

IXWORTH AND IXWORTH THORPE PARISH COUNCIL

Minutes of Ixworth & Ixworth Thorpe Parish Council meeting held in Ixworth Village Hall on Wednesday 14th July 2021 at 7:30pm

Present: Councillors (Cllrs) Ben Birrell (Chairman), Sophia Wilson, Pam Shelton, Ben Lord, Vicky Sutton, Steve Wilson and Debra Reay.

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

1. Apologies for Absence

Apologies were received from Cllr Black – accepted by all present.

The Clerk notified members that Cllr Terry Lilley had resigned his position on Ixworth & Ixworth Thorpe Parish Council. The Clerk had notified the Electoral Office and was waiting for the Notice of Vacancy to be issued. Once received it would be displayed in the usual manner.

The Chairman wished to thank Cllr Lilley for all his hard work while being a member of Ixworth & Ixworth Thorpe Parish Council, especially on health and safety matters.

2. Declarations of Interest

Cllr Sophia Wilson declared a pecuniary interest in planning application DC/21/1198/FUL.

Cllr Lord declared a non-pecuniary interest in item 23, Cllrs reports, as he would be discussing a matter relating to The Royal British Legion (TRBL).

3. Minutes of Previous Meeting

The draft minutes had previously been distributed to all Councillors and taken as read.

It was agreed by all present that the Chairman sign the minutes as a true record of the meetings held on 9th June 2021.

4. Public Forum

The following comments were received from members of the public present;

- **Planning** – a statement was read out in relation to planning application **DC/21/1198/FUL**. The conclusion of the statement was that this application
 - (i) Breaches the principle of no new housing on 'rural' sites
 - (ii) Is not a true replacement option as it does not replace the existing properties like for like basis
 - (iii) Designs are inadequate to reflect the real living conditions of real people
 - (iv) Indicates environmentally deficient heating arrangements
- **Bins for dog waste** – a resident enquired who emptied the dog waste bins within the Parish as there are concerns that they are often overflowing
- **Parish Council** – The local history recorded explained that she had been looking into the history of the Women's Institute (WI). In 1920 the WI encouraged its members to get involved and understand local Councils and it is pleasing to see that the Parish Council now have a majority of female members. May I congratulate the electorate on this situation.

The resident with the concerns of the planning application was encouraged to submit his comments to WSDC planning department.

D Cllr Griffiths explained that he thought that most bins for dog waste were collected by WSDC.

5. Report from County Councillor Joanna Spicer MBE

C Cllr Spicer reported on the following:

- **Chalk Lane** – With reference to the residents' concerns about the possible safety issues around the small roundabout in Chalk Lane, C Cllr Spicer suggested asking all residents what they want within that area. If anything could be done to alleviate the situation it would be better if all residents within the area agreed.

- **Hempyard Bridge** – Suffolk County Council (SCC) were proceeding with this repair and a listed building application had been sent to West Suffolk District Council (WSDC). It is hoped that work may begin late Summer or early Autumn if no further issues arise
- **Streetlights** – C Cllr Spicer explained that due to the concerns around street lighting in the Parish she has arranged a walk around the Ixworth with an officer from Suffolk County Council (SCC) on Monday 27th September at 8pm. It was agreed that some members of the Safety & Accessibility Working Group would attend the meeting

Cllr Steve Wilson stated that at a recent training event with Suffolk Association of Local Councils (SALC) it was suggested they could, in many circumstances, offer advice and help with various situations with a Parish. It was agreed that Cllr Steve Wilson would write a report for the Clerk to pass to SALC on the Chalk Lane concerns to see if they can assist in any way with thoughts and comments.

6. Report from District Councillor John Griffiths MBE

D Cllr Griffiths reported the following;

- **Civil Parking** - the team have visited Ixworth on three occasions this month, but no tickets had been issued
- **Annual Report from WSDC** – the Annual Report is in the final stages of completion and would be distributed and available to view on the WSDC website as soon as finalised
- **Parking Charges** – D Cllr Griffiths wanted to follow up on a point from the previous meeting. It was very unfortunate that the parking charges had to be increased but D Cllr Griffiths wished to highlight that the increases had been delayed for over 18 months
- **Grants** – a restart grant, following Covid 19, has now been initiated. Grants of between £250 & £2500 can be applied for from organisations within the Parish. Please contact WSDC for further details.

The following questions were put to C Cllr Spicer-

- **Scott Road pavements** – is there any further information on this issue as the pavement seem to have various marking and numbers on them. Also, no response had yet been received from SCC from a letter sent many months ago on this issue. C Cllr Spicer replied stating she had not been given any information on Scott Road, but she had requested that this be investigated as soon as possible. C Cllr Spicer suggested writing to Peter Bradfield with concerns as he was the Officer for Development Control.
- **Recent Inquest Findings**– does SCC have any comments on the recent inquest into the fatal accident on the A1088. C Cllr Spicer confirmed that SCC had not yet made any comment on the inquest findings
- **Footbridge over the by-pass** – Cllr Lord stated it had been a couple of years since the last meeting on this issue but there does not seem to have been any progress. C Cllr Spicer responded by stating the designs which had previously been written were now with all the relevant parties and should now come into all planning discussions with developers.
A discussion was held that it should be SCC sorting transport issues within the Parish by developing a transport concept that developers, when submitting planning applications or initial discussions, have to follow rather than developers making future transport decisions for the Parish
- **Ixworth Thorpe** – Cllr Sophia Wilson enquired if anyone had received a report from Francesca Clark after her visit, some time ago, to Ixworth Thorpe. C Cllr Spicer stated that a letter had been sent to D Cllr Griffiths, D Cllr Griffiths stated he had not received anything yet. After a discussion C Cllr Spicer agreed to chase further information on the issues in Ixworth Thorpe.

Cllr Reay enquired what WSDC position was on pesticide spraying on verges. D Cllr Griffiths responded that WSDC did have a policy on such things as pesticide use within the district.

7. Planning

Cllr Sophia Wilson left the meeting room while this application was being discussed due to a pecuniary interested declared earlier.

DC/21/1198/FUL – Three dwellings (following demolition of existing buildings) – Land north of Green Acre, Thetford Road, Ixworth Thorpe **No Objection**

Cllr Sophia Wilson returned to the meeting room.

DC/21/1378/TCA – Fell one Tamarisk (marked on plan) – 16 High Street, Ixworth –

No comment, insufficient information

8. Accounts

The following accounts were agreed for payment;

BACS	Staffing	£1102.72
BACS	Wave (Anglian Water)	£14.96
BACS	J R Garden Maintenance (2 invoices)	£1080.00
BACS	WSDC (litter bin)	£355.19
BACS	Ixworth Village Hall	£96.81
BACS	TOP Garden Services	£615.00
BACS	Resident (Plant Britain)	£20.00
Direct Debit NEST		£36.12

The Responsible Finance Officer (RFO) informed members that no transfer was required this month. Cllr Sophia Wilson would authorise, online, the payments above.

9. Annual Parish Meeting - 21st July 2021

Cllr Reay confirmed that the Annual Parish Meeting (APM) will be held at SET Ixworth on Wednesday 21st July 2021 at 7pm.

Cllrs Reay, Birrell and the Clerk were meeting with Joe Marques, the lettings co-ordinator for the school, on Monday evening just to confirm details such as the number of chairs and tables.

Cllr Reay reported that 11 groups had shown an interest attending and giving a small talk or wishing to have a display table.

The school were unable to supply refreshments, so it was resolved to supply cheese and wine on the evening with a budget no higher than £300.

Cllr Birrell would arrange wine and glasses and Cllr Sutton would arrange cheese platters.

10. Parish Council IT Provision

The Clerk distributed a report to Cllrs. It was resolved to discuss and decide this item at the August meeting when all Cllrs had reviewed the document.

11. Neighbourhood Plan

Cllr Birrell read the following report;

I, Stephen and Mandy met with Chris Bowden, the Parish Council (PC) consultant, to confirm the next stage of the plan. Chris is going to review the document and suggest any changes that need to be made and then to informally present the document to the Parish Council for approval.

This evening we received feedback from Chris that included minor changes to the document, including the cover, photos of green spaces and maps.

We hope to have these changes in place by the end of next week and ready for presentation to the PC soon after.

If possible, I would like to send out a digital copy of the document for review, we can then add the neighbourhood plan to the next meeting to discuss points and approve the document.

12. Play Area

The Clerk reported that Cllr Sophia Wilson, Cllr Pam Shelton and she had met at the play area to discuss the findings of the latest play area inspection. It was reported to members that the play area is looking very tired and in need of some care.

Cllr Sophia Wilson stated she had arranged a meeting with Playdale to discuss the repairs required and the possibility of additional accessible equipment.

It was resolved that a report be written on suggestions required to bring the play area up to date, look into the findings of the latest inspection and report back to all members at a future meeting.

13. Vehicle Activated Sign Ixworth

Cllr Steve Wilson had distributed to all members prior to the meeting a report on possible sites for a VAS in Ixworth. Cllr Steve Wilson explained that two locations, Thetford and Bardwell Road had approval from SCC and residents close to the proposed sites. Unfortunately, approval from residents in Stow Road at this point had not been forthcoming.

Cllr Steve Wilson recommended that the PC go ahead and purchase a VAS to use at the sites indicated in Thetford and Bardwell Road. Cllr Steve Wilson stated he would move the VAS between the two sites and charge the batteries as required.

It was resolved to purchase the VAS at a cost of £1952.37 along with the cost of any new poles, including installation, that are required.

The Clerk was instructed to contact the company supplying the VAS sign to place the order and Cllr Steve Wilson was instructed to contact SCC about installation of new poles required.

14. Parish Council Working Groups

The Clerk had previously distributed to Cllrs a document explaining the rules governing working groups of the Parish Council. It was agreed by all present to follow these guidelines when forming any working groups delivering short term projects for the Parish Council.

It was agreed to set up a Safety & Accessibility Working Group. A draft of Terms of Reference had been written and supplied to the Clerk. The Clerk would amend if necessary and bring to the next meeting for approval.

15. Parish Council Projects

It was agreed the following would be updated at the August meeting;

- Roundabout Sponsorship
- Christmas Celebrations

The PC has received a request to consider the possibility of installing a decorative piece of art on the roundabouts, such as the Ixworth Chicken. It was agreed to discuss this further at a future meeting.

Cllr Steve Wilson volunteered to look at Community Self Help Scheme now that Cllr Lilley had resigned. The Clerk would forward any information and contact details to Cllr Steve Wilson.

The Clerk was instructed to write a report on an Emergency Plan for the next meeting.

16. Correspondence

The following correspondence had been received;

- **Chalk Lane Resident** – Response to PC re concerns over road safety in Chalk Lane
- **WSDC** – TPO Consultation + attachment
- **HM Lord-Lt of Suffolk** - Festival of Suffolk 2022
- **Resident** – Overgrowth in Churchyard
- **Ben Heather** – Discovering Suffolk
- **Resident**– Installation of a Roundabout Centerpiece
- **Ixworth Village Hall** – Play Area Lease
- **WSDC** – PC Newsletter
- **Green Ixworth** - Thomas Close
- **S Spiller** - Street Lights
- **WSDC x 3** – Grass Cutting Schedule
- **Youth Club** – discussed as a separate agenda – item 18
- **Resident** – Ixworth Access to walks around village
- **Resident** – Planning email and document

The Clerk was instructed to contact the resident concerned about overgrown hedges within the Churchyard explaining that a meeting will be held with Rev Karen Burton to discuss further.

17. Memorial Garden

Cllr Birrell mentioned that he, and the PC, had been approached about developing a memorial garden in Ixworth.

It was agreed that Cllr Birrell would bring back further thoughts to a future meeting. It was suggested speaking with the Jiggins Trust (village hall) as they were discussing developing the playing fields.

18. Youth Club

A report had been received from Mike Jones in relation to funding of a youth club in Ixworth. The report had been distributed to the members prior to the meeting.

It was resolved that the Parish Council would assist in funding this project at a cost of £5000 per year for the next 3 years. The funding for year 2021-2022 would be allocated from the general fund and funding for the following two financial years would be included in forthcoming budget plans for those years.

The Clerk was instructed to inform Mike Jones.

19. Climate Emergency/Carbon Reduction

Cllr Reay had previously distributed a briefing paper titled Reducing Our Carbon Emissions to all Cllrs.

It was resolved that the PC would endorse the project and that Cllr Reay would be the PC representative for the project and attend the inaugural meeting on the 15th of July 2021. Cllr Reay would then report back to Cllrs on the outcome of the meeting

20. Parish Council Meetings (Live Streaming)

Cllr Birrell had previously distributed a report on his suggestion to trial live streaming of PC meetings. Cllr Birrell had suggested using facebook and as there were concerns expressed using this platform it was agreed that the PC should consider You Tube. Cllr Birrell stated he would now look into this platform and report further at the August meeting.

21. Chairman's Report

The Chairman read the following statement;

Blackbourn task force

Last meeting I asked if I could have permission to contact other Parish Councils to discuss the possibility of setting up a Blackbourn task force, the purpose of this group was to enable the collective communities to monitor developments, analysing the infrastructural impact whilst managing communications with developers and county councils, and feeding back to members on the findings. I have had positive responses from Gt Barton Pakenham, Bardwell, Barningham, Stanton and Hepworth.

What I would like now is delegates/volunteers from the Parish Council and the parishioners to support this project and start putting the bare bones together, this will involve setting up the meeting with other parishes and setting out the working conditions, aims and objectives.

I would also like permission to advertise this roll on social media and the Ixworth magazine.

It was felt that at this stage the other PC Chairs were expecting a meeting with only the Chairman. The other Parish Council Chairman's could then fully understand the task force and take the information back to their Councils for a decision on whether they wish to formally join and nominate members of the group. As Cllr Lord had met with the other Chairs previously, he volunteered to join the group if the Chairman required help. Cllr Reay expressed an interest in joining the group.

It was resolved that the Chairman go ahead and arrange a meeting with Parish Chairman's to discuss further. It was resolved that if the group was formally set up a Terms of Reference, agreed by Ixworth & Ixworth Thorpe Parish Council and other Parishes would need to be drawn up.

Proposal for wards in the community

A member of the public has approached me with an idea to divide the community into wards with a Councillor directly responsible for each area, if possible, I would like to put together a report which will give more information about the idea so that we can have a discussion next month.

It was agreed by all present that the Chairman put together a report for further consideration at a future meeting. However, it was felt this was perhaps not required in such a small Parish.

22. Clerks Report

The Clerk gave the following report;

- **St Mary's Church**

The Clerk reported that she and the Chairman were meeting with Rev Karen Burton tomorrow afternoon to discuss a few issues in and around the Churchyard. It was agreed to speak with Rev Karen on her thoughts on grass cutting and leaving areas free from cutting.

- **Website**

The new website is just about ready to launch just needs a few pages altered. The Clerk informed members she would place an article in the magazine informing residents of the new site address. The Clerk requested that members who had not done so to please send her their personal information to be included on the new website.

- **Robins Copse**

The Clerk reported she had spoken with the tree surgeon who quoted for the overhanging trees from Robins Copse to ascertain when this work would be completed. The tree surgeon informed the Clerk that he would be submitting a planning application as the trees are in the conservation area.

- **VH Recycling Bins**

The Clerk reported that prior to his resignation Cllr Lilley had requested that she confirm any issues relating to the recycling bins in Ixworth Village Hall car park are the responsibility of Ixworth Village Hall, not the Parish Council.

It was suggested that the village hall be contacted to request that they place an article in the magazine also giving this information.

- **PC Printer**

The Clerk reported that the current PC printer is having issues such as noise and getting jammed often. It was agreed that the Clerk could obtain a quote for a new printer.

23. Councillors Report

Cllr Shelton thanked Cllr Lord for bringing up the issue of pavements in Scott Road area as members of the public had mentioned to her the unusual markings that had been painted on them.

Cllr Sutton wished to thank Sue Spiller on the help with the streetlights.

Cllr Sophia Wilson enquired if the data from the VAS has been made available, if the cobbles by the Ixworth village sign are going to be repaired, and the Heath Road sign has still not been repaired.

Cllr Reay thought the recent training was very useful with a lot of interesting information and wondered how the Council could make best use of the training received.

Cllr Steve Wilson wished to arrange the collection of the Parish Council leaf blower from his house. Cllr Steve Wilson also reported that another resident had approached him with concerns of overhanging trees from Robins Copse. Cllr Steve Wilson had mentioned this to Robins Copse Wildlife group who agreed to look next time they inspected the trees.

Cllr Lord, as representative of Ixworth Branch of TRBL wished to inform the Council that refurbishment work on the telephone kiosk in Stow Road would start soon.

Cllr Lord also wished to bring to the Councils attention that the planter in front of the War Memorial had been planted with flowers. The planter was purchased by the PC for residents to place crosses of remembrance. Cllr Lord had spoken with the Clerk, TRBL and Rev Karen Burton who could not give any information on who had planted the flowers.

It was agreed the streetlights working group would now be called Safety & Accessibility Working Group (SAWG). Terms of reference would be written for agreement at the next meeting.

It was agreed to write to C Cllr Spicer to request the name of the person to contact re the VAS data. It was agreed to write to C Cllr Spicer to discuss the cobbles and the Clerk was instructed to report the sign again.

The Clerk agreed to arrange with Cllr Steve Wilson collection of the leaf blower.

A member of the public explained that she had planted the flowers within the planter. Some time ago when the planter was installed it was agreed that from November to April the planter would be left empty but from April to November the then Women's section of TRBL would plant plants. The resident stated she had just carried on with this arrangement. Cllr Lord thanked her for her information.

24.Date of the Next Meeting

The next meeting was confirmed as Wednesday 11th August 2021 in Ixworth Village Hall at 7.30pm

With no further business the meeting closed at 10.05pm.

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Signed

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Date