

GREAT WRATTING PARISH COUNCIL

MINUTES

Minutes of a meeting of Great Wratting Parish Council held on Wednesday 15th April 2020 at 7 pm
(The Covid-19 restrictions ruled out the possibility of a physical meeting, so the meeting was held online.)

Councillors present:

Cllrs Diana Curtis (Chairman), Terry Holloway (Vice-Chairman), Neil Curtis, Dawn Fisk, Beverley Griffin, Margaret May and Tim Hayes.

In attendance:

County Cllr Mary Evans, Suffolk County Council (for part of meeting)
District Cllr Peter Stevens, West Suffolk District Council (for part of meeting)
Richard Bowler (Parish Clerk)

Public forum:

There were no members of the public present.

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| 1. | <u>APOLOGIES FOR ABSENCE</u>
To accept any apologies, with reasons for absence
None | |
| 2. | <u>MEMBERS' DECLARATIONS OF INTEREST</u>
To receive members' declarations of interest in items on the agenda
Cllrs D and N Curtis, as friends and neighbours of the applicant, declared an interest in Item 6a(ii).
Cllr Griffin, as a friend and neighbour of the residents at 4 Moor Pasture Way, Great Wratting, declared an interest in Item 17a. | |
| 3. | <u>MINUTES OF THE PREVIOUS MEETING(S)</u>
To approve the minutes of the Parish Council meeting held on 19th February 2020
The minutes of the Parish Council meeting held on 19 th February 2020 were approved.
(The meeting due to be held on 18 th March 2020 was cancelled because of the Covid-19 crisis.) | |
| 4. | <u>MATTERS ARISING</u>
a) The Chairman had drafted a letter to Karro Food Group about the condition of the wall along the boundary of their site in Little Wratting, but it had not yet been sent. | DC |
| 5. | <u>LOCAL AUTHORITY REPORTS</u>
a) Suffolk County Council (SCC)
County Cllr Mary Evans' report included the following points:
i) She was issuing a daily bulletin in relation to the Covid-19 crisis.
ii) The County Council had put in place a major response to the crisis.
iii) She reported on SCC's actions aimed at supporting specific children; help is also being given to children's nurseries.
iv) SCC is making efforts to reach everyone in the community, especially in more isolated areas.
v) The proposed joint meeting with representatives of Withersfield Parish Council may now take place online. Topics for discussion will include SCC's review of HGV routes. (Cllr May offered to represent Great Wratting Parish Council at the meeting.)
vi) Following concerns raised by Parish Councillors, she said the new water treatment works at Little Wratting would be screened, although it could take time for the screening to become effective.

Cllr Evans was thanked for her daily bulletins on the Covid-19 crisis. | ME
MM |

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She was asked when care homes would get sufficient supplies of personal protective equipment (PPE); she said SCC has sourced PPE and had issued it immediately after receiving it. She had been told that the county was not short of PPE.

b) **West Suffolk Council (WSC)**

District Cllr Peter Stevens' report included the following points:

- i) The non-collection of brown bins continues but is being kept under review.
- ii) Household waste centres are closed but WSC is encouraging the County Council to re-open them.
- iii) On 6th April WSC took over responsibility for parking enforcement; no penalty notices had been issued yet but some drivers had been moved on.
- iv) WSC is very conscious of the need to help the district's market towns to revive once the crisis ends.
- v) Street markets have been closed but some stall-holders are offering deliveries.
- vi) WSC is giving some help to small businesses and village halls.
- vii) The locality budget has been enhanced because of the crisis.
- viii) This month's planning meeting was cancelled but the May planning meeting is expected to be held virtually.
- ix) In some villages WSC is giving financial support to crisis-related schemes, both those being managed by parish councils and those run by individuals in the community. This support helps to pay for things such as leaflets, new phone lines etc.

(7.31 pm Cllrs Evans and Stevens left the meeting)

6. **PLANNING APPLICATIONS**

Clerk to report on planning applications, District Council decisions, and appeals

a) **Planning applications**

(i) DC/20/0332/FUL

Hill Farm House. Hill Farm, Thurlow Road, Great Wrating CB9 7HG
Application for formation of a new field access track from Thurlow Road
Applicant: Thurlow Estate Farms Ltd

AGREED that the Parish Council would make no comment on this application as it was a matter for SCC's Highways Dept.

(ii) DC/20/0538/TCA

The Drey, Withersfield Road, Great Wrating CB9 7HD
Trees in a Conservation Area Notification - (i) 1no. Willow (T1 blue on plan) - repollard (ii) 1 no Sycamore (T2 red on plan) and 1no. Ash (T3 black on plan) - fell
Applicant: Ms Dona, The Drey, Withersfield Road

AGREED that the Parish Council had no objections to this application.

Clerk

b) **Planning decisions**

(i) DC/19/2205/LB

Pheasant Cottage, Withersfield Road, Great Wrating CB9 7HD
Application for Listed Buildings consent - Insertion of 1 thatched dormer window on rear elevation
Applicant: Mr Mark Waller, Pheasant Cottage, Withersfield Road, Great Wrating
District Council decision: Approved

Noted

(ii) DC/19/2206/HH

Pheasant Cottage, Withersfield Road, Great Wrating CB9 7HD

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Householder Planning Application - Insertion of 1 thatched dormer window on rear elevation

Applicant: Mr Mark Waller, Pheasant Cottage, Withersfield Road, Great Wrating

District Council decision: Approved

Noted

c) Planning appeals

None

7. **RESPONSE TO COVID-19 CRISIS**

The Chairman said the Parish Council was keen to help residents in response to the Covid-19 crisis. Cllr May had led the response by issuing a flier round the parish, which led to around 12 volunteers coming forward, with Janine Patching offering to act as co-ordinator.

Cllr Fisk will remind residents via the village 'e-mail tree' about the national Thursday evening "Clap for Carers".

DF

8. **THATCHING THE VILLAGE SIGN**^(BG)

Cllr Griffin had obtained two quotations for the Village Sign to be re-thatched.

AGREED that the lower one, from B & T Mizon Thatchers, at a cost of £950, plus £600 for scaffolding, would be accepted. It is hoped that the work will be carried out in June.

BG

9. **BEAUTIFUL GARDENS COMPETITION**^(MM)

Cllr May suggested that as there would be no Village Fete this year the Parish Council could organise a "Beautiful Gardens" competition instead. In view of Covid-19 social distancing restrictions entrants would be asked to submit photographs of their gardens.

MM

10. **NEIGHBOURHOOD WATCH**

Cllr Fisk said a Suffolk Neighbourhood Watch leaflet given to her by Great Wrating's Neighbourhood Watch co-ordinator would be suitable for inclusion in a 'Welcome pack' for new residents.

DF/THa

11. **HIGHWAYS**

a) **VAS**

Cllr Holloway said all the parishes which share the VAS equipment have suspended its use during the Covid-19 crisis. There was concern that although there is less traffic some of it is much faster. It was suggested that VAS would deter speeding drivers but Cllr Holloway said it was not possible to use it at present.

12. **COMMUNICATIONS**

Cllr Fisk said there was nothing to report.

13. **LITTER-PICK**^(BG)

Cllr Griffin said the litter-pick planned for 28th March 2020 had been cancelled because of the Covid-19 crisis.

AGREED that the situation would be reviewed in July with the litter-pick possibly taking place in September. The Parish Council was grateful that individual residents have done some litter-picking anyway. Cllr Holloway mentioned that Persimmon Homes had also removed some rubbish.

14. **HERITAGE TRAIL**

Cllr Holloway said there was no progress to report yet with this project. It was still possible that it might be integrated with the Stour Valley Path. He suggested that residents should be asked whether some of them would be happy for their houses to be highlighted as part of the Heritage Trail. He will draft an e-mail about this for Cllr Fisk to circulate via the e-mail tree.

THo/DF

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- | 15. | <u>WALL AT KARRO SITE</u>
The Chairman had drafted a letter which was ready to be sent. | DC | | | | | | | | | | | | | | | |
|------------|--|----------------|---------------------------|---------|---------|--------|----------|------|----------------|---------------------------|---------|-----------|------|----------------|---------------------------|---------|-------|
| 16. | <u>TREE-PLANTING</u>
Cllr N Curtis had investigated possible locations but Withersfield Road, the original site proposed, was now thought to be unsuitable. He asked Councillors to give it more thought; it will be discussed at the next meeting. | All | | | | | | | | | | | | | | | |
| 17. | <u>MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL</u>
a) Resident's concern about loss of privacy
Residents in Moor Pasture Way had asked the Parish Council for advice about loss of privacy caused by members of the public walking on field margins near their home. It was agreed that the Chairman would tell them that while the Parish Council sympathised it had no power to keep people off private land, and would suggest that they bring it to the attention of Thurlow Estate, the landowner. Clerk to draft a letter for the Chairman to send. | Clerk/DC | | | | | | | | | | | | | | | |
| 18. | <u>FINANCE</u>
a) To receive year-end financial summary ^(Clerk)
The Clerk presented the provisional year-end summary. The final version will be presented when the AGAR is prepared.

b) To receive invoices and to authorise payments
The following payments were authorised: <table border="1" style="margin-left: 40px; border-collapse: collapse; width: 80%;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 10%;">ref</th> <th style="width: 20%;">payee</th> <th style="width: 40%;">details</th> <th style="width: 20%;">amount</th> </tr> </thead> <tbody> <tr> <td>18(b)(i)</td> <td>0254</td> <td>Richard Bowler</td> <td>Clerk's salary (Feb 2020)</td> <td>£178.57</td> </tr> <tr> <td>18(b)(ii)</td> <td>0255</td> <td>Richard Bowler</td> <td>Clerk's salary (Mar 2020)</td> <td>£178.37</td> </tr> </tbody> </table> | | ref | payee | details | amount | 18(b)(i) | 0254 | Richard Bowler | Clerk's salary (Feb 2020) | £178.57 | 18(b)(ii) | 0255 | Richard Bowler | Clerk's salary (Mar 2020) | £178.37 | Clerk |
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| 19. | <u>ARRANGEMENTS FOR (a) ANNUAL MEETING OF PARISH COUNCIL AND (b) ANNUAL PARISH MEETING</u>
a) AGREED that the Annual Meeting of the Parish Council should take place as planned on 20 th May 2020, but as a virtual meeting.

b) AGREED that the Annual Parish Meeting should be a physical meeting, and as the Covid-19 restrictions made this impossible it should be postponed from 27 th May 2020, provisionally until September. | | | | | | | | | | | | | | | | |
| 20. | <u>ITEMS FOR NEXT MEETING</u>
Councillors to suggest items for inclusion on the agenda for the next meeting <ul style="list-style-type: none"> – Covid-19 crisis update – Tree-planting – Public rights of way and way-marking – Karro wall – Garden photos competition – Defibrillator – Heritage Trail | | | | | | | | | | | | | | | | |
| 21. | <u>DATE OF NEXT MEETING</u>
Wednesday 20th May 2020

If the meeting has to be online again the Clerk can host it. | | | | | | | | | | | | | | | | |
| 22. | <u>CLOSURE OF MEETING</u>
There being no further business the Chairman closed the meeting at 8.50 pm. | | | | | | | | | | | | | | | | |

Signed

Date