

BRUNDISH PARISH

COUNCIL



Minutes of the Meeting of Brundish Parish Council, held on 20th March 2014 in Brundish Parish Rooms - 110

18	Councillors Present:	Anthony Bryant, Chairman, Tony St Quinton, Gerald Western, Mark Hitchings, Roy Blyde	
19	Apologies for absence:	Celia Drakard, Helen Gillingham,	
20	In attendance:	Christine Smart, Parish Clerk Matthew Hicks, County Councillor for Thredling Division (Arrived at 8.20 p.m.)	
21	Minutes of the Meetings held on 23rd January 2014 and 13th February 2014	The minutes of these meetings were accepted as a true record.	
			Agreed Actions
22	Finance – Items for payment:	<p>1. Transfer of funding from main account to Village Green account so that the invoice for repairs to the Play Area might be met. This is the £60.00 donated by The Crown Public House. (Please also note item 30 below.)</p> <p>Invoice for payment is £47.50</p> <p>2. Payment of invoice to SALC for £60.00 – Local Council Administration Guidance</p> <p>3. Payment of invoice to SALC for £30.00 – Clerk’s attendance at Standing Orders Workshop – 30th January 2014</p>	All were approved

		<p>4. Payment of invoice to SALC for £30.00 – Clerk’s attendance at Annual Meeting of the Council Briefing – 31st January 2014</p> <p>5. To note payment of £35.00 to Office of the Information Commissioner in relation to Data Protection – 13th February 2014</p>	
23	The Precept	This had been approved by Mid Suffolk District Council	
24	<p>Accounts to 20th March 2014</p> <p>Proposed Budget 2014/15</p> <p>Item 4 from Minutes 108 – 23rd January 2014</p>	<p>Please see item attached to the Minutes.</p> <p>Please see item attached to the Minutes</p> <p>At the meeting held on 23rd January 2014, the Parish Clerk had been asked to review the feasibility of online, direct debit and standing payments. However, subsequent changes to S150 (s5) of the Local Government Act 1972 has escalated the importance of such changes to be agreed by the Parish Council. As the Council is to review and confirm its agreement to the Financial Regulations, it was agreed that this would form part of those actions. Councillor Hitchings agreed to review the Regulations with the Parish Clerk.</p>	<p>These were approved.</p> <p>Noted by Councillors</p> <p>Action to be taken by Councillor Hitchings and the Parish Clerk to the relevant documents forwarded to Councillors with Agenda for this meeting.</p>
25	Adjournment of meeting	The meeting was adjourned at this point to allow a Parishioner to present their concerns regarding the entrance to the Village Green and to the general maintenance required. They also mentioned that the Telephone Kiosk was to be painted in the Autumn.	Parish Clerk to liaise in respect of the June Playground Inspection.
26	Meeting reopened	The Chairman reopened the meeting.	
27	Village Green and Play Area	Village Fete - 20 th July 2014 update from the Chairman, Anthony Bryant. It was noted that Councillor St Quinton was assisting the Parish Council Chairman as the previous organiser had to withdraw. The Chairman is to produce a map for the May 2014 meeting to decide	To be actioned by the Chairman, Councillor Bryant

		<p>where stalls and features should situated.</p> <p>An application has been made for a grant for marquee which can be used by the Parish Council and the Parish Church. The cost will be about £700. The marquee will be fire proofed, and will need to be kept in a box to avoid the previous destruction by mice. The Brundish Events Group has been resurrected as need to have a chequeing account. The grant had been applied for by Councillor Drakard.</p> <p>Item 5 part 2 of the Minutes of 23rd January 2014 referred to the issue of access to the Village Green. An update was provided by the Chairman regarding the proposed “kissing gate.” It was suggested that where the entrance is currently blocked there would be a need for three posts to be strategically placed. The Chairman undertook to circulate photographs of the area from Google Earth. This showed that at the time of the inauguration of the Village Green, the hedge was only three feet high. It was suggested that it should be cut back. This would allow people walking to see cars and vice versa. Councillors were in agreement.</p> <p>Councillor St Quinton said that he considered the kissing gate would be the safest option. Other suggestions were also considered.</p> <p>The Council will make a decision regarding the access at its meeting on 15th May 2014.</p>	<p>Councillor Bryant to circulate photographs to Councillors.</p> <p>The Council will make a decision regarding the access at its meeting on 15th May 2014.</p>
28	Planning Matters –	<p>Location: Pine Tree House, The Street, Brundish</p> <p>Proposal: Retention of existing single storey outbuilding (retrospective application).</p> <p>Councillors approved the proposal</p> <p><u>The meeting was adjourned at this point so that Parishioners could speak on the next item.</u></p>	<p>Parish Clerk to advise the Planning Department at Mid Suffolk District Council of the Council’s decisions</p>

Location: Laurel Farm, The Street, Brundish

Proposal: Change of use of buildings from cleaning, drying and restoration business to class B8 (Storage & Distribution). Information forwarded to Councillors 16th March 2014 by email.

Following those representations, the Chairman, Councillor Bryant declared the meeting open.

The Parish Council undertook extensive discussion regarding the application.

The Chairman, Councillor Bryant had spoken to the Planning Department on 20th March 2014. It appeared to be a foregone conclusion and nobody from the Council was coming out to visit.

It was noted that a yellow notice had not been displayed. However, it was understood that this might have been delayed owing to a backlog across the District.

Consequently, Councillors agreed that it objected to the proposed change of use on the grounds that:

- a) The application was very light on substance and given the wide range of uses, B8 planning permission allows, Brundish P C is very concerned that it will allow unforeseen development in the future, without any safeguards.
- b) The following sections of the planning application form are incorrect:
 - 4) Site Address Details. The owners of Laurel Farm, Brundish, Woodbridge, IP13

		<p>8BL <u>do not</u> own the site.</p> <p>7) Waste Storage and Collection. Is a condition in 1075/99 4th Feb 2000.</p> <p>14) Existing Use. The site is currently Vacant, The building have not been used for a number of years.</p> <p>15) Trees and Hedges. The large hedge on the adjacent land could restrict access on to the narrow lane.</p> <p>19) Employment. No one is employed on the site.</p> <p>24) Site visit. The site can clearly be seen from Brundish Street and a number of houses including Laurel farm and Bell farm</p> <p>c) Insufficient notice has been given to the intention to change the usage of the site.</p> <p>d) When granting planning permission, (1075/99 Dated 4th Feb 2000) Mid Suffolk District Council felt it necessary to impose restrictions. These are just as relevant today as they were back in 2000.</p> <p><i>2. The parking and manoeuvring areas between the front of the building and the street as shown on drawing JB/03 shall be kept available for these purposes only.</i></p> <p><i>3. No materials or equipment (other than within motor vehicles parked on the site) shall be stored outside of the buildings. The only exception to this requirement extends to a skip for waste materials which shall be positioned against the south west elevation</i></p>	
--	--	--	--

(side) of the building as shown on drawing not JB/03.

5. The hours of working shall be Monday - Saturday 0800 to 1800 hours only with no working on Sundays and Bank Holidays.

The reasons given in the document dated 4th February 2000 included:

2. To ensure adequate parking is provided within the site in the interests of highway safety

3. In the interests of visual amenity and the character and appearance of the area

4. In the interests of the appearance of the development and the amenities and character of the area.

5 & 6 to enable the local Planning Authority to retain control of the development in the interests of amenity

e) Concern was also expressed in relation to the need for security and working Flood Lighting at the property at night and early morning. This would be detrimental to the property adjoining and others in the vicinity.

In 2008 the new owners of Laurel Farm were advised by the Mid Suffolk Planning Department, that a Planning application for flood lighting to illuminate a ménage would be refused:

"In the interests of visual amenity to reduce the impact of night time illumination on the character of this rural area."

		<p>As the site is adjacent to Laurel farm this should be added to the list of restriction.</p> <p>f) Currently entering and leaving the site is not suitable for long HGV's. nor is this part of Brundish Street, which is a very narrow single track lane with few places for cars to pull over and none for lorries.</p>	
29	<p>Reports from Mid Suffolk DC, Suffolk County Council and Police</p>	<p>Matthew Hicks was the only contributor to this part of the meeting.</p> <p>The Chairman closed the meeting so that Councillor Hicks could make his presentation.</p> <p>A mention had been made in February 2014 that there are 30 children in Suffolk still up for adoption. He suggested that information regarding this situation needs to be presented in the Parish Magazine.</p> <p>There has been a reduction in money available. Suffolk County Council is seeking to make a further £1.96 million of savings. This would be in education, broadband, care homes and highways. Some income may be derived from energy generated from burning of waste at Blakenham.</p> <p>Mid Suffolk District Council has raised Council Tax for Band D at about £5 per house. Suffolk County Council has voted through 1% increase in their fees over four years. At Mid Suffolk District Council, Councillors who are lowest paid have been advised that there payments should be increased by 6.9%.</p> <p>It was noted that Mid Suffolk District Council would be providing an update on planning changes and that Parish Councillors would be invited to attend.</p> <p><u>Following this presentation, the Chairman reopened the meeting.</u></p> <p>No other representatives attended the meeting. Neither were there any other reports submitted</p>	

		for consideration by the Parish Council.	
30	Clerk's Report	<p>At the meeting on 23rd January 2014, the Clerk made Councillors aware that she did not intend to claim the salary attached to the role of Parish Clerk. Subsequently, she has suggested that about fifty percent of this sum be transferred to the Village Green Fund. The remainder might be put into an emergency fund.</p> <p>The Parish Clerk has also taken on responsibility for Foot Paths in the Parish and will be arranging a weekend of 'walks' to ensure ease of access.</p>	Parish Clerk to arrange and advertise Foot Paths weekend
31	Standing Orders and Financial Regulations –	<p>Both Standing Orders and Financial Regulations were circulated to Councillors prior to the meeting.</p> <p>They considered that there had been insufficient time for these to be considered and asked that Councillor Hitchings and the Parish Clerk try to find time to go over these.</p> <p>It was noted that these are required to be agreed usually by 31st March.</p> <p>It was agreed that comments regarding both documents must be sent to the Parish Clerk by 25th March 2014.</p>	Councillor Hitchings and the Parish Clerk to agree documents for approval by all Councillors.
32	Correspondence	E- mails had been previously circulated. There was no other correspondence to draw to the Councillors attention.	
32	Dates of next meetings	<p>17th April 2014 – Annual Meeting of the Parish</p> <p>An email had been forwarded to potential speakers.</p> <p>15th May 2014 – Annual Meeting of the Council (AGM)</p> <p>3rd July 2014 – Meeting of the Parish Council (to coincide with the preparations for the village fete)</p>	

		<p>18th September 2014 – Meeting of the Parish Council</p> <p>20th November 2014 – Meeting of the Parish Council</p> <p>The time of all meetings will be 7.45 p.m.</p>	
		<p>The meeting closed at 9.23 p.m.</p>	