

# Little Waldingfield Parish Council

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## **Approved Minutes of the Council Meeting held on 5<sup>th</sup> July 2022 in the Parish Room.**

**Present:** Cllr Chris White (Chair), Cllr Stewart Braybrook, Cllr Robert Wheeler, Cllr Matt Foster

**Attending:** Cllr Philip Faircloth-Mutton (SCC) Cllr Margaret Maybury (DCC) & Cllr Clive Arthey (DCC). There were no members of the public present.

**1. Apologies and approval of absences.**

Cllr Sheppard sent his apologies and his absence was approved.

**2. Declarations of Interests by Members and Requests for Dispensations.**

No declarations of interest were made and no dispensations were requested.

**3. Approval of Minutes of the Previous Meeting held on 6<sup>th</sup> June 2022.**

Minutes of the previous meetings of the Parish Council on 6<sup>th</sup> June 2022 were received, approved as a true record, and signed by Cllr Braybrook.

**4. Reports by County Councillor and District Councillors.**

Reports were received from County Cllr Philip Faircloth-Mutton, District Cllr Margaret Maybury & District Cllr Clive Arthey. Copies of their reports and questions raised are contained in Annex A to these minutes.

**5. Public Forum.**

No members of the public were present.

**6. Co-option of new Member.**

Members, having reviewed her application and qualifying status, approved the co-option of Tina Impett as a Member of the Council.

The Chair confirmed that arrangements would be made for her acceptance of office form and the BDC register of interests to be completed as soon as possible.

**7. Clerks Report.**

Following a review of the Clerk's report there were no further actions requested of the Clerk. The report is contained in Annex B to these minutes.

**8. Planning Applications & Decision Notices.**

- a. Members noted the refusal of Application DC/22/0614 – Erection of 2 dwellings, Land to the Rear of The Grange, The Street, Little Waldingfield.
- b. Members noted the Discharge of Conditions Application DC/20/00402 –, The Swan, Little Waldingfield.
- c. Members considered the Discharge of Conditions Application DC/21/00149 – Priory Farm, Priory Green, Edwardstone, Part In Parish Of Little Waldingfield, and agreed that no comments were required.

- d. Members considered Applications DC/22/02972 (Householder Application & DC/22/02973 (Listed Building Consent) - The Priory, Church Road, Little Waldingfield. It was agreed to submit a “No Objection” comment.
- e. Members considered Application DC/22/03221 Listed Building Consent - The Old Vicarage Haymarket Little Waldingfield and agreed to support the application.

## **9. Finances.**

- a. Confirmation of Lloyd Bank Balances £27609.31 & £2524.59 (30 June 2022)
- b. Members reviewed and approved of Council's Bank Reconciliation (30 June 2022)
- c. Members noted receipts Bank Account interest £0.02 & C White (Sales of Commemoration Mugs) £264.00
- d. The following payments were presented and approved for Online Authorisation:-
  - i. BDC Dog & Litter Bin Emptying Service 2022/23: £462.06
  - ii. Insignia UK – Commemoration Mugs: £372.38
  - iii. Parish Room Invoice June/July 2022: £24.00
  - iv. SALC Invoice - 2021/22 Internal Audit: £193.20
- e. Members reviewed the Receipts & Budget, and Payments & Budget (@ 30June 2022) shown on the RFO report in Annex C.

## **10. Governance.**

- a. The updated Asset Register was approved by members.
- b. Member's Responsibilities were reviewed and changes agreed. The list will be updated on the Council's website & Noticeboard.
- c. Recruitment of new Clerk: the Chair informed the meeting that there were currently 14 vacancies for part- time Clerks in the Suffolk area so the likelihood of filling the post was slim. Discussions followed regarding operating without a qualified Clerk and employing an admin assistant. It was agreed to take advice and discuss the findings at the next meeting.

## **11. Highways & Footpaths.**

- a. The Footpaths Working Party requested costings be obtained for the cutting of those footpaths that are frequently used but not part of the current cutting programme. It was agreed to review the whole of the current cutting arrangements and determine whether improvements could be made.

## **12. Great Waldingfield Neighbourhood Plan Pre-submission Consultation.**

Members agreed there were no comments required in response to the consultation.

## **13. Questions to the Chair & Matters for Future Consideration.**

The were no questions to the Chair.

The possible employment of an admin assistant and a review of the footpath cutting programme were agreed as an agenda items for the next meeting.

## **14. Date of Next Meeting.**

The next meeting will be held on Tuesday 6<sup>th</sup> September 2022 at 7:30pm in the Parish Room.

The meeting closed at 9:05pm.

Signed: .....

Date: .....

## **Annex A -County and District Councillors Reports.**

### **SCC Philip Faircloth-Mutton**

Suffolk County Council have embarked on the second part of its £45 million programme to improve Special Educational Needs support throughout the County. £15.9 million has been allocated for an additional 54 to 72 places for additional tuition and support for our young people. In the last year a total of 500 places have been created.

Currently the Suffolk Archives for western Suffolk are located in Raingate Street in Bury St Edmunds and there will be an investigation this year into whether they should be moved to Western Way. Cabinet will be considering the findings of that report later in the year.

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A question was raised as to whether the investigation would consider the possible impact on the Town Centre of moving the Archives. Cllr F-Mutton confirmed this will be considered.

### **BDC Margaret Maybury**

Firstly, it was good to join in with the parish community at the Jubilee Tea. I have written to express my thanks and appreciation of the big community tea and the bonhomie atmosphere. Over the weekend I attended ten Jubilee events which included a brief visit to the Jubilee Lunch too at Little Waldingfield.

BDC had a council meeting this week and the two major topics were the HRA (Housing Revenue Account) planned business plan and a review of the work of Overview and Scrutiny during the last year. You may wish to view the recording of the meeting to understand the questioning of both items. Parishioners may like to know BDC owns over 4k tenanted homes which are worth in excess of £260m. Currently there is a programme to have all housing reach an EPC (Energy Performance Certificate) rating of C. BDC do hold housing with a banding of E, F, and G. New affordable building is still targeted at 65 pa for five years with a minimum insulation status of passive house or the equivalent. (stated in the HRA papers) Currently BDC have 796 on their waiting list for housing of this 260 are within Bands A and B which are the most needy. The most pressure is for two bedroomed properties where BDC have 338 on the waiting list. There is a push for all tenants to use digital means of communication and access to controls within their properties and I highlighted the need for broadband or equivalent to be included in the tenancy contract otherwise this is a hidden cost to those who may be finding it difficult to make ends meet.

I attended the official completion ceremony of the Gas Works Car Park in Lavenham which gives more parking facilities along with EV Charging points. I most informative booklet was produced by Professor Russell and is well worth a read. Information boards at the site also give the historic background to the gas works.

A member of the public attended the meeting and asked a question on the cost of security at the old council headquarters, Corks Lane. Quoting a figure of £9,000 pm the resident was as concerned as I have always been of the length of time it has taken to have the site developed. Recently an emergency position was taken on increasing the amount of money available to redevelop the site (£700k) however this does not show the true cost of the money needed for the redevelopment which has increased from £3.4m to £7m plus. I sincerely hope a profit is shown for all this investment.

A five point strategy has been developed to assist with the cost of living crisis but this currently does not include any specific funding. SCC is the lead council on this National strategy.

Several managers from the organisation are moving on which adds to the gap in the SLT (Senior Leadership Team) position at BDC. Gavin Fisk from Housing and Cassandra Clements from Environment are the latest to move to pastures new.

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Signed: .....

Date: .....

**BDC Clive Arthey**

The recent Cabinet meeting included a Cost of Living Action Plan and BDC's response to the EA Green consultation for electricity cabling. Details are on the Council's website. We are also ready to start work on development of the former BDC HQ site in Corks Lane, Hadleigh.

Some of you may have attended the recent presentation/exhibition in Sudbury Town Hall for the Hamilton Road regeneration project. Support was widespread for some exciting proposals for the re-development of this part of the town

The PC will have received a consultation on the 'Shared Prosperity Fund'. The timescale is incredibly tight, with BDC having to submit its Investment Plan to Government by 1<sup>st</sup> August. Hopefully you were able to support the principles which are worth £1m over 3 years. The Shared Prosperity Fund is a replacement for EU structural funding and is being administered at district level.

There have been recent engagement events and consultation continues on our Parking Strategy. Details are on the Council's website.

Figures have recently been released showing a £6m profit for CIFCO, the Council's commercial property company. MSDC and BDC also received £3.m in net income. More details are on the website.

The Housing Revenue Account (HRA) Business Plan considered at Council recently was approved by Cabinet this morning, along with the new Empty Homes Policy, the Rent and Service Charge Policy and the Allocations Policy review. Again, full details are on the website.

We were also pleased to receive favourable out-turn figures for 2021-2022, both for the General Fund and the HRA.

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Questions were raised concerning the redevelopment of the Council's Corks Lane site in Hadleigh. Cllr Arthey stated that it was going ahead in conjunction with the Angel Court site. All houses at Angels Court would be social housing and all houses on the Corks Lane site would be sold on the open market.

Further discussions were had concerning the Hamilton Road redevelopment scheme in Sudbury, particularly as to where buses would be able to park as the existing bus station is destined to become housing. Cllr F-Mutton informed that Sudbury Town Council had proposed the parking at the Train Station be improved with a multistorey car park and that the bus station is also located in that area to form a transport hub.

Signed: .....

Date: .....

## Annex B – Clerks Report

<b>Matters arising from Meeting 6th June 2022</b>	
<b>Minute</b>	<b>Action</b>
6. Clerks Report	Footpaths: Further email sent to Contractors requesting confirmation of when footpaths have been cut. Closed Churchyard/Cemetery: cleared areas are now being cut.
8c. Asset Register	New Bench and Planters added to Asset Register- value includes replacement costs including labour.
9a. Streetlights Croft Lea.	Email sent to LED Project Manager Suffolk Highways and reply received. [see attached 7(ii) & 7(iii)]
10. Telephone Box	Added to List of Members responsibilities

Signed: .....

Date: .....

## Annex C - RFO REPORT - 5th July 2022

### Receipts

	Date	Details	Power	Amount
BusBank Account				
	09/06/22	Interest		£0.02
Treasurers Account				
	28/06/22	C White - Sales of Commemoration Mugs		£264.00

### Payments

BusBank Account				
Treasurers Account				
	05/07/22	Babergh DC - Dog & Litter Bin Emptying	Litter Act 1983 Sect 5-6	£426.06
	05/07/22	Insignia UK - Commemorative Mugs	Loc Gov't Act 1972 s111	£372.38
	05/07/22	Parish Room - Room Hire	Loc Gov't Act 1972 s133	£24.00
	05/07/22	SALC - Internal Audit 2021-22	Loc Gov't Act 1972 s111	£193.20

### Actual vs Budget

<b>Income</b>				<b>Expenditure</b>			
	Budget	Actual	Difference		Budget	Actual	Difference
Precept	£9,181.00	£4,590.50	-£4,590.50	Office Expenses	£100.00	£31.80	£68.20
Grants Received	£550.00	£0.00	-£550.00	Insurance	£425.00	£0.00	£425.00
Donations Received	£0.00	£0.00	£0.00	Audit expenses	£160.00	£161.00	-£1.00
VAT Refunds	£1,100.00	£512.47	-£587.53	Maintenance	£0.00	£300.00	-£300.00
Bank Interest	£1.00	£0.06	-£0.94	Prof Fees & Subscriptions	£380.00	£257.00	£123.00
Miscellaneous	£0.00	£0.00	£0.00	Parish Room	£180.00	£52.00	£128.00
N'bourhood Plan	£0.00	£485.23	£485.23	Training	£600.00	£40.00	£560.00
Jubilee Mugs	£0.00	£264.00	£264.00	Donations Made	£200.00	£100.00	£100.00
				S137 Donations	£20.00	£0.00	£20.00
				Dog & Litter Bins	£380.00	£385.05	-£5.05
				Grass Cutting PRoW	£450.00	£0.00	£450.00
				Defibrillator	£300.00	£0.00	£300.00
				Closed Ch'yard	£550.00	£0.00	£550.00
				Grass Cutting	£260.00	£0.00	£260.00
				SID Scheme	£0.00	£0.00	£0.00
				Elections	£0.00	£0.00	£0.00
				Street Lighting	£350.00	£236.02	£113.98
				N'bourhood Plan	£0.00	£758.48	-£758.48
				Miscellaneous	£0.00	£0.00	£0.00
				VAT Paid	£1,100.00	£508.29	£591.71
				Platinum Jubilee	£0.00	£1,417.40	-£1,417.40
				Clerk Salary & Exp	£3,770.00	£0.00	£3,770.00
<b>Totals</b>	<b>£10,832.00</b>	<b>£5,852.26</b>	<b>-£4,979.74</b>	<b>Totals</b>	<b>£9,225.00</b>	<b>£4,247.04</b>	<b>£4,977.96</b>

Signed: .....

Date: .....