

Draft until signed

**Minutes of Battisford Parish Council Meeting
Tuesday 5th April 2016 at 7.30pm, Battisford Village Hall, Straight Road, Battisford**

Present: C Knock (Chairman), B Rhodes (Vice Chairman), C Nicholas (Councillor), N Cleaver (Councillor), J Olley (Councillor), J Truelove (County Councillor), D Whybrow (District Councillor)

Attending: S Meech (Clerk), J Budd (Public), G Cook (Housing Strategy Officer - MSDC/Babergh), N Ward (Corporate Manager – Community Planning/Heritage - MSDC/Babergh)

1. Apologies for absence

Cllr Skinner

2. Declarations of Interest

None received

3. Public Forum

Nothing for discussion

4. Minutes of meeting held on 23rd February 2016

Signed as a true and accurate copy of the meeting

5. Matters arising from the minutes

No matters raised

15. (b/f) Housing Needs Survey

Gill Cook and Nick Ward have attended Battisford Parish Council meeting following invitation from Cllr Knock to provide Battisford Parish council with information on the housing needs survey (HNS). The price for a HNS has been previously to high and Cllr Knock was of the understanding that a more affordable HNS is now available. Cllr Knock explains that it is felt that there is a lack of smaller housing within the village of Battisford. Gill Cook highlights that compared to other parishes within Suffolk, Battisford does have a high proportion of larger properties. The parish council are very keen to canvas the whole parish in order for the housing needs of residents to be shown. If a housing demand is highlighted then the possibility of meeting the need can be discussed, the HNS can assist in gathering the data required. Nick Ward advises that the HNS can inform the nature of future developments.

Gill Cook explains that the process of the survey can be broken down in order for Battisford Parish Council to carry out some of the work themselves, therefore reducing costs, such as printing up, circulating and then collecting the surveys. A decision would need to be made by Battisford Parish Council as to what the data is required for as this could affect the mechanisms and choices made with the questions asked with the HNS. Gill Cook advises that the costliest part of the survey will be the writing up and production of the report of the data collected. Gill Cook is to email over a sample survey so that Battisford Parish Council can consider whether they would like to proceed with a HNS and also to discuss which questions would be relevant for residents of the parish of Battisford.

Action – HNS to be reviewed and discussed by Battisford Parish Council at an extraordinary meeting Tuesday 26th April 2016

16. (b/f) Anglian Water/Drainage works update

Cllr Nicholas highlights how the road closure notice states an end date of the 15th May and this appears contradictory to the work being carried out. Cllr Knock confirms that he has spoken to Anglian Water and the date should actually be the 15th April and not May.

6. County Councillors Report

See Appendix 1

7. District Councillors Report

See Appendix 2

Cllr Whybrow advises also that there is still some confusion over item 20 house rates/council tax and he is still in the process of investigating if one property pays council tax to one parish but is voting under a separate parish

8. Parish Council Chairman's Report

Cllr Knock has nothing to report

9. Planning

a. Applications received for consideration

- i. 0732/16 – The Oldings, Hascot Hill, Battisford, IP14 2HL – Demolition of existing storage building and associated outbuildings. Change of use of land for the stationing of 2 holiday lodges and construction of associated visitor car parking and cycle storage. Deadline for comments extended to 6th April 2016 – All councillors support this application. **Action** – Clerk to advise MSDC that Battisford Parish Council are in support of this application, however, a comment is to be added to the response for safety and visibility of the entrance and exit to be investigated

b. Decisions received from MSDC

- i. 0073/16 – Garden House, Church Road, Battisford, IP14 2HF – Erection of two storey side and single storey front extensions. Erection of double garage and workshop with music room above following demolition of existing garage. Permission granted
- ii. 0191/16 & 0190/16 – Nayland Farm, Nayland Drive, Ringshall, IP14 2LS – Removal of existing derelict building. Erection of two bay cart lodge with office attached (following demolition of existing derelict building). Permission granted

10. Finance

- a. Accounts review to date** – Clerk advises Battisford Parish Council that no statements have been received from Barclays since Jan 2016. **Action** – Cllr Knock to enquire for online banking and also to request the missing statements from Jan 2016

b. Payments received

- i. Suffolk County Council (J Truelove) – Locality budget for defibrillation machine - £2,000.00 – Battisford Parish Council thank Cllr Truelove for this payment
- ii. NALC – Transparency Fund Application - £854.55
- iii. Combs Parish Council – Donation for village play area - £100.00 – receipt to be signed
- iv. MSDC (D Whybrow) – Play area locality award - £1,500.00 – Battisford Parish Council thank Cllr Whybrow for this payment

c. Payments to hand

- i. S Meech – Overtime & expenses from transparency fund – Internet set up and costs since November 2015 - £290.67 – All councillors agree payment. Cheque number – 100870 written and signed.

- ii. S Meech – Reimbursement for purchase of Battsford Parish Council laptop - £418.99 – All councillors agree payment. Cheque Number – 100871 written and signed.
- iii. BDCC – Maintenance and repairs at cricket club - £200.00 – All councillors agree payment. Cheque number 100872 written and signed.

11. Change of bank for current and savings account

Change of bank for Battsford Parish Council accounts is considered by the council but decided not to make a change at the present time and stay with Barclays bank

12. Standing order form for P Rushbrook

Cllr Knock and Cllr Rhodes sign the completed annual standing order form from P Rushbrook

13. Telecommunications mast – email received

An email received from another parish is read out explaining that they have been approached by a telecommunication company for installation of a telecommunication mast in areas such as clubs/playing fields and in return they will install floodlighting or give a cash payment.

Action – Cllr Cleaver to investigate this further

14. Defibrillation machine & training

Clerk advises that the defibrillation machine for the adopted telephone box has now been ordered and it is important that Battsford Parish Council book the training seminar. It is suggested that an evening maybe better than a weekend. Wednesday 18th May and Thursday 19th May 2016 are put forward by councillors for potential dates.

Action – Clerk to check dates with both Sally Winter and Martin Render

Action – Cllr Zethraeus to chase up adoption of the 2nd phone box within the village and whether this is viable

Action – Check with Cllr Skinner for payment from Santa’s float towards defibrillation machine now that it has been purchased.

17. SALC – Cllr Zethraeus

Cllr Zethraeus has resigned as the SALC representative for Battsford Parish Council, however, she feels it can be useful for a councillor to attend the meetings SALC present

Action – Cllr Cleaver is happy to take over from Cllr Zethraeus and clerk is to email SALC to advise of this change

18. Neighbourhood Watch

Cllr Zethraeus is still investigating the possibility of a neighbourhood watch scheme for the village.

19. Gate and security at village green

Cllr Knock advises that there are still some issues with tampering of the village green gate and people trying to enter the green at night. Cllr Nicholas raises how it will be even more important to ensure security at the village green once the new play equipment has been installed.

Action – Cllr Knock is to investigate the cost and fitting of a metal gate at the village green and also to chase up the police for an update into their investigations

20. House rates/council tax

Cllr Whybrow is still investigating this query for Battsford Parish Council

21. Battsford Preschool school safety sign to be considered as unable to erect a safety mirror

Clerk advises Battsford Parish Council that the preschool has enquired about having a safety mirror fitted at the entrance to the preschool for safety as visibility is poor when entering or exiting the preschool and they have been advised that this is not possible. The preschool committee are now asking if Battsford Parish Council will consider purchasing and erecting a caution school sign instead. All councillors agree that if a sign is to be purchased Battsford Village Hall Management Committee and Battsford Preschool should be approached for payment to be shared.

Action – Clerk to enquire with Suffolk Highways as to whether a school safety sign can be erected and why a mirror cannot, also to see if any other safety measures can be arranged.

22. Correspondence

23. Any other business raised by councillors for inclusion on the next agenda

- Housing Needs Survey
- Telecommunications Mast
- School safety sign

24. Date and time of next meeting – Tuesday 17th May 2016 – includes AGM

Appendix 1

PARISH REPORT APRIL 1ST 2016 BOSMERE DIVISION

County Councillor Julia Truelove

MID SUFFOLK NEIGHBORHOOD TEAM - PUBLIC MEETING

I attended this meeting, held on the 21st March in Stowmarket, when the new model of policing was shared. Among the key changes noted were those giving details of staff reductions;

- o Inspectors 4, Sergeants 6 Constables 16 Police staff 17 PCSO's 68
- o Reorganisation of policing areas from 15 to 9 o Reduction in Police bases from 33 to 18
- o Roles and works of the operation teams to function within Safer Neighbourhood Teams

Among the benefits envisaged are those resulting from closer working with partners, a flexible workforce and a focus on increased prevention. Planning is under way for further joint facilities in Stowmarket.

I asked about the future role of Safer Neighbourhood teams, as no mention was made of them during the presentation. I remain concerned as they need to be fully recognised as the 'eyes and ears' of the community now that PCSOs will no longer be functioning as they once used to do.

DEVOLUTION PROPOSALS

Following the rejection by Cambridgeshire to the three counties joint plan, another deadline in June has been set, anticipating the problems by then, will be resolved. Areas covered include transport and infrastructure, flooding, utilities, digital, and planning and development. No opportunity has yet been afforded to all elected members of the County Council seeking their views.

BUS TIMETABLE BOOKLETS DISCONTINUED

Timetable booklets will no longer be printed after April. Customers will be able to access information on www.suffolkonboard.com. Timetables will continue to be displayed at bus stops. Enquiries can be made by telephoning 0345 6066067. Time tables can be copied and displayed on Parish notice boards.

COMPOSTING OFFER

Residents can now purchase subsidised compost bins. 220 litres for E8-99, 330 litres for E9-99. This is 50% off the normal price. Those who choose to buy one compost bin can get another of the same size for half price. All purchasers will be offered an advisory leaflet. Purchasing details can be found by calling 0844 5771 4444 quoting SUF16L or visiting www.getcomposting.com.

ONELIFE SUFFOLK -INTEGRATED HEALTH SERVICES

New arrangements under one point of contact are now in place. Services will now include measures to help to stop smoking, adult and child weight management, NHS Health Checks and

advice about physical activity. All ages will be catered for and support targeted towards helping people live healthier lives.

Appendix 2

Report to Battisford Parish Council for Full Council Meeting on Tuesday 5th April 2016 from David Whybrow, Mid Suffolk District Council

1.0 Planning (since 23rd February 2016 to date of report)

1.1 Validated -

1.1.1 The Oldings, Hascot Hill, Battisford IP14 2HL

Reference 0732/16

Demolition of existing storage building & associated outbuildings. Change of use of land for the stationing of 2 holiday lodges and construction of associated visitor car parking and cycle storage.

Validated 19 Feb 16

Consultation expiry 11 Apr 16

Target Determination 15 Apr 16

1.2 Decisions –

1.2.1 Garden House, Church Road, Battisford IP14 2HF

Reference 0073/16

Erection of two storey side and single storey front extensions. Erection of double garage and workshop with music room above following demolition of existing garage.

Decision - Grant

1.3 Permitted Developments – I'm not aware of any PD's within the parish during the reporting period.

1.4 Other Matters – Wonderlier Farm, Straight Road, Battisford

The Enforcement Notice served on the landowner on 11th February 2016 requiring the use of the land and buildings for the keeping of birds to cease, and for all birds to be removed from the site within 12 months of the date the Notice came in to effect as of 14 March 2016. No Appeal was made against the Notice. The compliance period expires on 13 March 2017. It is hoped that dispersal of the birds will happen sooner rather than later to mitigate the continuing loss of residential amenity by neighbours.

A Senior Planning Enforcement Officer, Simon Bailey, carried out a 'progress' site visit on the 1 March 2016 as a bench-mark to measure progress of dispersal of the collection. He observed circa 108 birds located in the main barn.

Species noted were as follows - 63 Amazons/Pionus; 16 Caique/Pionus; 20 Macaws; 9 Cockatoos.

It appears at this stage that the landowner is acting cooperatively and with the intention of complying with the requirements of the Enforcement Notice. Further monitoring visits are planned – the next one will be in approximately three months. The aim of these visits is to engage with the owner with a view to achieving full compliance with the Enforcement Notice and ensure cessation of any activities or operations which are referred to by the Notice and/or considered inappropriate. Following discussion we have concluded that any third party presence at the monitoring site visits may be a hinderance to resolution rather than a benefit.

2.0 Council Tax for year 2016/17

The MSDC element of the Council Tax has been increased for a Band D property by £2.97 for the year which is less than 6p per week. For the largest properties in our district this will still only be a £5.94 increase and for those with the smallest properties it will be just £1.98.

I did not vote in favour of this increase.

Attached in the Appendices are the following documents

- 2016/17 Leaders Statement – Mid Suffolk District Council/ Suffolk County Council/ Police and Crime Commissioner
- 2016/17 Mid Suffolk District Council Financial Information

3.0 Parish Boundary Review 2009 and Council Tax collection.

Following the February BPC Mtg and further advice received from Cllr Nicholas I raised the question as to whether the properties “moved” into Battisford were now, and had been, precepted at the Battisford rate and that the associated monies are paid to Battisford Parish Council.

The properties I quoted are as follows -

In Stoke Farm Drive - Peverills; Stoke Orchard; The Anvils

In Straight Rd - Old Stoke Farmhouse

In Nayland Drive - The Walnuts; Nayland Farm; Nayland Barn

In Cobbold Close - Nos 1-4

In Burnt House Lane - Bevants Farm & Bevants Barn

In Laburham Close - Nos 1-4

In Anvil Acre - 4 houses (names not known)

The responses received separately from Revenue Team Officers were as follows.

- “Thank you for your email concerning a 2009 boundary change. I can confirm that the properties listed are charged the precept rate for Battisford and are included in the tax base for Battisford. This change happened back in 2009.”

- “The properties that were included in the boundary change were given a Battsford parish reference number for Council Tax purposes from 1 April 2009. They were included in the calculation of the Band D equivalent for the parish precept for that year. I have not been able to find the property called Stoke Orchard and The Anvils has always been in Battsford.”

Subsequently further information received suggests that the responses I received may not be correct. Specific mention has been made of “Stoke Orchard” which as apparently precepted by Ringshall.

The latest Parish Electoral Roll identifies electors at the following addresses as being in Battsford

In Stoke Farm Drive - Peverels & The Anvils (Chesworth, Cottingham, Ravenscroft and Stoke House are also in Stoke Farm Drive but not Stoke Orchard)

In Straight Rd - Old Stoke Farmhouse and Stoke Farm

In Nayland Drive - The Walnuts & Nayland Farm

In Mill Lane (not Nayland Drive as noted above) - Nayland Barn

In Cobbold Close - Nos 1, 2 (Peewits), 3 (Thistle Lodge), & 4

In Burnt House Lane - Bevants Farm & Bevants Barn

In Laburham Drive (not Close as referenced above) - Nos 1-4

In Anvil Acre - Nos 2, 3 (Tamarind) and 4 – note no registration at No 1.

I await further advice from the Revenue Team following my latest communication.

4.0 Mid Suffolk – Highlights and Achievements for 2015/16

I’ve appended the above to this report for your information. We often have tendency to be quick to condemn – this document celebrates some of the achievements of MSDC in the last year.

5.0 Town and Parish Council Newsletter March 2016

I’ve appended the above to this report for your information.

6.0 Conclusion

I trust the forgoing is informative and relevant.

Finally, if there are specific matters that you would like me to investigate or report on – just ask.

Contacts details as follows:

david.whybrow@midsuffolk.gov.uk david@dswwhybrow.com

07799 068 926

Or visit me at The Old Rectory, Stowmarket Road, Ringshall. IP14 2HZ

Appendices

- 2016/17 Leaders Statement – Mid Suffolk District Council/ Suffolk County Council/ Police and Crime Commissioner
- 2016/17 Mid Suffolk District Council Financial Information
- Mid Suffolk – Highlights and Achievements for 2015/16
- MSDC Town and Parish Newsletter March 2016

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