

**Draft until signed**

**Minutes of Combs Parish Council Meeting and Annual Meeting  
Monday 14 May 2018 at 7.30pm, Battsford Village Hall, Straight Road, Battsford**

**Present:** S Scarff (Chairman); T Whitehead (Councillor); D Thorpe (Councillor); J Crooks (Councillor); S Reynard (Councillor), C Todhunter (Councillor).;

**Attending:** T Bamber (Clerk)

**1. Election of Chairman and Declaration of Office as Chairman**

Cllr Scarff confirmed that he was willing to stand for chairman and there being no other nominations, Cllr Todhunter proposed that Cllr Scarff be elected chairman for the coming year. This was seconded by Cllr Crooks and AGREED unanimously. Cllr Scarff signed the Declaration of Office with clerk signing as the Proper Officer of Combs Parish Council.

**2. Election of Vice-Chairman**

Cllr Scarff (Chairman) asked for nominations for vice-chairman. Cllr Thorpe proposed Cllr Todhunter, who confirmed he was willing to stand. The motion was seconded by Cllr Crooks and AGREED unanimously. There were no other nominations.

**3. Apologies for absence**

A Whybrow (County Councillor); Cllr D Whybrow (District Councillor); Cllr S Reynard

**4. Declarations of interest**

There were no pecuniary interests declared. It was agreed that it would be inappropriate to declare any specific interest in the application for the WW1 beacon, as this had been put forward by the council as a whole.

**5. Public Forum**

No public in attendance

**6. Minutes of meeting held on Monday 9 April 2018**

Minutes for 9 April 2018 were reviewed and signed as a true and accurate copy of the meeting by Cllr Scarff (Chairman).

**7. Matters arising from the minutes**

There was one matter arising that is not covered elsewhere:

- a. Item 8 – Street Lighting: Cllr Thorpe reported that the agreed work had been done and the interested members of the public had been informed. There was some feedback that the lights were not going off at the expected times and that the lamps were still quite bright. Folley Electrical Services will look into this. It was agreed that improvements to the remaining lamps will be discussed at the next meeting.

**8. County Councillor's Report**

Cllr A Whybrow was not present.

## 9. District Councillor's Report

Cllr D Whybrow was not present. However he has sent a message to say his report will be circulated shortly.

## 10. Parish Council Chairman's Report

The chairman noted the resignation of Cllr Stephens-Row and expressed appreciation for his contribution. He also invited councillors to consider nominations for the councillor vacancy so arising.

Other than this there was nothing to report that is not covered elsewhere.

## 11. Clerk's Report

Nothing to report that is not covered elsewhere.

## 12. Planning

- a. Applications received for consideration
  - i. DC/18/01308 – Combs Parish Council Cemetery – Erection of Commemorative Beacon. *No objection*
  - ii. DC/18/01715 – Colbern, Bildeston Road – Erection of single storey rear extension (following removal conservatory) *No objection.*
- b. Decisions received from MSDC
  - i. DC/17/06035 – Tannery House, Combs Tannery – Listed Building application for internal and external adjustments *Listed Building consent granted. Noted*
  - ii. DC/18/01167 – The Thatches, Moats Tye – Erection of garage/store building – *granted. Noted*

## 13. Finance

- a. Accounts review to date – Current Account balance as of 26<sup>th</sup> April 2018 is £10,537.55 and the savings account balance as of 2<sup>nd</sup> May 2018 is £1,907.79.
- b. Payments received
  - i. Mid Suffolk District Council – Parish Precept - £3,625.00
  - ii. Inscription fee – T/L Roger McDowell - £100.00
  - iii. Burial fee – T/L Roger McDowell - £250.00
  - iv. Inscription fee – T/L Molly Webster - £45.00
- c. Payments to hand
  - i. Suffolk Association of Local Councils – clerks' book-keeping course – (agreed in March meeting) £36. ; cheque no. 022166 was written, and signed by Cllr Scarff and Cllr Thorpe (*Local Government Act 1972,s.111*).
  - ii. Mid Suffolk District Council – Dog Bin emptying for 2018-19 - £ 450.00. Payment was proposed by Cllr Thorpe, seconded Cllr Todhunter, all agreed. Cheque number 022167 was written, and signed by Cllr Scarff and Cllr Thorpe (*Litter Act 1983, ss.5,6.*
  - iii. CAB donation - £ 100.00 (agreed in April meeting). cheque no. 022168 was written, and signed by Cllr Scarff and Cllr Thorpe (*Local Government Act 1972,s.111*).
  - iv. Suffolk Association of Local Councils – Annual subscription – £323.26. Payment was proposed by Cllr Thorpe, seconded Cllr Todhunter, all agreed. Cheque number

022169 was written, and signed by Cllr Scarff and Cllr Thorpe (*Local Government Act 1972,s.111*).

- v. Folley Electrical Services – adjustments to lamps as agreed in April Meeting - £420. cheque no. 022170 was written, and signed by Cllr Scarff and Cllr Thorpe (*Parish Councils Act 1957,s.3*).
- vi. Suffolk Preservation Society – noted below
- vii. Planning Fee for WW1 Memorial Beacon – payable to J Scarff, who had made initial payment on behalf of the Council - £117.00 (previously agreed for higher amount in April meeting but Planning Department have now confirmed a lower fee). Cheque Number 022172 was written, and signed by Cllr Scarff and Cllr Thorpe (*Local Government Act 1972, s. 137*)

#### **14. Gladman Housing proposal, Poplar Hill.**

Several residents and councillors had received a leaflet setting out details of a proposal to build 160 houses on the land between the top of Poplar Hill and Church Road. Cllrs Whitehead and Todhunter had reviewed the proposal and noted several areas of concern. However it was noted that the area was outside the parish boundary and that no formal planning application had been submitted. The general consensus was that little would be achieved by entering into dialogue with Gladman and that any comments would be better sent to the planning department when outline permission is being sought.

It was noted that Gladman have been successful in other locations by focusing on land in areas where the planning authorities have not yet filled their planned target for housing in the area. Inevitably the initial application is rejected but often the appeal is overseen by the planning inspectorate of central government, whose priority tends to be the housing target rather than local concerns.

#### **15. Combs Fete Insurance**

The clerk had been contacted by the new fete committee asking if the council was prepared to continue the practice of including the cost of the insurance for the fete in the council's own insurance policy, at no cost to the fete. Following discussion the council agreed that provided the cost was not materially different from previous years, this would be supported.

***Action: Clerk to investigate insurance costs and inform councillors and fete committee accordingly.***

#### **16. Renewal Invitation – Suffolk Preservation Society**

The council considered the invitation to renew membership, at a cost of £30 and following a proposal by Cllr Crooks, seconded by Cllr Whitehead, it was AGREED unanimously to renew membership of the society.

Cheque no.022171 was written, and signed by Cllr Scarff and Cllr Thorpe (*Public Health Act 1875,s.164*).

#### **17. Donation request – Suffolk Accident Rescue Service**

Following a discussion it was agreed that, while this is a worthwhile cause, it is far from the only good charity in the area and without a budget item for donations it would not be appropriate to support any local charities that may now or later seek support. It was agreed however that consideration be given at the next budget planning meeting to include an element for donations, with a view to assessing and comparing requests on a quarterly basis.

#### **18. Combs Cemetery**

Cllr Thorpe reported that he had added some topsoil to some graves and that more topsoil would be needed soon. Cllr Crooks will arrange this.

It was pointed out that one grave, for Mr & Mrs Curtis, had been decorated with large flower holders covering the length of the grave both sides. The clerk was instructed to write to the registered owners requesting their removal in accordance with the cemetery regulations.

**Action: Clerk to write to grave owners.**

#### **19. St Mary's Churchyard**

The Chairman will speak with David Windle to ask him to undertake the maintenance work. The clerk has sent a letter to Stowmarket Town Council thanking them for their work in the past but informing them that a local resident has now offered to take the work on.

**ACTION:** - **Chairman to speak with David Windle.**

#### **20. Correspondence**

None received other than that discussed.

#### **21. Any other business**

The clerk to include Street Lighting as a regular item on each future agenda.

#### **22. Date and time of next meeting – Monday 11 June 2018 - starting at 7.30pm.**

The Meeting closed at 9.15 pm.