

Stonham Aspal Parish Council

Minutes of the Annual Parish Council Meeting

held at 8:00pm on Tuesday 16th May 2023 at the Village Hall,

Present: Cllr Emberson (Chair), Cllr Mullings, Cllr Mitson, Joined by co-opted councillors Cllr Morley and Cllr Noble

Attendance: 2 members of the public

23.30	Election and appointment of the Chair of the Parish Council for the year 2023/24 All council members were asked if they would like to take on the role of Chair. The only volunteer was Cllr Emberson. Cllr Mullings proposed the appointment, Cllr Mitson seconded it and the council unanimously elected Cllr Emberson as the Chair. The acceptance of office form was signed
23.31	Election and appointment of the Vice Chair of the Parish Council for the year 2023/24 All council members were asked if they would like to take on the role of Vice-Chair. Cllr Wright had advised members outside of the meeting he would be happy to continue in the role, no other members put themselves forward. Cllr Mullings proposed the appointment, Cllr Emberson seconded it and the council unanimously elected Cllr Wright as the Vice-Chair. The acceptance of office form will be signed at the next meeting
23.32	Apologies for Absence Apologies had been received from Cllr Wright and Cllr Betts and their absences were approved by the meeting
23.33	Declaration Pecuniary and non Pecuniary Interest There were no interests to declare
23.34	Co-option to fill two vacancies Applicants were given an opportunity to add to their applications and councillors to ask questions, members then retired to discuss the applications privately and returned to the meeting to conduct a public vote. The Chair explained the process to the meeting and listed the applicants alphabetically by surname. In the first round of voting, Sarah Noble was unanimously co-opted to the seat and in the second Suzie Morley was unanimously co-opted to the seat. Acceptance of office forms were signed. The Chair thanked other applicants.
23.35	There was a brief return to the APM to hear from two speakers who had arrived late due to attending other APMs
23.36	Governance
23.36.1	Review and adoption of Standing Orders – Standing orders had been reviewed and were agreed by Cllr Emberson, Cllr Mitson and Cllr Mullings and adopted by the council.
23.36.2	Review and adoption of Financial Regulations – Financial regulations were reviewed and agreed by Cllr Emberson, Cllr Mitson and Cllr Mullings and adopted by the council.
23.36.3	Annual Risk review – The annual risk assessment and internal controls were reviewed by Cllr Emberson, Cllr Mitson and Cllr Mullings and were agreed by the meeting.

<p>23.36.4</p> <p>23.36.5</p>	<p>Agree dates and frequency of meetings for the coming year Members unanimously agreed to continue with 10 meetings per year excluding August and December (4 urgent matters only: February, April, June, October and 6 full May, July, September, November, January and March). Meetings will take place on the third Tuesday of the month.</p> <p>Review and approval of the members responsibilities for 2023/24 Cllr Nobel expressed an interest in being the council representative on the Metcalf charities. She would also like to take on the subject of environment and sustainability.</p>
<p>23.37</p>	<p>Approval of previous minutes from the meeting on 21st March 2023 Minutes of the meeting on 21st March 2023 were unanimously approved by those present as an accurate record of the meeting and signed by the Chair</p>
<p>23.38</p>	<p>Contributions by Members of the Public Members of the public asked about the results from the speed survey in Mill Green which will be circulated to all.</p> <p>There were also concerns about signs and reoccurring potholes along with the faded white lines at The Tap junction between the A140 and A1120. To be taken up with highways and County Councillor</p>
<p>23.39</p> <p>23.39.1</p> <p>23.39.2</p> <p>23.39.3</p>	<p>Planning Consideration.</p> <p>Consideration of Planning Applications</p> <p>DC/23/01201 Full Planning Application - Change of Use of agricultural land to residential garden land to serve Angel House. Land To The Rear Of Angel House Norwich Road Earl Stonham Stowmarket Suffolk IP14 5DW Members unanimously agreed that they had no comment to make on the change of use but would like to see a condition that any permanent structure would need planning permission.</p> <p>DC/23/02180 Planning Application. Excavation of a leisure lake, construction of car park and changing rooms. (Resubmission of DC/22/04179) Stonham Barns Pettaugh Road Stonham Aspal IP14 6AT Members unanimously agreed that the application was not materially different from the original except for the absence of the football pitch and therefore previous comments stand. They also commented that it differed from original plan in that the lake was larger, that the changing rooms conflicted with previous landscaping and that the carpark is on agricultural land.</p> <p>Decision notices Members were made aware of the following decision notices DC/22/06038 Proposal & Location of Development: Application for Outline Planning Permission (Access points to be considered, Appearance, Layout, Landscaping and Scale to be reserved) Town and Country Planning Act 1990 (as amended) - Sub division of garden and erection of 4No dwellings and garages (re-submission of withdrawn application DC/21/06597). The Junipers, The Street, Stonham Aspal, Stowmarket Suffolk IP14 6AL GRANTED</p> <p>DC/22/05689 Application under S73A for Removal or Variation of a Condition following grant of Planning Permission DC/19/05896 dated 10.02.2020 for Erection of 4no. dwellings, creation of vehicular access, car parking and associated landscaping. Town and Country Planning Act 1990 - To Vary Condition 2 (Approved Plans and Documents) to include rear additions and alterations to</p>

	<p>internal layout. Land Adjacent Ubbeston Hall, Stowmarket Road, Stonham Aspal, Stowmarket Suffolk IP14 6AD GRANTED</p> <p>DC/22/04978 Full Planning Application - Change of use of buildings/land to 1no. residential dwelling with carport Red House Barn, Mickfield Road, Stonham Aspal, Stowmarket Suffolk IP14 5LT GRANTED</p> <p>DC/22/06074 Full Planning Application - Severance of garden and erection of 1No dwelling, detached garage and creation of new access (following part demolition of outbuilding). High Elm Bungalow, Crowfield Road, Stonham Aspal, Stowmarket Suffolk IP14 6AW REFUSED</p> <p>DC/22/04179 Full Planning Application - Change of use of land to football pitch (Outdoor Sport /Recreation Class F2c), Excavation of a Leisure lake, Construction of Car Park and building for changing rooms Stonham Barns, Pettaugh Road, Stonham Aspal, Stowmarket Suffolk IP14 6AT REFUSED</p> <p>DC/22/05510 Full Planning Application - Change of use and extension to existing workshop and store from residential to business use (B2/B8), and installation of solar panels to roof slopes. Broad Green Cottage, Pettaugh Road, Stonham Aspal, Stowmarket Suffolk IP14 6AT GRANTED</p> <p>PRIOR APPROVAL - AGRICULTURAL TO FLEXIBLE USE - DC/23/00720 Notification under Schedule 2 Part 3 Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015 Proposal: Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to a flexible use within Storage or Distribution (Use Class B8), Hotels (Use Class C1), Commercial/Business/Service (Use Class E) - The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class R - Change of use of Agricultural building to Flexible Commercial use - Class E (Bakery) Location: Broughton Hall, Stowmarket Road, Stonham Aspal, Stowmarket Suffolk IP14 6AD PRIOR APPROVAL GIVEN</p> <p>Proposal: Application for a Non-Material Amendment relating to DC/19/02299 - Amendments as detailed on Letter Ref: GA/DJ/05222/L0001 Received 15/03/2023 Location: Land South Of, The Street, Stonham Aspal, Suffolk APPROVED</p> <p>DC/23/00061 Householder Application - Replacement of concrete render with lime render, replacement of broken soffits, repointing of chimney stacks with lime render, replacement of broken guttering, and replacement of fence Valley Farm, Stowmarket Road, Stonham Aspal, Stowmarket Suffolk IP14 6AA GRANTED DC/23/00062 LISTED BUILDING CONSENT GRANTED</p> <p>23.39.4 Stonham Barns update Ashfield cum Thorpe and Crowfield Parish Councils had both asked if these meetings were still happening and if so could they attend. It was pointed out that Crowfield had been invited to previous meetings but had not attended. Cllr Emberson confirmed that he had been waiting on a response from Kathy Nixon and Tom Barker since October. Clerk to chase. There had been an informal meeting with the new events organiser at the site.</p> <p>23.39.5 Other planning matters There were no other planning matters.</p>
<p>23.40</p> <p>23.40.1</p>	<p>Finance</p> <p>Request for payments The following payments were unanimously approved by members and the authorisation sheet signed by Cllr Emberson and Cllr Mullings.</p> <ul style="list-style-type: none"> • Clerks Salary for April and May £408

<p>23.40.2</p> <p>23.40.3</p> <p>23.40.4</p>	<ul style="list-style-type: none"> • Working from home payment March and April £36.00 • SALC Training for Cllr Tydeman £62.40 • MSDC Dog waste bin emptying £167.51 • SALC Annual Membership £288.53 <p>Review and approval of asset register Members reviewed and unanimously agreed the asset register.</p> <p>Review and approval of bank reconciliation to 31st March 2023 Members reviewed and unanimously agreed the bank reconciliation was accurate.</p> <p>Review and approval of income and expenditure against budget to 31st March 2023 Members reviewed the income and expenditure against budget to 31st March 2023 and requested more detail on the split of money between CIL and general reserves on future reports, and that CIL money and allocated amounts be moved to the Business Premium account.</p>
<p>23.41</p>	<p>Recreation ground Review of recreation ground report no urgent repairs. Surface around swings and other repairs need to be done. Cllr Mullings and Cllr Betts to discuss.</p>
<p>23.42</p> <p>23.43</p> <p>23.44</p> <p>23.45</p>	<p>Highways Update on Current Issues and Matters Arising</p> <p>Speed survey on Scotts Hill / Mill Green Survey results to be circulated more widely. They do not indicate any real danger.</p> <p>Speed limit on Mickfield Road The members agreed that they had no view on the reduction of the speed limit. However, they felt that signage and visibility at the junction and markings where the limit changes to a 30 zone could be improved.</p> <p>Other Highways matters Purchasing of new SID get quotes, and ask County and District councillors for funding.</p>
<p>23.46</p>	<p>Renewal of Trustees to village charities</p> <p>The renewal of the following trustees was agreed unanimously by members:</p> <p>Ian Wright MGC, OT and SPF 3rd July 2020 to 2nd July 2024 MEF 27th November 2022 to 26th November 2027</p> <p>David Tydeman MEF 6th December 2023 to 5th December 2026</p> <p>Ruth Crane MEF 5th March 2023 to 4th March 2026</p> <p>Marian West MGC, OT & SPF 17th November 2021 to 16th November 2028 MEF 17th November 2021 to 16th November 2028</p> <p>Peter Emberson MGC, OT & SPF 15th March 2023 to 14th March 2028 MEF 15th March 2023 to 14th March 2028</p>

	It was thought that Rob Stevenson may be the Parish Council representative and as he is no longer a member of the Parish Council this needs to be clarified before confirming.
23.47	Resurfacing of Tennis Courts parking Planning permission is required will revisit funding when approved
23.48	Recruitment of new clerk To be advertised in Village magazine, website and SALC. Job description and salary scale to be agreed with Chair SALC confirm limited availability of locums.
23.49	Dates of the Next Meetings June 20 th 2023 July 18 th 2023
23.50	Chair closed the meeting closed 22:17