

## IXWORTH AND IXWORTH THORPE PARISH COUNCIL

Minutes of Ixworth & Ixworth Thorpe Parish Council meeting held Virtually via the Zoom platform on Wednesday 9<sup>th</sup> September 2020 at 7:30pm

**Present:** Councillors (Cllrs) Ben Lord (Chairman), Sophia Wilson, Pam Shelton, Ben Birrell and John Rowe.

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

### 1. Apologies for Absence

The following apologies were received;

Cllr David Reeve-technology issues, Cllr Vicky Sutton-work commitments & Cllr Lilley-personal issue.  
Apologies were accepted by all present.

### 2. Declarations of Interest

No declarations were made.

### 3. Minutes of the Previous Meeting

It was agreed by all present the Chairman sign the minutes as a true record of the meetings held on 12<sup>th</sup> August 2020. The minutes would be signed when the Chairman and Clerk next meet. Minutes had previously been distributed to all Councillors.

### 4. Public Forum

A prepared statement was read out by a resident expressing concerns over the Parish Council's commitment to openness and transparency which was supported by another resident in attendance. The supporting resident reported that a guide was available through NALC (National Association of Local Councils) and ICO (Information Commissioners Office)

With a copy of this statement not having been shared with the Council ahead of the meeting, it was not appropriate or possible for a response to be given and so the Chairman thanked the residents for sharing their thoughts and opinions through this statement.

After presenting this statement, the resident offered to share a copy of it with the Council. The chairman also invited the two residents to write to the Council with their concerns.

The Chairman advised that the Council had already begun the process of reviewing their policies and procedures but that this had to be suspended because of the COVID-19 restrictions.

The Chairman emphasised that that Council is committed in ensuring our compliance and that this statement would be taken into consideration for any possible required modifications alongside advice it is routinely taken as part of the policy review with our various advisors.

### 5. Planning

Advice on the following applications had been received from the Parish Council tree officer.

**DC/20/1327 – (i) 1no Box Elder reduce by 4 metres to clear buildings (ii) Row of Sycamores – fell – Lammas Field, The Paddock, Ixworth** **No Objection**

**DC/20/1348 – (i) 1no Plum, reduce height to 25 metres, pollard remaining branches (ii) 1no Sycamore – prune 15 metres of branches back to trunk – 8a Gough Place, Ixworth** **No Objection**

**DC/20/1393 – 2no Ash and 2no Sycamore – pollard – The Dell, High Street, Ixworth** **No Objection**

**DC/20/1349 – 4no Sycamores – reduce height to 20 metres and pollard existing branches – 7a Gough Place, Ixworth** **No Objection**

### 6. Hempyard Bridge

C Cllr Spicer stated there was nothing further to report at this point. However, she was quietly confident that the bridge would be repaired next year. A company should be, or may have already, visited the site to complete a comprehensive quote for the work required. C Cllr Spicer also wished to highlight some concerns that had been raised with her. The bridge is part of a bridle way and the signs at the bridge clearly state riders must dismount and lead horses across the bridge. C Cllr Spicer has received comments that this is not always happening and is urging riders to dismount, or Suffolk County Council (SCC) may have to close the bridle way but leave it open as a footpath only.

Cllr Rowe had to leave the meeting due to personal circumstances

## **7. Neighbourhood Plan**

Cllr Birrell reported that things were still progressing. A meeting was being held with S W Cross to establish what in the way of infrastructure could be expected if their site allocations were to be included in the plan. The next meeting of the Neighbourhood Plan Working Group would be held on Monday 5<sup>th</sup> October at 7.30pm via the Zoom platform and he hoped he would have further information to give to the group. A further public consultation would be held to gain residents views on what they would like included.

Cllr Rowe wished to make it known at the presentation that funding may be required to fund a possible new Village Hall which may or may not mean a raise in the Parish council tax.

Cllr Rowe also thanked the members of the public for their comments and interest in the Council in the public forum and looked forward to them possibly putting themselves forward at the next election.

Cllr Rowe left the meeting at 7.55pm.

## **8. Planning Amendment Consultation (White Paper)**

The Chairman thanked Mr Spillar for sending his thoughts on the white paper consultation on possible changes to planning. A discussion was held on possible implications to the Neighbourhood Plan, Section 106 payments and how important it was to submit a response.

The Parish Council had also received from NALC suggested areas that would need responding to. It was suggested and agreed to form a working party to look at what responses were required, form a document for agreement at the October meeting to be submitted by the deadline at the end of October.

The Chairman invited Mr Spillar to join the group to assist the Council in creating this document. Mr Spillar agreed to join the group.

The Chairman agreed to contact interested parties to arrange a meeting soon.

## **9. Report from County Councillor Joanna Spicer**

C Cllr Spicer reported the following;

- **Neighbourhood Plan** – C Cllr Spicer has been in discussions with senior members of the Education Department on the future education facilities in Ixworth. Unfortunately, the predicted figures kept changing which do not help the situation. The discussion confirmed that the Education Department are not keen to extend the current school in Crown lane and a new school is still very much the preferred option when the suggested developments happen in the village.
- **Bury Road Bridge Painting** – C Cllr Spicer stated she had visited the site and things it may be a larger project than just painting the posts as suggested. C Cllr Spicer is going to look further into the ownership of the bridge and whether it is a SCC responsibility. C Cllr Spicer suggested that SCC may give the Parish Council permission to retain the services of a company to paint the bridge and then apply for a grant from her locality budget to help with the cost. C Cllr Spicer stated she would liaise with the resident who first highlighted this issue
- **Traffic Survey** – C Cllr Spicer thanked Cllr Lilley for sending her the traffic survey that the Parish Council had completed. It was suggested that a meeting be held to go through all the issues. It was agreed to arrange a meeting in October to discuss further
- **Bloor Homes planning application in Stanton** – C Cllr Spicer enquired if the Parish Council had been given the opportunity to comment on this application. The application in question mentions alterations to the smaller roundabout within the Parish. As the roundabout is in Ixworth & Ixworth Thorpe Parish Council C Cllr Spicer thought the members need to be aware and possibly comment

Cllr Wilson requested if C Cllr Spicer would investigate the VAS sign in Ixworth Thorpe. Once again, the signs are on the posts, but the batteries seem to be flat again. C Cllr Spicer stated she would investigate.

Cllr Lord requested if members were happy for him to view the planning application above and ascertain why the Council were not consulted and if it was still possible to make comment. It was agreed by all present that Cllr Lord peruse this matter.

C Cllr Spicer can be contacted on [joanna.spicer@suffolk.gov.uk](mailto:joanna.spicer@suffolk.gov.uk)

### 10. Report from District Councillor John Griffiths

D Cllr Griffiths reported the following;

**Covid-19** – West Suffolk District Council (WSDC) had been extremely busy over the last few months responding to this issue. Recently there had been two outbreaks within the area that had been dealt with promptly

**Environment** – D Cllr Griffiths reported that WSDC were installing further E Charging points in town and hoped to widen to villages in the future

**Locality Budget** – D Cllr Griffiths encouraged groups within the Parish to apply for a grant from his locality budget

**Leader of the Council Report** – D Cllr Griffiths reported he had published his latest Leader of the Council statement and he would be happy to share with the Parish council and any resident if they were interested

D Cllr Griffiths can be contacted on [john.griffiths@westsuffolk.gov.uk](mailto:john.griffiths@westsuffolk.gov.uk)

### 11. Accounts

The following payments were agreed for payment;

BACS	Wages	£1464.48
BACS	H M Rev & Customs	£542.09
BACS	M J Nunn Surfacing Ltd	£1846.80
BACS	EWP Consultancy Ltd	£178.80
BACS	Community Heartbeat (De-Fib Ixworth Thorpe)	£126.00
BACS	Suffolk Pest Control	£58.80
BACS	A Adlington (Expenses)	£90.00
	Direct Debit Nest Pensions	£50.35

The RFO (Responsible Finance Officer) was authorised to transfer £3500 by on-line transfer from the business account to the community account.

### 12. Ixworth Cemetery

The Clerk reported that the clearance of all the overgrown hedges etc on the left hand fence line, as you enter the Cemetery, has now been cleared. A quote had been obtained to install new fences in this area. The quote for £1120 was accepted and agreed by all present. The Clerk was instructed to inform the company who supplied the quote.

The Clerk reported that the company who quoted to clear the moss from the entrance roof would visit the site again to re-assess.

### 13. Correspondence

The following correspondence was received;

- **NALC /SALC** –Changes to Current Planning System, White Paper(planning for the future), Transparency and Competition
- **Roger Spiller** – Planning for the Future
- **Stephen Mann** – Letter from Chairman Jiggins ICO
- **EWP Consultancy Ltd** – Cemetery Tree Inspection
- **SCC** – Hempyard Bridge Inspection (05.08.20)
- **SCC** – Regulation 16 – Adoption
- **SCC** – School Entrance Markings
- **Steve Wilson** – Monthly Report
- **WSDC** – Civil Parking Enforcement Monthly Update

It was agreed that no responses were required that had not been covered in a previous item on the agenda.

#### **14. Chairman's Report**

The Chairman requested permission from the members to write an article for the magazine. Due to Covid-19 restrictions an Annual Parish Meeting had not been held this year so the article would be a way of updating residents of the issues the Parish council had dealt with over the previous year. It was agreed by all present that the Chairman could write the article.

#### **15. Clerk's Report**

The Clerk reported the following issues that are currently outstanding;

- **Speed Signs**
- A meeting still needs to be arranged on site to discuss further – this has proved exceedingly difficult due to Covid-19 restrictions
- **Roundabout Sponsorship**
- Awaiting Sponsorship logos for Marketing force to produce signs
- **Community Self- Help**
- I am obtaining information from a Parish already enrolled into scheme and from the SCC officer leading the scheme. Once information is obtained it will then be added to a future agenda for further discussion
- **Robins Copse**
- A resident has been concerned for some time about tress dangerously overhanging his property. I had spoken to the wildlife group who informed me a tree surgeon had visited the site and would be sending the PC a report, but this has not yet been received. Do I have permission to chase this to chase myself rather than through the Wildlife group?  
Permission was given for the Clerk to move this issue forward
- **Council Training**
- It was agreed just before lock-down that the Council would undertake various training courses. SALC are now beginning to start them again, either online sessions with a small number of participants or live webinars.  
Currently they are starting with planning and Cemetery management and a couple of other issues. The Clerk enquired if the Council would like her to investigate for some possible dates for Oct/Nov. It was agreed by all present to ascertain some dates
- **Christmas**
- Unfortunately, Cllr Sutton is unable to attend this evening. Cllr Sutton arranged a highly successful Christmas tree light switch on last year but agrees in the current unprecedented times a large gathering will not be possible. Cllr Sutton is requesting that towards the end of the year an agenda item could be added to possibly discuss a much larger event for 2021 such as a street fayre much larger, possibly a street fayre. It was agreed by all present to add to a future agenda
- **Parish Emergency Plan**
- I am still awaiting a response from WSDC from the officer in charge of this scheme
- **Play Area**
- Some minor issues have arisen from the latest play area inspection. I will investigate and report back to the members in November
- **Flowerpots in the High Street** – Following a residents article in the magazine a resident had come forward to volunteer to look after the flowerpot outside the ICE dress shop. The members wished to thank the resident for their kind offer
- **Clerks Holiday**
- The Clerk reported again that she was on holiday from Friday 18<sup>th</sup> Sept until Monday 5<sup>th</sup> October. The Clerk would look at my emails once a day and pass on anything to the Chairman that needs to be dealt with before her return. An out of office would be placed on the pc email account informing residents

#### **16. Councillor Reports**

Cllr Wilson reported that one of the panes in the bus shelter had been shattered and needed replacing. The Clerk was instructed to investigate this matter.

**17. Date of the Next Meeting**

The date of the next meeting was confirmed as Wednesday 14<sup>th</sup> October at 7.30pm. The meeting would be held virtually via the Zoom platform.

**18. Exclusion of the Press & Public**

It was resolved 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 8.50pm.

**19. Staffing**

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

With no further business the meeting closed at 9.15pm.

.....  
Signed

.....  
Date