



REDGRAVE PARISH COUNCIL

Clerk: Alison Spouncer
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193

MINUTES OF THE MEETING OF THE PARISH COUNCIL

held at 7.00pm on 12th January 2023 at the All-Saints Church, Redgrave.

Present: Chair Cllr Andy Warnes, Councillors Brian Andrews, Elaine Brown, Frank Gillett, Jason Walker, John Giddings, Mike Denmark
Alison Spouncer (Clerk), two members of the Public.

1. **Chairman's introduction and welcome.** The Chairman, Cllr Warnes, welcomed all to the meeting.
2. **Apologies** – Cllr Preston and Ward/District Councillor Jessica Fleming.
Declarations of Interest – None.
Delegated Declaration of Interest Dispensation decisions or dispensation requests where required – None.
3. **Casual Councillor Vacancy**
An application had been received for the position of councillor from Mrs Charlotte Giddings. It was **RESOLVED** to accept this application and Mrs Giddings was invited to take her seat on the Council.
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
Graham Bloomfield of William H Brown and his client (owner of Oak House, The Green) attended to discuss the Permission in Principle (PiP) application for a new build on Mr Hill's land adjoining his house (DC/22/05936 1No Dwelling adjacent to Oak House). Mr Bloomfield described the procedure of the PiP and explained that his client, wished to sell part of his land with planning permission for one dwelling. He explained that the intention was to seek permission for a 1.5 storey building, rather than the 2-storey initially proposed. Mr Bloomfield advised the Council that, assuming the initial PiP is granted, the detailed development proposals will be submitted for consideration as part of the later second ('technical details consent') stage of the PiP process. The Council raised **NO OBJECTION** subject to the assurance that all Public Right of Way (PROW) considerations and environmental and ecological points raised by experts consulted were addressed.
5. **Minutes of the last meeting**
APPROVED - the Minutes of the Meeting of the Council held on **1st December 2022** (previously circulated) were signed as a true and accurate record.
6. **Ward and District Councillor's Report**
Councillor Fleming was not able to attend due to personal commitments and no report was submitted.
7. **Planning**
The following planning applications were received by the Council for comment.

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- DC/22/05936 Application for Permission in Principle (PiP) on Land south of Oak House, The Green, Redgrave, IP22 1No Dwelling. **APPROVED** (see details at Agenda Item 3 - Public Forum above).
- DC/23/00134 Rose Cottage, Half Moon Lane, Redgrave, IP22. Fell 1No Bay Tree. **APPROVED**

8. Parish Clerk's Report

8.1 **RECEIVED** – The Council **RECEIVED** an update on actions still outstanding from previous meetings.

8.2 **APPROVED** – The Council **APPROVED** the draft proposals for Grants and Donations for the 2023/24 budget as discussed at the December 2022 PC Meeting, namely.

- **RBR PCC (Churchyard Maintenance)** – £600.
- **Redgrave Amenities Trust** – to remove with consideration of re-instatement when appropriate.
- **East Anglia Air Ambulance** - £200.
- **Suffolk Accident Rescue Service (SARS)** – £100.
- **Citizens Advice Bureau** – £200
- **Green Redgrave** - £200
- **RBL & Neighbourhood Watch** - £50 each.

TOTAL £1,400

9. Responsible Financial Officer Report

9.1 **RECEIVED** - Financial reports provided.

9.2 **APPROVED** - Reconciliation and payments approved.

9.3 **APPROVED** – IA Play Solutions for Play Equipment Installation - £13,743.60

9.4 **APPROVED** – Fencing gates and bench relocation for OSPF – Costings awaited

9.5 **APPROVED** – Park Bench installation - £402 + £80.40 VAT

9.6 **APPROVED** – a Budget for 2023/24 of £23,502 and a Precept of £24,156.

9.7 **APPROVED**

- The Council's Asset Register has been updated to reflect recent changes, primarily in the move of the children's playground but also to update the insurance valuation.
- Items under £250 have been removed from the insurance valuation as this is the excess value.
- Two items of play equipment from the Old Recreation Ground play area were to be retained (Skynet and Zipwire) in the hope they can be repurposed.
- It was agreed the Teen Shelter would be removed from the Asset Register and disposed of; the Council would try to sell this Asset.
- All other items of old play equipment would be written off and disposed of.
- The white liner has been donated to the Redgrave Amenities Trust (RAT). A formal document has been produced to confirm this donation.
- The old computer and printer are to be removed from the Asset Register and disposed of.
- The Asset Register has been sent to AJG Insurance to support the revised insurance quotation.

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9.8 **RECEIVED** – SCRIBE facility briefing. This new accounting package produces reports suitable for internal and external audits and provides financial and budgetary information suitable for councillors. Councillors were offered read-only access to the application. Cllrs Andrews, J Giddings, Gillett and Walker asked not to be included. It was **AGREED** that Cllr Warnes would extend access to other councillors. Cllr Warnes and the Clerk will have full access to maintain control of the financial position of the Council.

9.9 **AGREED** - It was suggested that a permanent Christmas tree should be planted on the Knoll. An initial estimate of £400 for a mature slow growing tree that would potentially produce 10-20 years of usage. It was **AGREED** that Cllr Warnes should investigate costs and make a recommendation for a suitable tree and that Cllr Denmark should investigate improved lighting decorations for the tree.

10. New Items

10.1 **Annual Parish Meeting.** **APPROVED** 6th April 2023. It was agreed clubs, community groups, local businesses, Gordon Lawrence (transport provision), the pub, Starwing and shop would be invited to provide reports and/or come along. The reports input deadline to be set as 24th March 2023.

10.2 **Internal Audit Review.** Mr Trevor Brown has confirmed that he is willing to undertake this year's internal audit. The Council **AGREED** to appoint Mr Brown as the internal auditor for this year. It was noted that an external audit will be required for the financial year and extra costs have been included in the budget for this purpose.

10.3 **Land behind Churchway.** Cllr Warnes updated the Council on discussions held with the landowner regarding the potential lease of the land behind Churchway. The PC is looking at the option of leasing the land as a facility for older children and adults, the installation of an outside gym and other village usage. The landowner does not have access rights to Mill Lane therefore it has been agreed to approach the Gooderham family (who have possessory rights) to seek access as a good will gesture. This would allow for visitors to drive to the facility rather than parking on Churchway and walking along the footpath. The Council **AGREED** to continue discussions with the landowner.

10.4 **Community Self-Help Scheme.** The Council **AGREED** to participate in the Suffolk County Council Community self-help scheme on a case-by-case basis in the hope that some actions required can be completed by volunteers.

11. Correspondence Received

11.1 The Council **NOTED** the updates from Suffolk Highways.

11.2 The Council **APPROVED** funding of a tube survey to be instigated at an estimated cost of £410 ex VAT to assess the need for a traffic weight restriction through the village. A previous tube survey concluded that there was no need for such a restriction; but the Council considered that it was worthwhile to undertake another survey. Suffolk Highways has confirmed that a Traffic Restriction Order (TRO) would be required to implement a weight restriction of 7.5 tonnes and that this would cost at least £7,000. South Lopham has expressed interest in a weight restriction but does not have the funds to implement such a TRO. Cllr Warnes would request the Suffolk Highways to undertake the tube survey and continue discussions with neighbouring parishes.

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11.3 The HEADWAY Suffolk organization has approached the Council for permission to visit the village with its mobile charity shop. The Council **NOTED** this request and asked the Parish Clerk to get more information to ensure that these visits do not impact current visitors such as the mobile library.

12. Agenda Items proposed for the next meeting

11.1 **Coronation Celebration.** Suffolk Police has requested details of any requirements the village may have for the King's Coronation. It was **AGREED** to consider holding some form of celebration to mark the occasion in May 2023. The Clerk will contact Fiona Kenworthy for any plans she may be considering.

11.2 **Old School Playing Field.** It was reported that the new children's playground should be ready for use by 20th January 2023. A proposal to hold a formal opening was discussed and **AGREED**. Cllr Warnes has invited Cllr Fleming to attend. The Children's Playground Working Group **proposes** to invite children of the village and surrounding areas, the MSDC Grants Team, Ryan Finch (installation company representative) and the press. Refreshments were to be provided with advertising through the newly produced Facebook and Instagram pages (with thanks to Cllr C Giddings). The advantages offered by the area for wider community activities was discussed with suggestions including fun days, nature trails and activities for children to join in with, such as bird box making.

11.3 **Fun Day.** Historical fun days were discussed (annual May event held on the Knoll) and suggested that it would be good potentially to re-instate/update this to engage more of the village. The Knoll was agreed as a good location as it was next to the pub although road safety was acknowledged. Previous events have proved very popular and with precautions taken/road closure there has been no cause for concern. It was **AGREED** to discuss this further.

13. Date of the next meeting – AGREED as 2nd February 2023

The Chairman closed the meeting at 8.41 pm

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