

## **IXWORTH AND IXWORTH THORPE PARISH COUNCIL**

*Minutes of the Parish Council Meeting of Ixworth & Ixworth Thorpe Parish Council meeting held Virtually via Zoom on Wednesday 8<sup>th</sup> July 2020 at 7:30pm*

**Present:** Councillors (Cllrs) Ben Lord (Chairman), Pam Shelton, Terry Lilley, Ben Birrell & John Rowe

**Also Present:** Mandy Adlington (Parish Clerk), C Cllr Joanna Spicer MBE, D Cllr John Griffiths MBE and seven members of the public

### **1. Apologies for Absence**

Apologies were received from Cllrs David Reeve, Vicky Sutton and Sophia Wilson. Apologies were accepted by all present.

### **2. Declarations of Interest**

No declarations were received.

### **3. Minutes of the Previous Meeting**

The draft minutes of the meeting had been distributed to all members prior to the meeting. It was agreed by all present that the minutes were a true record of the meeting, held virtually, on 10<sup>th</sup> June 2020.

It was agreed by all present the Chairman would sign the minutes when the Clerk and Chairman were able to meet.

### **4. Public Forum**

The following points were raised by residents;

- **Councillor Resignation** – Why wasn't the Notice of Vacancy passed to the magazine to publish?
- **Speedwatch** – The Speedwatch group was disbanded some time ago and at that time it was discussed about having a permanent Vehicular Activated Sign (VAS) in Stow Road, was there any progress on this issue?  
**Crown Lane** – A resident enquired if Crown Lane was classed as a highway. Also, could either C Cllr Spicer or D Cllr Griffiths confirm if there is a height restriction for trees on a highway. The resident felt there was a restriction to 8 metres and on larger trees rather than smaller ones.

C Cllr Spicer confirmed that Crown Lane was still classed as a highway, however it was a stopped up highway. C Cllr Spicer stated that it was not closed as it was needed for the footpath for pedestrians and cyclists accessing the village walk. Also, the stopped up end of Crown Lane is the suggested area for the footbridge. As to the height restrictions of trees C Cllr Spicer was not sure of this regulation but she would investigate and report to the resident directly.

The Clerk reported that the Notice of Vacancy had been issued by West Suffolk Electoral Office and placed on notice boards as usual. Usually there is not time to pass to the magazine as the notice period is only 14 days and publication of the magazine is after the end of the notice period. However, on this occasion there had been time and the Clerk apologised this had not been recognised. If this occasion happens again it will be passed to the magazine.

All were notified that there will be an Election for the one vacancy on the Council after Cllr Laughton's resignation. West Suffolk Electoral Office will display a Notice of Election timetable once it has been agreed when elections can start again after the Covid-19 situation as all Elections have currently been postponed until 6<sup>th</sup> May 2021.

The Clerk reported that VAS for the village was still on the Council's project list. C Cllr Spicer also suggested looking at other areas within the village. VAS signs were so much better than previous ones suggested, the Council and C Cllr Spicer stated they would try to move this project forward.

Cllr Lord enquired if the resident felt a new group would be able to be formed. It was suggested that an article be placed in the magazine.

## **5. Report from County Councillor Joanna Spicer MBE**

County Councillor (C Cllr) Spicer reported the following;

- **VAS** – Suffolk County Council (SCC) own the VAS that is sometimes deployed in Ixworth Thorpe. Data can be requested from the sign to show the numbers of speeding vehicles. The Parish Council can request this data to help the argument for installing a permanent sign in Ixworth Thorpe. As mentioned previously, now the situation around Covid-19 is slightly better, VAS in and around Ixworth should certainly be put back on the agenda to discuss further.
- **Kebab Van** – A meeting with Pakenham Parish Council is in the process of being arranged to discuss this and would it be possible for two volunteers from the Parish Council to attend. Hopefully, the meeting will help to once and for all decide on the matter and a plan to move forward. The Chairman would contact the Pakenham Parish Council Chairman to discuss their ideas on this issue.
- **Hempyard Bridge** – C Cllr Spicer hoped to be able to give further information on this matter but had not received the information in time for this meeting. Hempyard Bridge will be reported on again in August
- **Footpath Officer for the Parish Council** – C Cllr Spicer enquired if the Parish Council had a footpath officer who was responsible for walking the local walk and reporting any faulty signs or problems accessing the walk. The members confirmed the Council had no officer at this time

At this time, no volunteers came forward to attend the meeting with Pakenham Parish Council. Members felt as an enforcement notice has already been served, the van was situated in Pakenham Parish and the van was on the highway it was a matter for SCC and Pakenham PC.

District Councillor John Griffiths stated West Suffolk Officers had looked at this issue many times and felt there was nothing further West Suffolk could do on this issue.

## **6. Report from District Councillor John Griffiths MBE**

District Councillor (D Cllr) Griffiths reported the following;

- **Delegation Committee** – West Suffolk Delegation Committee had met to discuss the planning application for removal of a tree at 52 Street Farm Lane. The committee had agreed to give permission for the applicant to remove the tree due to the damage it was causing in the area
- **Civil Parking Officer** – The civil parking officer had visited Ixworth on numerous occasions in the last month and had so far issued many warnings and eight tickets. So far, the officer had only been viewing issues in the High Street and approaching the situation quite softly but in the future, they would be expanding to other areas and completing more enforcements. D Cllr Griffiths one again reminded all this is not the perfect fix to all parking issues in and around the district
- **Leader of West Suffolk District Council**– As Leader of West Suffolk District Council (WSDC), D Cllr Griffiths had forwarded to the Parish Council a statement updating all local Councils on the actions WSDC have taken over the past few months.
- **Persimmon** – West Suffolk's DC planning officer dealing with this application has requested that Persimmon inform them before the end of the month on how they wish to proceed with this application

## **Questions to C Cllr Spicer and D Cllr Griffiths from Councillors**

Cllr Lilley asked whose responsibility it was to clear footpaths, overgrown verges and the verges around roundabouts. On walking in and around the village, he had noticed several overgrown pavements which made them exceedingly difficult to walk along and at several points people needed to walk in the road. Also, the verges around the roundabouts were very overgrown, especially the roundabout near Mulley's, which was causing visibility issues with traffic getting onto the roundabout.

C Cllr Spicer stated that the roundabout verges were the responsibility of SCC and urged anyone concerned to report on the SCC website. Pavements, which some people confuse as footpaths, are sometimes the responsibility of SCC. SCC are responsible for repairing them, but the District Council are responsible for sweeping them. Unfortunately, due to cuts only pavements that are likely to cause serious injury are being repaired at this time. Once again, any issues of concern need to be reported via the SCC website.

Cllr Lord asked if there was any such thing as a cutting schedule anymore.

C Cllr Spicer replied that there is no longer a cutting schedule, however SCC should carry out works to make sure areas are safe and accessible to persons with a disability.

Cllr Lilley asked whose responsibility was it to cut back the hedge in front of the council houses in Stow Road. C Cllr Spicer replied the hedge belonged to Havebury Housing who had trimmed it several times so it would need reporting to them.

### **7. Hempyard Bridge**

Hempyard Bridge was covered in C Cllr Spicer's report.

### **8. Neighbourhood Plan**

Cllr Birrell, the new Chairman of the Neighbourhood Plan Working Group (NPWG), reported that he, the Clerk and Mr Mann (Vice Chair) had held a meeting with the consultant, Chris Bowden, from Navigus Planning to determine at what point the plan is at. At the meeting it was also discussed the options for taking the plan forward and the next steps needed. Draft 2b of the plan had now been sent to him and once again he wished to thank the previous members of the group for a good written plan. The next step is to arrange a meeting of the NPWG to discuss options suggested by the consultant. Once that meeting had been held he would report back to the Parish Council.

### **9. Anti-Social Behaviour**

It was agreed by all present that Cllr Lord could continue to pursue this matter with Havebury Housing and Suffolk Police.

### **10. Parish Council Vacancy**

The Clerk stated as previously reported there will be an Election held for the vacancy after Cllr Laughton's resignation.

The Clerk read the following;

I, as the proper officer of the Council, have been made aware of some confusion around the procedures for an uncontested election, the status of *elected* Councillors and the co-option of Councillors for vacant seats. If you have any questions on the Electoral procedures or the status of the current *elected* Councillors Please contact me and I would be happy to help.

If you wish to see the Notice of the Uncontested Election for May 2019 showing who was Duly Elected please view on the West Suffolk website. Below is the link.

<https://www.westsuffolk.gov.uk/Council/elections/vacancies-elections-results/elections/upload/Notice-of-Uncontested-Election-Ixworth-3.pdf>

### **11. Planning**

**DC/20/0888/TPO** – 3no Sycamore – fell – Land to North of Walsham Road, Ixworth **No Objection**

**DC/20/0935** – (i) 1no. annexe with carer accommodation at first floor level (ii) 1no. cartlodge (iii) alteration to existing access (iv) replacement fencing and gates to frontage (v) courtyard walls (vi) front and rear porch to dwelling (viii) 1no. outbuilding – Lynton House, 4 Thetford Road, Ixworth Thorpe **To be considered again**

**DC/20/1015** – (i) 1no. box Elder – reduce by 4 metres to clear building (ii) row of Sycamores, fell 1no. (iii) 1no. Sycamore – fell (iv) 1no. Sycamore – fell (v) 1no. London Plane – crown lift over drive by 2 metres – Lammas Field, The Paddock, Ixworth **No Objection**

**DC/20/0969** – detached annexe – 6 Peacock Rise, Ixworth - **Objection**

### **12. Accounts**

The following accounts were agreed for payment via BACS

BACS	Wages	£1199.86
BACS	Cardiac Science (Defib)	£114.54
BACS	Navigus (NP)	£672.00
BACS	Anglian Water (Wave)	£16.18

A transfer of funds was not required between the business account and the community account.

### **13. Community Self-Help Scheme**

A meeting was rescheduled for the minor works working party to discuss this on 21<sup>st</sup> July 2020 at 9.30am. The meeting will be held virtually via Zoom.

If the Parish Council decide to start this scheme within the Parish, C Cllr Spicer offered her help liaising with Suffolk County Council (SCC).

### **14. Ixworth Cemetery**

Cllr Lord reported the Cemetery working party has met at the Cemetery to discuss issues around the Cemetery. The following was reported by the group;

- **Grass Cutting** – Unfortunately, edges around the Cemetery were still not being cut correctly and some damage had occurred to flowers on a new grave when the last cut was made. It was agreed to contact the contractor again to discuss these concerns
- **Cemetery Taps** – The two taps at the Cemetery are currently housed within wooden boxes to help stop them freezing during cold months. Unfortunately, the boxes need replacing and the taps also need repairing. Cllr Lilley reported he was meeting with a plumber to discuss repairing the taps. Cllr Lilley was also researching the possibility, and cost, of uncasing the taps in insulated and more hardwearing cases. Once a quote had been received, he would report back to the working group and Council
- **Bench** – The bench in the far corner of the new section of the Cemetery was also being looked at. The group suggested to the Council that it would be more accessible in another section of the Cemetery, possibly between the old section and the new section. A quote had been obtained to move the bench and re-install in suggested area and sit it on a hardcore and shingle base  
It was agreed by all present to accept the quote of £275.00 + VAT to relocate the bench
- **Cemetery Fence Line** – The working group reported that they felt the fence line on the left hand side as you enter the Cemetery was very overgrown and needed cutting back and levelling. On inspection, it was also apparent the fence was beyond economic repair and no longer fit for purpose.  
A quote of £1264.00 + VAT had been obtained to clear, level the area and remove the current fence.  
It was agreed by all present to accept the quote obtained. Once the area is cleared the old fence removed a further quote would be obtained to replace the fence

### **15. Village Sign Cobbled Area**

Cllr Lord requested this item be added to the agenda as it had been highlighted to him that a car was parking on the cobbled area near the village sign. After a discussion on whether no parking signs or extra bollards could be installed it was agreed to pass this matter to SCC, via C Cllr Spicer as the land was owned by them and any damage being caused to the cobbles would be their responsibility to repair.

### **16. Correspondence**

The following correspondence had been received;

**Resident** – A resident had contacted the Clerk to express concerns of overhanging Willow Tree in Commister Lane

The resident states the Willow from the bungalow, next to the gate for Hempyard Bridge, has become very overgrown. The tree branches are causing a problem for cyclists and even brushing tops of cars as they pass. Please could the Council investigate this.

**John Griffiths** – Update after last meeting

**West Suffolk** – Gt Barton NP Consultation

**Joanna Spicer** – Covid-19 update and Libraries Update

**West Suffolk** – Notice of Election

**West Suffolk** - Planning Appeal Notification (Riverside Paddocks, Stow Rd)

**Steve Wilson** – Monthly Report

**West Suffolk** – Suffolk Says Thank You

After a small discussion it was agreed the Chairman would speak with the owner of the bungalow in Commister Lane to request they cut back the Willow tree.

**17. Chairman's Report**

The Chairman requested the members consider making a grant to East Anglian Air Ambulance and Suffolk Accident Rescue Service. Each service unfortunately, had needed to visit the village to offer their services recently.

The Clerk reported that the Parish Council usually receive a request for a grant from each of the groups but due to Covid-19 they had been unable to send letters out. It was agreed by all present to award each group £100 at the next meeting.

**18. Clerk's Report**

The Clerk reported that Mr Steve Wilson would be on holiday for one week. Whilst Mr Wilson was on holiday the Cemetery bin would need to be placed out to be emptied. Cllr Lilley volunteered to do this.

The Clerk also reported the problems with both defibrillators had now been sorted and both were live with the ambulance service.

**19. Councillors Report**

No further reports were made by Councillors.

**20. Date of the Next Meeting**

The date of the next meeting was confirmed as 12<sup>th</sup> August 2020 at 7.30pm. The meeting would be a virtual meeting via Zoom.

**21. Exclusion of Press and Public**

To resolve that, pursuant to the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded for the remaining items of business on the grounds that publicity would be prejudicial to the public interest by the reason of the confidential nature of the business to be discussed

Public and press were excluded at 9.20pm.

**22. Staffing**

Discussed in a closed meeting due to the confidential nature of the business being discussed.

With no further business the meeting closed at 10.05pm.

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Signed

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Date