge Building Society account once Cllrs agree the amount of Reserves to be deposited **(See Agenda Item 8.3)**.

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. Cllr Levett to meet with Cllr Fletcher to agree an agenda for discussion between the Parish Council and Cockfield Village Group. **(Item deferred until the 28th March Parish Council Meeting)**.

2023/188.2: Precept:

Clerk to submit Precept Application form to BMSDC before 31/01/24.

2023/193: Quiet Lanes: Cllr Morley to provide feedback to Windsor Green resident on the status of SCC's Quiet Lanes scheme.

2023/194: Jeffreys Green Signage: Cllr Morley to provide estimate for Jeffreys green signage **(See Agenda Item 14)**.

2023/195.2.1: Greens Management: Cllr Brinkley to instruct Cargate to pump out the Great Green sump.
The clerk to pursue pricing options with Vertas Group Ltd for Grounds Management.

2023/195.2.2: Glebe Land: Cllr Levett to issue annual lease renewal notices to allotment holders.

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. **New Policing Model:**

Steven Coughlan, Community Police Officer covering Sudbury Rural North to explain the new policing model and answer questions.

7. **Planning:**

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

DC/24/00631: Proposal: Application for a Lawful Development Certificate for an Existing Use or Operation or Activity including those in breach of a planning

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condition. Town & Country Planning Act 1990 - Confirmation that a Portacabin has been used as an office for over 10 years. Please see attached forms: Corner Farm, Lawshall Road, Cockfield, Bury St Edmunds Suffolk IP30 0JP (Consultation **Deadline: 29th February 2024**)

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

DC/23/05684 Discharge of Conditions Application for DC/21/03681 - Condition 4 (Agreement of Materials), Condition 7 (Approved Phasing of Development), Condition 8 (Sustainability of Development), Condition 9 (Biodiversity Enhancement Strategy), Condition 10 (Wildlife Sensitive Lighting Design Scheme), Condition 12(Construction Management), Condition 13 (Provision of Parking and Turning), Condition 14 (Refuse Bins and Collection Areas) and Condition 15 (Details of screen walls and fences): Land To The North West Of, Mackenzie Place, Cockfield, Suffolk. **(Conditions APPROVED)**

DC/24/00265: Discharge of Conditions Application for DC/23/03374 - Condition 7 (Great Crested Newt Method Statement), 8 (Biodiversity Compensation and Enhancement Strategy) and 9 (Wildlife Sensitive Design Scheme) Location: Buttons Green Farm, Buttons Green, Cockfield, Bury St Edmunds Suffolk IP30 0JF **(Conditions APPROVED)**

DC/24/00326: Discharge of Conditions Application for DC/22/06241 - Condition 9 (Materials): Three Horseshoes, Stows Hill, Cockfield, Bury St Edmunds Suffolk IP30 0JB. **(Conditions APPROVED)**

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 **(Planning Permission has been GRANTED)**

DC/24/00068: Householder Application - Erection of shed in rear garden to provide external store and associated fence Ludlam House, Great Green, Cockfield, Bury St Edmunds Suffolk IP30 0HJ. **(Planning Permission has been GRANTED)**

7.3 Request from resident for Parish Council to allow him to purchase land from SCC that was due to be transferred to the Parish Council.

8. Finance:

8.1 To receive a financial statement and report.

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

8.3 To agree the amount of Parish Council's Reserves to be deposited into the Parish Council's new Cambridge BS Parish Council Account.

9. School Request:

To consider a request from Cockfield Primary School for financial support towards the planned refurbishment and upgrade of the school library. The Clerk circulated a briefing paper to Cllrs in advance of the meeting.

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10. **Speed Limits on A1141:**
To consider Cllr Levett's Next Steps Options paper (circulated to Cllrs in advance of the meeting) and to agree the Parish Council's next steps.
11. **Village Website:**
 - 11.1 To approve Cllr Levett's paper (circulated to Cllrs in advance of the meeting) on the Website Working Group's Roles and Responsibilities.
 - 11.2 To receive a verbal progress update from Cllr Baber on the transfer of the Village Website to the One Suffolk domain.
 - 11.3 To approve the estimate from OneSuffolk to migrate the Village Website, including training, email accounts etc.
12. **Allotment Allocations:**
To agree the Parish Council's allotment allocation principles (circulated to Cllrs in advance of the meeting).
13. **Bio-Diversity Expenditure Initiative:**
To receive a verbal update from Cllr Levett.
14. **Earls Meadow/Bruffs Line/Jeffreys Green Signage:**
To approve a proposal from Cllr Morley to purchase signage at the entrances to Parish Council amenity land at Earls Meadow, Jeffreys Green and Bruffs Line.
15. **BMSDC Consultation Paper on Car Park Charging Policy:**
To agree the Parish Council's response to BMSDC's Consultation Paper on their proposed Car Park Charging Policy.
16. **Maintenance Schedule and Asset Management:**
 - 17.1 Maintenance Calendar (Full Review, February, June, October only)
To undertake full review of 2023/24 Maintenance Requirements for budget preparation purposes.
 - 17.2 Maintenance Matters by exception:
 - 17.2.1 Greens Management
 - 17.2.2 Glebe Land
 - 17.2.3 Earls Meadow
 - 17.2.4 Cemetery
 - 17.2.5 Playground
 - 17.2.6 Village Hall Car Park
 - 17.2.7 Parish Paths
 - 17.2.8 Pavilion
 - 17.2.9 Other Assets
18. **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:
 - 18.1 Suffolk Association of Local Councils (SALC) - Cllr Knight
 - 18.2 Highways and Emergencies - Cllr Cutting-Keyton
 - 18.3 Police/Fire - Cllr Cutting-Keyton.

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19. **Correspondence:**

Correspondence schedule circulated in advance of the meeting,

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

21. **Next Meetings:**

The next Ordinary Meeting of the Parish Council will be held on Thursday 28th March 2024 at 7.30pm in the Village Hall. Note: Subsequent Ordinary Meetings of the Parish Council will be held in the Village Hall on XXX 2024.



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