



REDGRAVE PARISH COUNCIL

Clerk: Alison Spouncer
E: clerk@redgrave-pc.gov.uk
P: 01379 890613

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MINUTES OF THE MEETING OF THE PARISH COUNCIL

held at 7.00pm on 7th December 2023 at the All-Saints Church, Redgrave.

Present: Chair Cllr Andy Warnes, Cllrs Ann Preston, Brian Andrews, Elaine Brown, Frank Gillett, John Giddings, Mike Denmark, Alison Spouncer (Clerk), and one member of the Public.

1. **Chairman's Welcome and Introduction.** A welcome was extended to all to the meeting by Chair Cllr Andy Warnes.
2. **Apologies** Cllr Charlotte Giddings and County Cllr Jessica Fleming. **Declarations of Interest** – None. **Delegated Declaration of Interest Dispensation decisions or dispensation requests where required** – None.
3. **Minutes of the last meeting.** Minutes of the last meeting (2nd November 2023) previously circulated were agreed as a true record and **APPROVED** by all present.
4. **Public Forum**
The Chairman to invite members of the public to indicate if they wish to speak at this meeting, either on an item on the agenda or on a general matter.
The member of the public did not wish to discuss any matter.
5. **County and District Councillor's Report.**
County Cllr Fleming had hoped to attend but was delayed due to a County/District meeting, she provided a report with subjects including:
Flood Recovery – Suffolk Floods Team have issued a format for collecting local evidence following storms Babet and Kieran. This will enable engineers to focus on trouble spots, actions and assess properties eligibility for grants to be administered through District Councils. Please refer to the following website: [Flood Recovery information for Suffolk - Suffolk County Council](https://www.suffolk.gov.uk/flood-recovery-information-for-suffolk-suffolk-county-council) and continue to report with photographs and relevant dates to: <https://www.suffolk.gov.uk/roads-and-transport/highway-maintenance/report-a-highways-issue>
Consultation – Council Budget – Thank you to all those who responded to the budget survey to date.
Pylons Project – Norfolk, Suffolk and Essex County Councils have jointly commissioned Hiorns Smart Energy Networks to prepare an independent report into the Norwich to Tilbury project. Leaders of the three councils are asking National Grid Electricity Transmission (NGET) and the electricity system planner, National Grid Electricity System Operator (NGESO) to consider the findings. The final report is available to read in full on <https://www.suffolk.gov.uk/asset-library/n2t-the-hiorns-report.pdf>
Large Scale Solar Energy Developments – Following SCC's Cabinet Member Richard Rout writing to ministers objecting to the large land-take demanded by land based solar. Cllr Rout's letter can

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be found at: <https://www.suffolk.gov.uk/asset-library/suffolk-cc-nationally-significant-infrastructure-projects-very-large-scale-solar-farms-24-10-23-redacted.pdf>

Suffolk's Environmental Awards Open for Nominations – SCC recognises the valuable environmental work done throughout Suffolk and invites nominations (by 31 January 2024) for an awards ceremony to be held on 27 March 2024, at The Hold in Ipswich. Categories for the 2024 Awards are: Waste Reduction and Recycling Award, Enhancing Biodiversity and Landscape Award, Greenest Business Award, Greenest Small Business Award, Greenest Community Award, Green Hero Award (People's Choice award), Greenest School Award, and Green Tourism Award. Nominations are now open at www.greensuffolk.org/awards.

Homes for Ukraine – 'Thank you' payments for hosts will be extended from March 2023 to March 2024, completing a third year of support. Further details on payments can be found here: [Ukraine: information for hosts - Suffolk County Council](#)

Discovery of a 1,400-year-old Temple at Sutton Hoo - A rare, possible pre-Christian temple from the time of the East Anglian Kings, has been found at the Sutton Hoo Rendlesham site. The discovery was made this summer by SCC's Rendlesham Revealed community archaeology project, which is funded by The National Lottery Heritage Fund. The site is identified as an East Anglian royal centre by The Venerable Bede in his *Ecclesiastical History of the English People*. To find out more about the Rendlesham Revealed project visit: heritage.suffolk.gov.uk/rendlesham.

Cllr Fleming welcomes any communications from residents with queries and concerns. Jessica.fleming@suffolk.gov.uk Tel: 07714-597980. X (formerly Twitter): @jesstfleming. Our District Councillor can be contacted: Gilly.Morgan@midsuffolk.gov.uk

6. Planning

6.1 To CONSIDER any planning applications by the Council for comment, including those received after the publication of the agenda.

DC/23/05362 - Tudor Limes Barn, The Street, Redgrave, Diss Suffolk IP22 1RW. Works to Trees in a conservation area. Re-pollard back to previous points 1No Lime Tree (T1) and 1No Ash Tree (T2) as outgrown position. NO OBJECTION.

DC/23/05450 Land Adjacent to Knoll Cottage - Application for a Lawful Development Certificate for an Existing Use or operation or activity, including those in breach or a planning condition Town and Country Planning Act 1990 (as amended). Confirmation that an equestrian arena has been in place for over 4 years and that land joining the east field to the west field has also been in equestrian use for over 10 years. NO OBJECTION

6.2 To NOTE any planning decisions received.

DC/23/04944 Priory Barn, Half Moon Lane, Redgrave, Diss Suffolk IP22 1RX. NO OBJECTION.

It was NOTED a resident (an ecologist expert) would be happy to view applications for tree works from an ecological viewpoint to advise the Parish Council. This was AGREED and appreciated by the Councillors.

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7. Parish Clerk's Report

The Council **RECEIVED** an update on actions outstanding prior to the meeting, among those:

7.1 171-10.6 Footpath 001 – Cllr Warnes had received a further update following external legal advice taken by the SCC footpath's officer to confirm there is nothing further that can be done to adjust the stile for convenience to walkers and dogs due to the timing of the original installation and land access laws of the time.

7.2 199-12.2 Maintenance of village oak benches. Item 15 of the meeting provided a discussion regarding the ongoing maintenance, suggestion of new benches.

7.3 232-9.2 & 195-9.2 The new permanent Christmas tree has now been planted on the Knoll. Cllr Denmark is considering the best and most cost-effective solution for lights for the tree. It was **AGREED** that Cllr Denmark will add the current lights owned by the Parish Council to the tree in the coming days whilst a longer-term solution is sought.

7.4 211.13 Cllr Andrews confirmed he had had communication with Suffolk Highways (SH) regarding the conditions required for speed restrictions to be implemented. It was conceded that Hinderclay Road did not meet these conditions, but SH suggested it may be amenable to warning signs for the concerned area. SH indicated that a provisional cost for this work would be about £1,500. Gressingham Foods have expressed a willingness to help with this cost. It was **AGREED** that Cllr Andrews would seek written confirmation from Gressingham Foods of their intent to contribute to some of the cost, prior to speaking further with SH.

7.5 226-9.7 BMSDC has provided indication of increased costs for litter and dog litter bin collections for 2024/25. Given the rate is for the number of bins rather than size, it was **AGREED** that the Clerk would provide a quote for a larger bin rather than the addition of another bin to the one already positioned at The Green, as was originally **AGREED** under 226-9.7.

8. Responsible Financial Officer Report

RECEIVED - Financial reports provided prior to the meeting.

8.1 Payments **Approved** and **Paid**:

PKF External Audit	£378.00
(Limited Assurance review of Annual Governance & Accountability Return for y/end 31 March 2023)	
All Saints Hire (2/11 and 7/12/23 at winter rates)	£50.00
TRAMAR (inv 174: 30/10 and 14/11/23 grass cutting)	£120.00
Cllr Warnes Top Soil (50% purchased, reducing Dandy's delivery costs)	£102.92
Gislingham Silver Band (Remembrance Parade)	£50.00
Administration costs	£573.52
TOTAL	£1,274.44

8.2 Accounts for **Approval**:

A Spouncer (Printer costs)	£ 11.98
TOTAL	£11.98

8.3 Monies in: NONE

Bank Account as of 7th December 2023: £52,477.57 (which £39,205.98 in reserves, including £14,705.98 as CIL).

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9. Correspondence

To **NOTE** correspondence received, if any (previously circulated)

9.1 The Citizens Advice Bureau thanked Parish Councils for the donations received annually and highlighting the 20% increase in assistance to residents within the Mid Suffolk region for this year. This was **NOTED** and discussed at item 11.

9.2 The Clerk had received a request from the Botesdale Parish Clerk on behalf of a resident regarding the possibility of a litter bin being installed in the layby on the B1113 just prior to Back Hills, Botesdale. The Parish Council decided not to implement this proposal but **AGREED** to refer this request to the Babergh and Mid-Suffolk District Council for its consideration.

9.3 It was **NOTED** BMSDC have formally adopted the Babergh and Mid Suffolk Joint Local Plan – Part 1 2019-2037 (Document is available on the website).

9.4 Following a request for feedback to residents regarding requirements for public transport, a resident suggested the option of a hopper type service for transport into Diss for a few hours once a week to allow users to visit the town and supermarkets prior to returning. This was discussed and **NOTED** there is a service “BorderHoppa” (<http://www.borderhoppa.org/>) that may provide this route or may accommodate the suggestion, or the voluntary transport service run by Gordon Lawrence out of Rickingham may have capacity. It was **AGREED** for Cllr Warnes to contact a resident with experience in such transport coordination to ascertain if they would be agreeable to assist. It was **AGREED** for the Clerk to feedback to the Stowmarket based charity and SCC Bus Strategy, both seeking responses.

9.5 SCC Street Lighting has provided confirmation of the continuation of the contract with a suggestion of changing to LED lighting with an estimated saving of 25%. Replacement of existing lanterns would be approximately £420-£450 plus VAT (excluding brackets, weather box and statutory service works). It was **NOTED** last year’s costs totalled £268.98 (ex VAT) for the electricity supply for existing lighting. Whilst it would be a positive move to transfer to LED lighting, the purported cost savings would not be realised for at least four years with additional costs making the payback period longer. It was **AGREED** to remain with the current offering.

9.6 The finalisation of the 2023-24 National Salary Award advice has been provided by Suffolk Association of Local Councils (SALC) payroll service resulting in a salary increase. It was **AGREED** to comply with the guidelines and to agree to the contracted agreement automatically in future circumstances.

9.7 A “Call for Land for Nature Recovery” communication had been received from BMSDC on 7th December. This is a request for Town and Parish Council’s to discuss options with Landowners who may be interested and liaise with BMSDC via <https://www.midsuffolk.gov.uk/web/mid-suffolk/w/tree-planting>. It was **AGREED** the Green Redgrave Group would continue to discuss options with various landowners on behalf of the Parish Council and respond to this request.

10. To DISCUSS and AGREE meeting venues for 2024.

A notification had been received from the Redgrave Amenities Trust (RAT) on 7th December stating that “the RAT tenancy is now in place” and therefore the amenities hall was available for hire. The Parish Council **NOTED** this update but **AGREED** that it would not be appropriate to start

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using this facility while the dispute over the appointment of trustees to the RAT remained unresolved and while the RAT has refused to engage with the Parish Council or to accept the offer of mediation/arbitration. It was **AGREED** to request the hire of All Saints for the next four meetings. It was further **AGREED** that discussions on the possible future use of the amenities hall could be held if the RAT were to engage meaningfully with the Parish Council to progress the issue of trustee appointments.

11. To DISCUSS and APPROVE Grant provisions for FY2024/25.

RBR PCC (Churchyard Maintenance)	£600	Redgrave Amenities Trust	£0
Suffolk Accident Rescue Service (SARS)	£100	RBL (Remembrance Wreath)	£100*
East Anglia Air Ambulance	£200	Neighbourhood Watch	£10**
Citizens Advice Bureau	£200***	Green Redgrave	£200
Knoll Gardening (Mrs S Smith)	£30		

Discussions included and **AGREED**:

*RBL Remembrance Wreath increase of £50 to cover the cost of Gislingham Silver Band.

**Neighbourhood Watch amount has been agreed by the volunteer as a contribution.

*** It was discussed and **AGREED** to increase this proposed amount to £250 due to the facility being widely used by residents.

All other amounts were **AGREED** to remain the same as the previous financial year.

It was **NOTED** there was not a s137 donations budget for FY 2023/24. A budget of £250 as **AGREED** for s137 for FY 2024/25.

Following the incident on the Knoll recently where a car appears to have driven on the Knoll and destroyed a half barrel and its contents, Mrs Smith has suggested an ornamental shrub to be planted. This was discussed and it was **AGREED** that Cllr Gillett would provide quotes of options.

12. To DISCUSS the draft Budget 2024/25 (documents provided previously and available on the website).

12.1 To **NOTE** BMSDC has notified RPC of an increase in costs for litter and dog litter bin collections from £312.11 (FY 2023/24) to £483.00 (FY 2024/25).

All areas were discussed in readiness for consideration and approval at the January 2024 meeting.

12.2 Overspend was **NOTED** through an excess of grass cutting due to the warmer months, a tube survey and signage for Half Moon Lane also contributed to an overspend. Payment was made for equipment purchased for the Self-Help Community Scheme; this was repaid.

12.3 RESERVE Funds remain constant with village improvements remaining at £12,000. It was **NOTED** CIL funds have increased and will continue to do so following the development in the village totalling £22,000 by the end of the Financial Year with a predicted total of £38,000 in FY 2024/25.

12.4 It was **NOTED** there would be an increase in administrative costs due to contract agreements. Village upkeep increase to cover the potential increased grass cuttings. There is a reduction in recreational facilities, and projects as there is no current project planned, Christmas tree is now a permanent fixture (with hope!). Traffic measures have increased by £1,000 due to the overspend from this year.

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12.5 It was **NOTED** overall there is a proposed increase of 3% in the proposed budget for FY 2024/25 (FY 2023/24 showed a 10% increase).

12.6 The Precept request is **PROPOSED** to have a 5.1% increase on last year. This is due to the overspend from the current year.

13. Appointment of Trustees to Charities.

13.1 To **DISCUSS** the ongoing situation regarding appointment of trustees to local charities.

13.1.1 The RPC **NOTED** that the Little Ouse Headwaters Project had decided, at its recent AGM, to amend its constitution to remove neighbouring PCs from their roles as appointing authorities for trustees. No further action was therefore required by the RPC and this negated the need for further discussion at Agenda Item 13.2.

13.1.2 It was **NOTED** a job/person specification had not yet been received from the Charity for the Needy although it had been requested by 17 Nov 23. It was **AGREED** that the Parish Council would start the trustee recruitment process with immediate effect; if the requested job/person specification was received in time it could be inserted in to the process otherwise the RPC drafted job specification would be used. It was further **AGREED** that once this appointments process had been completed and there were properly appointed trustees in place then the RPC would write to the charity asking that its constitution be amended to remove the RPC from its role as Appointing Authority.

13.1.3 The RPC awaited a response from the RAT following its invitation for mediation. It was **AGREED** that the Clerk would write to the RAT asking for a response to its invitation. If a response was not forthcoming, it was **AGREED** that the RPC would write to the Charity Commission (CC) asking them to engage on the basis that there were no properly appointed trustees and that the RAT had refused the CC's requirements for mediation or arbitration; it would further advise the CC that the RPC, in the absence of any engagement by the RAT, intended to initiate its appointments process to ensure there are trustees for the Charity.

13.2 To **NOTE** agenda item on LOHP 2023 AGM to remove RPC and neighbouring PCs as Appointing Authorities. The discussion at Agenda Item 13.1.1 above meant that no further discussion on this topic was required.

14. To NOTE the draft Redgrave Biodiversity Audit and Action Plan (BAAP) (previously circulated and now available on the website). Cllr Warnes provided draft V.0 prior to the meeting to the PC. This comprehensive draft will continue as a living document and be provided to BMSDC Biodiversity Officer to evidence Redgrave's compliance with the Government's Biodiversity Duty. Many areas are covered including surveys and action plans.

15. To DISCUSS the installation of new benches in the village (proposed locations being the Old School Playing Field (OSPF) and the Knoll). Cllr Gillett provided samples of resin materials for proposed new benches. Cllr Gillett's proposal would be to site the chairs on a hard standing such as large paving slabs and bolted down. It was **AGREED** that Cllr Gillett would provide quotes (with the traditional appearance resin material) for the works and installation of two benches on the Knoll. It was considered there are currently enough seating areas in the OSPF.

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16. To DISCUSS options for reducing incidents of dog waste around the village. Examples of unofficial signs were provided. These and regular announcements on the bulletin/website/free bags were considered not to be overly effective, with one Councillor as an ex-professional dog trainer, suggesting it would not alter the psyche of those choosing to leave their dog's waste. It was **AGREED** to take no further action currently.

17. Items proposed for the next Agenda.

Approval of the Budget for 2024/25 and Precept.

18. Date of Next Meeting. AGREED as Thursday 11th January 2024. All Saints Church, 7pm.

Cllr Warnes and Cllr Denmark offered their advance apologies for not being present at the January meeting.

The Chairman closed the meeting at 20.44

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