Draft until signed

Minutes of Combs Parish Council Meeting
Monday 14th March 2016 at 7.30pm, Battisford Village Hall, Straight Road, Battisford

Present: S Scarff (Chairman), D Stephens-Row (Vice Chairman), T Whitehead (Councillor), J Crooks (Councillor), S Reynard (Councillor), D Thorpe (Councillor)

Attending: S Meech (Clerk), Cllr J Truelove (County Councillor), Cllr D Whybrow (District Councillor), Mr & Mrs Cole (Public)

1. Apologises for absence

None

2. Declarations of Interest

Cllr Scarff – 9 b) ii) - Fenns Farm & 10 c) iii) – Finance – Cheque for reimbursement of laptop

Cllr Thorpe – 9 a) iv) – Winterset – Planning application for extension of dropped kerb

Cllr Stephens-Row – 11 – Battisford and Combs Cricket Club

3. Minutes of meeting held on Monday 18th January 2016

Agreed and signed as a true and accurate copy of the meeting

4. Matters arising from minutes

Cllr Scarff advises that the footpath treads that had previously been mentioned as broken have now been fixed

5. Public Forum

Member of public attending for item 12 – brought forward

12. (b/f) Rooks Nest

Mr & Mrs Cole have attended the meeting to raise some planning issues and to respond to the letter Combs Parish Council have sent them with regards to the removal of rooks nests from trees on their property. Mr Cole advises that he took time to make enquires before he removed the rook's nests and that the reason the rooks were removed from trees in his garden was due to fish in the pond below the tree dying from the change of acidity caused by the birds to the water. Mr Cole explains that a year after the nests were removed a letter was received from Combs Parish Council. Mr Cole explains that it is true that rook's nests should not be destroyed unless carried out under licence and if Combs Parish Council had of approached Mr Cole they would have known this was the case, therefore, Mr Cole is seeking an apology from Combs Parish Council.

Cllr Scarff advises that with regards to the rook's nest, it was only reported to Combs Parish Council that removal had occurred at the beginning of the year, therefore, it was included on the subsequent agenda. Mr Cole feels personal issues have come into this and that the letter sent to him was issued without Combs Parish Council making enquires. Cllr Scarff advises Mr Cole that Combs Parish Council have no powers at all, so Combs Parish Council could only pass on information that is reported to the parish council to the relevant authorities. Also the parish council does not have powers of enforcement, therefore the relevant authorities were approached to confirm the law. Mr Cole advises Combs Parish Council that he will be moving the rooks on again this year as they are killing the fish in his pond. Cllr Thorpe asks Mr Cole if he is able to prove that the rooks are killing his fish, Mr Cole advises that yes he can as he has had the acidity tested.

Cllr Scarff apologises for the action Combs Parish Council have taken, and advises that Combs Parish Council will pass on the information that has been received tonight to the relevant authorities. He explains that Combs Parish Council have to abide by rules and regulations, therefore, if something is reported it is our duty to react and take relevant action.

Mr Cole advises Combs Parish Council that he has now received full planning permission for his ménage lights for which he employed experts and took MSDC advice, however, he feels the objection that Combs Parish Council put forward showed a lack of knowledge and felt application documentation was not perused. Mr Cole states that there was a recent application in little London – certain councillors should have known MSDC policies it clearly contravened, however, Combs Parish Council still chose to support the application strongly, even though the inspectorate upheld refusal on appeal.

Cllr Scarff advises that with regards to the ménage lighting the same comments were made with another planning application put forward further down the road. Cllr Scarff also informs Mr Cole that as a parish council only a support or objection for a planning application can be put forward together with any comments that Combs Parish Council believe need to be made.

Mr Cole also requests that Combs Parish Council investigate the conditions imposed on planning application 2898/09 (The Neathouse) regarding protection of habitat to include provision of bat roosting facilities as he does not believe that this has been implemented.

Action – Concerns over planning applications raised by Mr Cole to be included on the next agenda

6. County Councillors Report

See Appendix 1

Cllr Truelove advises that the new 30 speed sign that was put up recently in the village of Combs has now been removed and transferred to another village, however, it should be returned at some point but Combs Parish Council may have to arrange this. Cllr Truelove also advises that she is happy to give Combs Parish Council

£200 from her locality budget towards any celebrations that maybe taking place for the queen's birthday.

7. District Councillors Report

See Appendix 2.

Cllr Whybrow advises that he has investigated if Combs is able to claim any monies back from MSDC from section 106 and unfortunately there is no money to be claimed, he will forward the response to Combs Parish Council. Cllr Whybrow has also researched as to whether the solar panels installed at Yew Tree Cottage needed planning permission, MSDC have advised that planning permission should have been applied for due to the size of the panels. MSDC have recommended to the residents of Yew Tree Cottage on 14th April 2016 that an application is made to avoid further investigation.

8. Parish Council Chairman's Report

Nothing to report that is not included in the agenda

9. Planning

a. Applications received for consideration

i. 0574/16 – The Tannery, Tannery Road, Combs IP14 2EN – Change of use from residential flats to offices (Class B1 use) – It is explained that this appears to be changing a caretaker flat into an office – All councillors support this application – **Action –** Clerk to advise MSDC of decision

ii. 0730/16 – Ivydene Cottages, Bildeston Road, Combs IP14 2JY - Erection of first floor rear and single storey rear extensions. Externally render entire dwelling – All councillors support this application – **Action** – Clerk to advise MSDC of this decision

iii. 0258/19 – Copelands, Little London, Combs IP14 2ES – Erection of annexe – Consultee comments expired 02/03/16

iv. 0299/16 - Winterset, Park Road, Combs IP14 2JS – Creation of extension to existing dropped kerb – Consultee comments expired 29/02/16

b. Decisions received from MSDC

i. 4255/15 & 4145/15 - 5 Model Farm, Combs IP14 2JG – Installation of external boiler and oil tank to serve oil fired central heating system – Permission granted

ii. 4434/15 & 4433/15 – Fenns Farm, Bildeston Road, Combs IP14 2JZ – Raise up chimney and add a chimney pot – Permission granted

8:20 pm Cllr Whybrow and Mr & Mrs Cole leave the meeting

10. Finance

a. Accounts review to date

b. Payments received

i. Headstone fee (T/L Audrey Nunn) - £60.00

c. Payments to hand

i. Information Commissioner's Office - Data protection registration - £35.00 – Cllr Stephens-Row proposes payment and Cllr Thorpe seconds payment. All councillors agree payment. Cheque number 022077 written and signed.

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ii. S Meech – Clerks Overtime and Expenses - £92.93 – Cllr Crooks proposes payment and Cllr Stephens-Row seconds payment. All councillors agree payment. Cheque number 022078 written and signed.
iii. S Scarff – Reimbursement, laptop purchase - £399.98. Cllr Crooks proposes payment and Cllr Thorpe seconds payment. All councillors agree payment. Cheque number 022079 written and signed.

11. Funding request from Battisford and Combs Cricket Club – Letter received

Clerk forwarded letter via email and then advises that Battisford and Combs Cricket Club (BDCC) have requested a grant of £200.00 from Combs Parish Council for repair works and maintenance costs at the cricket club. Cllr Stephens-Row also advises that since the letter was sent to Combs Parish Council the cricket club has been advised of a new law coming in to place that will require cricket players to wear helmets or adaption to current helmets. There are 10 different size helmets that would cost approximately £65-£70 and the adaptation attachment around £24, although these do not always fit. The new law means changes must take place. Cllr Whitehead proposes payment, Cllr Crooks seconds and all councillors agree to the £200.00 funding request. **Action –** Clerk to advise BDCC of decision and request an invoice in order for Combs Parish Council to raise a cheque for their next parish meeting.

13. Defibrillation Machine – Ordering and training

Clerk advises Combs Parish Council that now £2,000 has been received from Cllr Truelove's locality budget the defibrillation machine needs to be ordered and defibrillation training needs to be booked in.

Action – Clerk to forward over Martin Renders details from Community Heartbeat Trust to Cllr Scarff for discussion to take place as to the most suitable location for the defibrillation machine.

Action – Cllr Reynard and Cllr Whitehead to liaise with Community Heartbeat Trust and organise booking of St Marys Church Hall for defibrillation training. Cllr Reynard advises of potential date of Saturday 14th May 2016. Once date is confirmed, Cllr Reynard and Cllr Whitehead to produce a leaflet to be circulated for the training event.

14. Combs Cemetery

Cllr Stephens-Row advises that letters for clearance of graves have been sent out this month. Cllr Scarff advises that rubbish has been cleared away from the cemetery and he has also managed to clear up the graffiti.

Cllr Scarff has been approached by a grave owner over concerns with green graves and how it is proving difficult to walk up to them without a path through the middle of the grass. It is agreed that this should carry on being cut once a year as always and Cllr Thorpe advises that if this becomes too much for David Windle he will be happy to help trim the area. It will be arranged for David Windle to cut a path through the centre. The grave owner also asked about planting a tree for remembrance but all councillors feel there are plenty of trees already planted and that this would set a precedence.

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15. St Marys Churchyard

Cllr Scarff, Cllr Reynard and Cllr Stephens-Row had a meeting last week regarding St Marys Churchyard and it was discussed that Combs Parish Council is responsible for the maintenance of the churchyard but not its improvement. Combs Parish Council pay Stowmarket Town Council annually to keep the grass cut which currently occurs seven times a year. Discussions have taken place with Stowmarket Town Council about what work they actually carry out; grass cutting, graves at back are streamed and racked once a year and the footpaths will be kept cut. Councillors has requested a quotation from Stowmarket Town Council to tidy up all boundaries of the churchyard, Stowmarket Town Council have agreed to take away any rubbish they create. Cllr Scarff advises that a tree survey needs to be carried out in the churchyard and if removal needs to take place then special permission will be needed.

Action - Cllr Scarff to liaise with a tree specialist that has been recommended from Stowmarket Town Council in order for a survey to be carried out.

Following an email received from Mr Baker regarding a tomb at St Marys Churchyard, Cllr Scarff has carried out a lot of research has looked through lots of previous minutes to investigate this further. Cllr Crooks and Cllr Thorpe advise that the photo received from Mr Baker of the tomb does not reflect what was there and that it was just bricks that were removed.

Action – Cllr Scarff is to reply to Mr Baker's letter and advise him of his investigation

Rev Childs forwarded over an email from Roger Hayward that Cllr Scarff reads out, regarding work to be carried out on a grave at St Marys Churchyard, asking for Combs Parish Council to contribute £175.00 towards the cost of restoration. Cllr Stephens-Row proposes that this is not a payment that the council are willing to make due to setting a precedence, Cllr Crooks seconds this and all councillors agree.

Action – Clerk to advise Rev Childs of this discussion and decision made.

Cllr Scarff asks if a councillor would be happy to go once a month to have a tidy up of St Mary's Churchyard.

Action – Cllr Stephens-Row is happy to visit St Mary's Churchyard once a month to tidy up.

16. Correspondence

Action – Clerk to seek clarification of email received from SALC regarding S137

Cllr Thorpe advises that once he receives a quote from Pearce & Kemp for Tannery Road and existing lights for insurance he will forward these over to the clerk. Cllr Crooks informs Combs Parish Council that he has erected the bench at Moats Tye and moved the dog waste bin, the dog waste bin at Little London has also now been emptied. Cllr Scarff thanks Cllr Crooks for his contribution to erecting the bench and dog waste bins in Combs.

Action – Cllr Thorpe to report dangerous kerb stone down Mill Lane

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Meeting closed at 9:40pm

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Appendix 1

PARISH REPORT MARCH 2016 BOSMERE DIVISION County Councillor Julia Truelove

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DEVOLUTION UPDATE

Following Government direction, Norfolk, Peterborough, Cambridgeshire and Suffolk are now working together. An agreement to bring devolution to East Anglia could be confirmed within the next few days. Among proposals across the region are those relating to Highways, and Health.

It would also appear that an elected Mayor for the region will be a Government requirement. Voting could take place next year.

SYRIAN REFUGEE RESEITLEMENT PROGRAMME

Government funding of E90,OOO has been provided by Central Government to help those refugees who arrive in the first year from Syria. The Government will cover the cost of social care for each refugee who comes to the UK, over a five year period.

The refugees will be housed in the 'built up' areas of the County, as then they will have easier access to the range of services available to them. Quote: "Due to the small number of families arriving at any one time, there is not expected to be a negative impact on the wider community" S.C.C.

There is partnership working under the leadership of the Public Sector Leaders group, which comprises District and Borough Councils, police, health, community, and faith organisations. At a practical level, volunteers are needed to befriend refugees, especially speakers of Arabic, and drivers with a van or trailer who can move furniture when houses are found for the refugees.

•PARK AND RIDE COULD BE SAVED

S.C.C. is presently consulting with Ipswich Buses, and other bus companies, over the proposed closure of the Copdock and Martlesham Park and Ride facilities with a view to re-launching the services, and so keep the two services running.

There is presently a subsidy of E3.27 per passenger which S.C.C. wish to reduce. Details of the proposals will be known before too long. Retaining these services, whilst continuing to regret the loss of the Norwich Road Park and Ride, is important and necessary.

SHORT STAY GYPSY AND TRAVELLER SITES - SHORT STAY

The response to the provision of such sites engaging S.C.C. and the public has been assessed. One outcome is that many sites were discounted because they did not meet the published criteria. Those thought to be deliverable will be the subject of public consultation. However, the initial project

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deadline, which was to have three sites open in different parts of the County by December 2016, is now unlikely to be achieved.

FIRE SERVICE CONSULTATION - PROPOSED CUTS

A motion has been tabled against proposals to cut the number of functional fire engines across the County. This will be debated at the next 'Full Council' meeting to be held in March.

SPRING CLEAN SUFFOLK - SUFFOLK WASTE PARTNERSHIP

This scheme is already underway in our Bosmere Division with Needham Markey listed as among the Community litter picks registered with the County. Other Parishes already have a well-organised and regular litter pick but are mindful of the 'Clean for the Queen' campaign, which encourages communities to pick during the weekend of 4th to 6th March. Any group organising the occasion can call their District Council with group information, give details of the location of the planned pick, and request the equipment they require. They can also make arrangements for the Council to collect the gathered litter by phoning.

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Appendix 2

Report to Combs Parish Council for Full Council Meeting on Monday 14th March 2016 From David Whybrow, Mid Suffolk District Councillor.

1.0 Planning (since last written report 8th February 2016 to date of report)

1.1 Validated

1.1.1 Winterset, Park Road, Combs IP14 2JS

Reference 0299/16

Creation of extension to existing dropped kerb

Validated 05 February 2015

Consultation Expiry 02 March 2016

Target Determination 01 April 2016

1.1.2 The Tannery, Tannery Road, Combs IP14 2EN

Reference 0574/16

Change of use from residential flat to offices (Class B1 use)

Validated 19 February 2015

Consultation Expiry 23 March 2016

Target Determination 15 April 2016

1.1.3 Ivydene Cottages, Bildeston Road, Combs IP14 2JY

Reference 0730/16

Erection of first floor rear and single storey rear extensions. Externally render entire dwelling.

Validated 18 February 2015

Consultation Expiry 31 March 2016

Target Determination 14 April 2016

1.2 Decisions

1.2.1 5, Model Farm, Park Road, Combs IP14 2JG

Reference 4145/15

Installation of external flue to serve wood burner and installation of external boiler and oil tank to serve oil fired central heating (Listed Building Consent)

Validated 1 December 2015

Consultation Expiry 6 January 2016

Target Determination 26 January 2016

Determination 19 February 2016

Decision - Grant

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1.2.2 5, Model Farm, Park Road, Combs IP14 2JG

Reference 4255/15

Installation of external flue to serve wood burner and installation of external boiler and oil tank to serve oil fired central heating (Full Planning Permission)

Validated 2 December 2015

Consultation Expiry 6 January 2016

Target Determination 27 January 2016

Determination 19 February 2016

Decision – Grant

1.2.3 Fenns Farm, Bildeston Road, Combs IP14 2JZ Reference 4434/15

Repair existing cracked render and associated timber repairs. Raise up chimney and add a chimney pot. Replace modern windows. Add new layer to thatch. (Listed Building Consent) Validated 18 December 2015

Consultation Expiry 10 February 2016

Target Determination 12 February 2016

Determination 03 March 2016

Decision - Grant

1.2.4 Fenns Farm, Bildeston Road, Combs IP14 2JZ Reference 4433/15

Repair existing cracked render and associated timber repairs. Raise up chimney and add a chimney pot. Replace modern windows. Add new layer to thatch. (Full Planning Permission) Validated 18 December 2015

Consultation Expiry 3 February 2016

T Determination 11 February 2016

Decision - Grant

Target Determination 12 February 2016

1.2.5 White House Farm, Moats Tye, Combs IP14 2EY Reference 4406/15

To illuminate horse exercise area for recreational use. (Full Planning

Permission)

Validated 7 January 2016

Consultation Expiry 10 February 2016

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Target Determination 03 March 2016

Determination 11 March 2016

Decision - Grant

NOTE – As Ward Councillor for this application I made an email submission to the Case Officer on 04 March 2016 as follows – "I have carried out an unaccompanied site visit since being contacted by a near neighbour who expressed their concern about light break-out from the site and potential associated loss of residential amenity. I'd like to discuss this matter with you - please call me your convenience." To which I received no response. I followed this up on 10 March seeking an update on progress and advising that if the matter was to be decided by Officers and they were recommending approval I might seek for it to be taken to Committee. This was again not responded to.

On 14 March 2016 I became aware that the Officer Decision to Grant was made on 11 March 2016. I am currently seeking further information from Officers as to how and why my representation has not been acknowledged or apparently considered.

1.3 Appeals

1.3.1 High View, Little London, Combs IP14 2ES
APP/W3520/W/3134858 (previously 1874/15)
Appeal against refusal of planning permission
Lodged Date 18 September 2015
Validated Date 13 November 2015
Decision 10 March 2016
Appeal dismissed

1.4 Other Planning matters

At the Full Parish Council Meeting held on 18th January 2016 a query was raised regarding whether Planning Permission had been sought or was required for the ground mounted PV array installation erected in the meadow adjacent to Yew Tree Cottage, Mill Lane, Combs. IP14 2NF.

Following investigation by the Planning Enforcement team I have been advised that on 01 March 2016 they wrote to the owner of the land on 01 March 2016 inform them that planning permission is required for the retention of the ground mounted solar pv array.

If an application is not received by the 14 April 2016 officers will need to consider if it is expedient to instigate formal action to resolve this current breach of planning control.

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

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- 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 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@dswhybrow.com
07799 068 926

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

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

Post Meeting Note regarding Section 106

I can now confirm the advice received from Officers regarding any available S106 funding in Combs Parish is that there is a zero balance. I also enquired whether any funds are available from neighbouring wards that Combs could apply for and was further advised that the S106 monies not allocated to a Parish are held in a "District Pot". These monies are earmarked for major Sports Centres and Swimming Pools.

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