

## IXWORTH AND IXWORTH THORPE PARISH COUNCIL

*Minutes of Ixworth & Ixworth Thorpe Parish Council meeting held in Ixworth Village Hall on Wednesday 8<sup>th</sup> September 2021 at 7:30pm*

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

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

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

Apologies were received from Cllrs Sutton & Black – apologies were accepted by all present.

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

No declarations were made.

### **3. Minutes of Previous Meetings**

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 meeting held on 11<sup>th</sup> August 2021.

### **4. Public Forum**

A resident highlighted her concerns about the lack of public toilets within the village. Currently, due to vandalism, the public toilet situated at the village hall has been closed and the village hall committee have no plans to re-open it.

The resident requested that the Parish Council (PC) look into ways to stop vandalism and anti-social behaviour. Cllr Reay suggested that the PC investigate the possibility of establishing a public toilet within the village. It was agreed to add to the October agenda for further discussion.

**Action: Clerk**

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

C Cllr Spicer stated she did not have a full report this month however she would be happy to take questions from the members.

The following questions were put to C Cllr Spicer –

- **Bridleway leading to Hemyard Bridge** – A resident had reported to Cllr Steve Wilson that the bridleway was in poor condition. C Cllr Spicer urged members to report on the online reporting tool on the Suffolk County Council (SCC) website. C Cllr Spicer stated she would also mention to the Rights of Way team at SCC
- **Response from SCC** (including Cabinet members) – Cllr Lord again stated that the PC had still not had any reply to all the correspondence re the pavement in Scott Road. Cllr Lord wished to state his disappointment that a resident had contacted Paul West and had received a reply and correspondence within two weeks but here the PC is nine months later and no response

C Cllr Spicer informed members that she was arranging a meeting with the Cabinet member to list all the outstanding issues within the Parish.

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

D Cllr Griffiths sent his apologies. Cllr Birrell read the following report received from D Cllr Griffiths;

- **Civil Parking Enforcement** - there were 49 visits to Ixworth during August (including to some new areas in the village as requested last month) and one PCN issued
- **Persimmon Planning Application** I understand that Persimmon have now been in touch with the planners at West Suffolk Council (WSCC) seeking further advice from the Local Planning Authority (LPA) in respect of the allocated sites.
- **WSC Planning Strategy** - the team have invited Ixworth PC to attend a meeting to discuss their neighbourhood plan and the emerging local plan
- **Ixworth Thorpe** – the planning application discussed previously was withdrawn the day before Development Control committee was due to consider it last week, following the submission of amended plans and the need to reconsult accordingly

- **Blocked Drain Ixworth Thorpe** - I remain hopeful that the blocked drain under Bardwell Road in Ixworth Thorpe, which is still causing flooding (even in the dry weather we have experienced), will be cleared/repaid by SCC Highways, as promised several weeks ago, though I will probably have to escalate this very longstanding saga with the SCC portfolio holder and others if this does not happen very swiftly now. Any help Joanna Spicer, as our County Councillor could provide in this respect would of course also be appreciated

## 7. Accounts

The following payments were agreed;

BACS	Staffing	£1098.33
BACS	PKF Littlejohn	£360.00
BACS	RBS Solutions	£240.00
BACS	WSDC	£3434.37
BACS	JR Garden Services	£560.00
BACS	A Adlington (expenses)	£100.76
Direct Debit	NEST	£35.65

The RFO (Responsible Finance Officer) was authorised to transfer £4000 by on-line transfer from the business account to the community account.

Cllr Sophia Wilson would authorise, online, the payments above.

**Action: Cllr Sophia Wilson & the Clerk**

## 8. Correspondence

The following correspondence was received;

- **Festival Of Suffolk** – Invitation for Chair to attend a meeting to discuss further
- **Resident** – Walnut Tree St Mary's Churchyard overhanging resident's garden
- **D Cllr Griffiths** – Members Statement
- **D Cllr Griffiths** – Civil Parking Report (July 2021)
- **WSDC** – Delegation Committee 01.09.2021
- **WSDC** – LUIU & CCLA Cllr Awards
- **Paul West SCC** – Response to Permissive footpath issue from a resident
- **John Griffiths** – Tree & Planning Overview

It was agreed that the Chairman would attend the Festival of Suffolk meeting. The Clerk was instructed to respond to the invitation.

**Action: Clerk**

It was agreed that the Clerk, when meeting with the tree surgeon, also include a quote for work required on the Walnut tree along with tree work already required.

**Action: Clerk**

## 9. Chairman's Report

The Chairman reported that he had received and accepted an invitation to attend the RAF Honington Annual Formal Reception on Thursday 23<sup>rd</sup> September.

The Chairman declared a non-pecuniary interest in this item.

The Chairman reported that The Ixworth Events Group were beginning to discuss and arrange something for the Queens Jubilee next year.

## 10. Councillors Reports

Cllr Sophia Wilson reported the following;

- **Play Area** - the play area had been cleaned but the whole area still looked very tired and was in a need of an upgrade. Cllr Sophia Wilson stated she would work with Cllrs Shelton, Black and Sutton to put together a formal plan for the PC to consider at a future meeting.
- **Roundabouts** – Who is responsible for the stone chevrons on the roundabouts; will Marketingforce be looking after these? Cllr Birrell stated that as far as he was aware Marketingforce only cut the grass on top. Cllrs expressed their concerns that the chevrons had not yet been repaired from a recent accident. Cllr Lord stated a report had been made, report number 328418 at SCC.
- **Cobbled Area by Ixworth Village Sign** – The cobbles were very loose, and work was required. C Cllr Spicer agreed that this was the responsibility of SCC, and she would add to her list of issues to chase.
- **Ixworth Thorpe** – No response had been received from Francesca Clarke on who owns what land in Ixworth Thorpe

Cllr Reay reported the following;

- **Big Green Week** – Cllr Reay informed members that there was a national event titled Big Green Week happening during September
- **Groundwork Carbon Champions** - the Groundwork Carbon Champions would be visiting Ixworth on 15<sup>th</sup> & 17<sup>th</sup> September. Cllr Reay stated that would be asking people to take part in a survey and give out information on how people can reduce their carbon footprint
- **D Cllr Griffiths** - Cllr Reay also wished to thank D Cllr Griffiths for his summer briefing which she found very helpful and interesting.
- **Minutes** - Cllr Reay thanked the Clerk for including action points within the minutes.
- **Holiday Activities** – Cllr Reay requested that the PC discuss the possibility of arranging some holiday activities for children during the Easter and Summer holidays

Cllr Steve Wilson reported the following:

- **Suffolk Police** – Previously the Police have attended meetings or given have sent a written report to the Council, does this not happen anymore?
- **Overhanging Hedges** – A resident had complained to him about overhanging hedges from Hicks Bungalows
- **Chalk Lane** – a resident had complained that another resident had replaced a hedge with a fence which is obscuring the sight line. Previously at another property in the area a fence replacement had to have a retrospective planning application

Cllr Lord reported the following;

- **Post Office Services** – Cllr Lord reported that he had received a response from the local MP's Office on the issue of a Post Office within Ixworth. Cllr Lord reported that he had been invited to attend an MP surgery to discuss further

C Cllr Spicer stated that there is a new Liaison Police Officer who was very keen to meet Parish Councils. The Clerk would contact him to invite him to a future meeting.

**Action: Clerk**

## **11. Parish Council Projects**

The following updates were received;

- **Play Area** – updated in Cllr Sophia Wilson's report but Clerk informed members that she had removed the play area sign to replace with a new one. The current sign was damaged and a health & safety risk.
- **Roundabout Sponsorship** – Cllr Birrell reported that he was waiting for confirmation from Marketingforce on sign design for the companies who wish to advertise on the roundabouts. Cllr Birrell, as stated previously, would get specifications on what they will do and not do on the upkeep of the roundabout
- **Emergency plan** – Cllr Steve Wilson had distributed a briefing to members prior to the meeting. Cllr Steve Wilson stated he was working with the Officer at SCC on starting to write an Emergency Plan for Ixworth. Cllr Steve Wilson suggested that it should contain specifics to Ixworth and if any members had any thoughts, please send to him whilst he is writing the plan. The plan would not be as detailed as some drafts that had been suggested, such as including various contact numbers, as this would be very difficult to keep updating as the completed plan would be held with various organisations.
- **Community Self-Help Scheme** – Cllr Steve Wilson had distributed a briefing to members prior to the meeting.  
As previously agreed, I have investigated the Parish Council joining this scheme. My recommendation would be the Council do not join the scheme as any work which we may wish to do could be completed by a current employee. The Cemetery Caretaker had expressed a willingness to undertake minor work around traffic signage and this work could be completed safely using our own procedures. Most of the work related to the approach to Ixworth from the Bardwell direction. The small wooded area here needed attention and C Cllr Spicer confirmed that this belonged to Suffolk Highways.  
It was resolved not to join the Community Self-Help Scheme. The Clerk would check the PC insurance to check an employee was covered to undertake the work, and Cllr Wilson would complete a risk assessment and inform SCC of the Council's decision. **Action: Cllr Steve Wilson & the Clerk**
- **St Mary's Churchyard** – reported at a previous meeting
- **Vehicle Activated Sign (VAS) Ixworth** – the VAS had been ordered but delivery had been deferred until the poles are installed.  
Cllr Steve Wilson reported that once the sign is received some clips and a padlock would need to be purchased. The supplier of the sign had also informed Mandy that a laptop was required to programme the sign and download all data. Cllr Steve Wilson stated he was going to speak with another Parish to see how they complete this, but Cllr Steve Wilson stated he would be happy to use his own laptop rather than

purchasing a new one at this stage. Permission would be required from Pakenham Parish Council to use the site in Bury Road.

**Action: Clerk**

- **PC IT Provision** – Cloudy IT had been informed that their quote had been accepted. The Clerk informed members that she would hopefully start work on transferring all documentation over the next couple of months, hours permitting

**Action: Clerk**

### **12. Planning**

**DC/21/1589/TPO** – Land next to Hill Top House, Ixworth – TPO 139 – one Sycamore- reduce the lowest branch over the garden of Hill Top House by four metres, one Sycamore – reduce misshaped leader to leave five metres above ground level – one Sycamore – re-pollard back to six metres above ground level (application by Ixworth & Ixworth Thorpe Parish Council)

**No comment**

### **13. Neighbourhood Plan**

A copy of draft 2d had previously been distributed to all Cllrs prior to the meeting.

Below are some of the comments received from Cllrs;

- Photographs, including the front page, required altering as they were inadequate
- The text required checking again as they were a few typo errors, such as punctuation and spelling
- Ixworth Thorpe was hardly mentioned, but it was also commented that the settlement boundary for Ixworth Thorpe should be removed
- The footbridge over the by-pass should be strongly mentioned and the footbridge should be suitable for cyclists and wildlife
- The section on the village hall should be rewritten as concerns were raised that it not in the spirit of the Neighbourhood Plan (NP)
- Green spaces such as the green in Coddington Way, are not included
- The section mentioning school provision, such as a new school, is not strong enough and needs to be rewritten
- Access to the countryside from the Parish via walks or cycle routes need strengthening
- The list of retail establishments needs to be checked as some seem to be missing
- Concerns raised over how little traffic management was mentioned such as management from vehicles exiting and accessing the Landridge site

Councillors had been requested, prior to the meeting, to email comments to the Clerk so she could collate the comments into a report to supply to the Neighbourhood Plan Working Group (NPWG).

It was resolved the Clerk collate all comments received prior, during and after the meeting and create a report to submit to the NPWG for them to discuss the comments and suggestions received at their next meeting. The NPWG, in consultation with Chris Bowden, would discuss decide what to include, not include or amend. The NPWG would then submit the next draft to the Council for approval to move the plan to Regulation 14 (Pre-submission).

**Action: Clerk & NPWG**

### **14. Date of the Next Meeting**

It was confirmed that the next meeting will be held on 13<sup>th</sup> October at 7.30pm in Ixworth Village Hall.

With no further business the meeting closed at 9.05pm.

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Signed

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Date