

# **ELMSWELL PARISH COUNCIL**

**Minutes of the Annual Council Meeting** held on

**Monday 21<sup>st</sup> May 2018 at 7.00 pm**

at The Blackbourne, Blackbourne Road IP30 9UH

**Present:** Cllrs Burch, Edmonds, Friend, Hawes, Ms Indurain, Pallett (Chairman), Pratt, Schofield, Mrs Taber (arrived 7.21pm)

**Attending:** District Council Ward Member Mrs Sarah Mansel (arrived 7.48pm)  
Parish Clerk Mr Peter Dow  
4 members of the public

18.05.01 **Proposal: Cllr Hawes;**  
**That Cllr Pallett be the Chairman of the Council for the coming year.**  
Seconded Cllr Pratt  
**Proposal carried**

18.05.02 **Noted:**  
That the Meeting received the Chairman's Declaration of Acceptance of Office.

18.05.03 **Proposal: Cllr Burch;**  
**That Cllr Pratt be Vice Chairman of the Council for the coming year.**  
Seconded Cllr Edmonds  
**Proposal carried**

18.05.04 **Noted:**  
That there were no reports from the Planning Committee or from the Complaints Committee.

18.05.05 **Noted:**  
A report from the Council Chairman for the year 2017/2018.

18.05.06 **Resolved:**  
**That, as per the Annual Governance and Accountability Return under the Accounts and Audit Regulations 2015, this Council approves the accounts for the 12 months ended 31.03.18, tabled as Appendix A, and authorises the Chairman and the Responsible Finance Officer to sign them as approved.**

18.05.07 **Resolved:**  
**That this Council receives and approves the Risk Assessments scheduled at Appendix B as being a proper assessment of the risks facing the Council and that they demonstrate that appropriate management of those risks is in place and that the Chairman of this Meeting should sign the Financial Risk Assessment thereby tabled as properly reflecting the assessment of the Council's financial risk.**

18.05.08 **Resolved:**  
**That Council acknowledges receipt of the Internal Audit Report on the year ending 31.03.18, as commissioned from Mr Trevor Brown, as authorised under 17.11.14 and tabled as Appendix C, noting that Council continued to maintain effective governance arrangements including a robust framework of financial administration and internal controls and that there were no comments or recommendations made which require action on the part of either the Council or the Council's Responsible Finance Officer.**



- 18.05.17 **Noted:**  
Confirmation that the Signatories to the Council's cheque account with the Co-op Bank are Cllrs Burch, Edmonds, Hawes & Wiley, any two to sign.
- 18.05.18 **Noted:**  
Confirmation of the third member of the Newsletter Report editorial board as Cllr Friend.
- 18.05.19 **Noted:**  
19.1 An apology for absence was noted from Cllr Barker as he had a prior commitment;  
19.2 An apology for absence was accepted from Cllr Wiley as he had a work commitment.
- 18.05.20 **Resolved:**  
**That the Minutes of the Council meeting dated 16<sup>th</sup> April 2018, as tabled, be agreed as a true record.**
- 18.05.21 **Noted:**  
The following when any Members' Declarations Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interests in subsequent agenda items were invited and any additions or deletions to the Council's Register of Interests noted;  
21.1 Cllr Ms Indurian declared a Local Non-Pecuniary Interest in agenda item 26.3 as she was a member of ElmsWild whose Lukeswood facility is an immediate neighbour to the site.
- 18.05.22 **Noted:**  
That there were no further reports from from external bodies and the following when public comment or questions were invited on any Agenda items:  
22.1 A member of the public suggested that the distribution of supporting papers to members of the public attending would be an advantage. The Clerk explained that this had been recent practice but that the volume of such paper imposed a significant cost and workload given the unknown number of public attendees. Furthermore, all supporting papers are posted on the website. He undertook to provide hard copies of all relevant documents to two members of the public present.  
22.2 A member of the public spoke to highlight the situation on Wetherden Road where possible over-development of a domestic site is claimed. The Clerk read from an MSDC Planning Enforcement letter promising action by way of a site visit and pointed out that this letter had been 3 months in coming.
- 18.05.23 **Noted:**  
The following correspondence;  
23.1 The Clerk confirmed his response to a resident, as copied to all Councillors, regarding the need for action to prevent parking problems and to address highway issues in the village.  
23.2 The Clerk confirmed that he had been in correspondence with householders at Crown Mill re the birdsmouth fencing there and that he and the Chairman had attended on site.
- 18.05.24 **Noted:**  
The meeting received the Clerk's report as per Appendix F.
- 18.05.25 **Noted:**  
That when any Complaints Committee business for information, to be noted, or for inclusion on a future agenda was invited none was forthcoming and that the date of the next Complaints Committee meeting was not known.
- 18.05.26 **Noted:**  
Planning Results as received from Mid Suffolk District Council:  
26.1 **Application DC/18/00735**  
Erection of single storey front and side extensions...  
4 Pyes Meadow GRANTED EPC objected

26.2 **Application DC/18/00930**  
Erection of replacement roof to existing conservatory  
26 Eastern way GRANTED EPC supported

26.3 **Application DC/18/00367**  
Erection of 3 no. dwellings and associated garages..  
St Johns House, Church Road GRANTED EPC objected

18.05.27

**Noted:**

Planning Applications referred from MSDC for comment:

27.1 **DC/18/01497**

**Application for Lawful Development Certificate for Existing Use associated with conversion of farm buildings to provide three self contained cottage units and three units of bedroom accommodation including car parking area approved under planning permission 788/91 without compliance with condition 2.**

**Kiln Farm Guest House, Kiln Lane**

Councillors made no objection to this application

27.2 **DC/17/02349**

**Proposed development of 1 no. petrol filling station and 2 no. drive through restaurants, together with various infrastructure and landscaping works  
Land off the A14 (Further information provided)**

Councillors agreed unanimously that there was no reason to deviate from their original objection as lodged with MSDC

27.3 **DC/18/01279**

**Proposal: Hybrid Application. (1) Erection of 2No warehouses, 2No offices, creation of car parking and storage yards, landscaping, sustainable urban drainage system, infrastructure and highway improvements. (2) Outline Planning Application. (Access and Landscaping to be considered) for erection of 1No warehouse, erection of an office and associated car parking and storage yard.**

**Land At Lawn Farm, Warren Lane, Woolpit (Additional information submitted)**

Councillors agreed unanimously that there was no reason to deviate from their original objection as lodged with MSDC

18.05.28

**Resolved:**

**That the Clerk makes known the Council's comments on the Planning Applications on this Agenda to The Professional Lead, Growth & Sustainable Planning at Mid Suffolk District Council.**

18.05.29

**Noted:**

The following when any other Planning business for information, to be noted or for inclusion on a future agenda was invited;

29.1 The Clerk confirmed that MSDC Planning Enforcement had acknowledged the request made in February for a site visit to a house in Wetherden Road to investigate complaints of possible over-development.

29.2 The Meeting agreed that an Extraordinary Meeting of Council be called to discuss Planning Application DC/18/02147, for extensions at 36 Thedwastre Close, and Planning Application DC/1802146 for up to 105 dwellings on land to the North & West of School Road

18.05.30

**Noted:**

Authorised payments made and income received as per Appendices G and H and an indicative financial overview as at 30.04.18.

18.05.31

**Resolved:**

**That proposed payments, scheduled as Appendix J, be authorised.**

- 18.05.32      **Noted:**  
The Balance as per Appendix K and the Chairman's confirmation that the relevant bank statements and computer report verify the published figure.
- 18.05.33      **Noted:**  
The following when public comment or question was invited on any matter relevant to Council business;
- 33.1      There was discussion around the commendation from a member of the public regarding the thorough process of discussion and evaluation by Council of Planning Applications forwarded for comment by MSDC and regret that so much of the resulting advice and recommendation was, apparently, subsequently ignored.
  - 33.2      The Clerk confirmed that he was soon to begin the annual round of requests to households to cut back nuisance hedges.
  - 33.3      There was discussion around the possibility of more vehicle Activated Signs to help to slow down traffic in the village and the suggestion of extending the 40mph speed limits between Elmswell & Wetherden and between Elmswell & Great Ashfield, from which no action was determined.
  - 33.4      Cllr Friend undertook to take up once more with Messrs Abellio Greater Anglia the possibility of the provision of a passenger shelter on the south-side platform and the installation of real-time electronic information boards at Elmswell Station.
  - 33.5      The Clerk confirmed that he was pursuing the long term aim of removing the A1088 weight restriction.
- 18.05.34      **Noted:**  
The following other Council business for information, to be noted, or for inclusion on a future agenda;
- 34.1      The Clerk confirmed that he would investigate current flooding at Bunkers Hill.
- 18.05.35      **Noted:**  
That the next ordinary meeting of Council was scheduled for Monday 18<sup>th</sup> June beginning at 7.30 p.m. at the Blackbourne.
- 18.05.36      **Noted:**  
That the meeting closed at 9.21pm.