

Shimpling Parish Council

Minutes of Meeting of the Council

Monday 15th May 2023, 8:00pm at Shimpling Village Hall

Present:

Councillors: David Dunkley (Chair), Hans Engstrom, Nathalie Brown,

District Councillors: Michael Holt

Clerk: Natasha Byford

1. **Apologies for absence:** Cllr Shrimpton and Cllr Brunwin sent their apologies, this was noted and accepted.

2. **Declarations of Members Interest(s):**

- a) **To receive disclosure of pecuniary and non-pecuniary interest(s) including gifts of hospitality in excess of £25:** None received.
- b) **To consider requests for dispensation for the agenda item(s) under discussion:** None received.

3. **Public Participation session**

One members of the public (MOP) attended. It was questioned whether the PC were going to actively advertise the two Councillor vacancies that they have and it was said that we will.

4. **Approval of minutes of the previous meeting:**

The minutes of the Parish Council meeting held on Monday 27th March 2023 were approved.

Action: Clerk to publish these on the website and Social Media.

5. **Chair's report:**

Chair Dunkley summarised his report;

We are currently progressing and number of initiatives, in particular the development of a Projects List to enable us to better consider our priorities and to assist in applying for grants, the provision of additional bus services for the village and looking at how we communicate to residents and how this can be improved. We have also been considering the value of undertaking a Neighbourhood Plan.

In terms of tangible deliveries, we saw the installation of the Football Goal and Basketball hoop, the Queens Jubilee Tree plaque and in the purchase of weights for the new Gazebos, to enable them to be used in adverse weather conditions.

We also supported the Village Hall Committee in their arrangements for the King's Coronation.

We also say goodbye to Katie, who has decided to step down as a councillor. Many thanks to Katie for all of her valued service over the past 7 years.

6. **District Councillors report:** Cllr Holt noted that we had had the annual report already and just added that the big waste project was ongoing, the Joint Local Plan would hopefully be in place by the end of this year and that part two of the consultation was coming up. That the District Council had done a lot to work towards reducing their carbon footprint over the last year. That they had their new Council meeting next Tuesday and would update the PC afterwards if there were any major changes.

Cllr Brown asked if there was possible funding for the solar panels for the VH and Cllr Holt said to discuss with Imogen Tink.

Action: Clerk to email Imogen the PC project list so she could let us know if any funding arises to assist us in any of the projects.

Cllr Holt also questioned whether we heard anything back from the Police when we invited them to our AGM, the Clerk noted that unfortunately we got no response. Cllr Holt will try to set up a meeting between Police representatives and local PCs in the area.

Cllr Holt left the meeting at 7:33pm.

7. **County Councillors report:** Cllr Kemp had read out his report for the annual meeting.

8. **Crime matters:**

The new county wide newsletter available was dated March 2023 and is available online:

<https://www.suffolk.police.uk/your-area/snt-newsletters>

The Clerk reported that the March newsletter was circulated to Councillors along with the papers for the crime update. Nothing Shimpling specific. PC Darren Marshall visited Hadleigh High and Cockfield Primary. There was also a check on parked vehicles in Long Melford to look if owners had left valuables in cars which could potentially become targets for thefts. There was some suspicious activity in the Village which was reported to residents via the Village Whatsapp group.

9. Village Hall:

- a) Village Hall Committee** – Update given from the VHC PC representative Cllr Brown as below;

It's been a busy time for the VH/king's coronation committee over the last few weeks but with kind donations from the parish council and the Halifax trust we were able to put on a memorable weekend with a little something for everyone.

I'd like to thank everyone who helped out, it takes a team to make things happen.

Things are ticking along nicely with weekly Pilates Dance club and Zumba.

We hold monthly film nights and the rural coffee caravan comes the last Thursday of every month.

Future events include:

A race night

Rock n roll party to be held at Shimpling park farm in august, this will be a joint venture with Alpheton.

Quiz nights

We regularly update our your hall entry and we've just set up an Instagram account.

Hopefully if a joint website is created with the PC we will be more visible to reach a wider audience.

As we're about to discuss there are plans to install solar panel to help reduce energy costs and provide an income.

We're also planning to install double doors to the RHS of the hall to allow access to the gazebo giving us a larger more flexible space.

The fire doors will be repaired in the next couple of weeks.

- b)** Members received an updated regarding the fire doors which will be repaired in the next couple or weeks. Also updated on the Gazebo weights which were purchased and delivered in time for the Coronation celebrations.

- c)** Members received the quotations for the new double doors for the VH. There were 3 quotations, from Oliver Beeton, John Reynolds and from Hans Engstrom. As Cllr Engstrom could not then participate in this discussion, the PC could not make any decisions regarding the doors and we would put this on the agenda for the July meeting. Clerk to look into funding so we are prepared in the July meeting when this item is discussed.

Action: Clerk to add this to the July meeting agenda. Clerk to speak with Imogen regarding funding.

- d) Members received an update on solar panels for the VH. Members discussed and agreed to see if we could get funding for this project. It was noted that this would be great to increase warm spaces and environmental impact with reducing carbon footprint, as well as helping to make the VHC more self sufficient with costings. Members to go ahead with the quote for £12,845 from Fresh Electrical Solutions for the purpose of grant finding and then the clarify this at the next meeting.

Action: Cllr Brown to check their quote is still valid or get an updated quotation and Clerk to speak with Imogen and look into funding/grant options for these.

10. Responsible Finance Officer's Finance Report:

- 10a) The Clerk gave a finance report, details of which were circulated to members prior to the meeting. The Clerk stated which invoices (please see below) needed to be paid.

Leaving balances as follows:

| | |
|-----------------------|------------|
| Treasurers Account | £6,740.94 |
| Business Account | £28,042.03 |
| Including CIL of | £4,018.06 |
| Earmarked Reserves of | £18,557.18 |
| General Reserves of | £4,698.00 |
| COVID Grant of | £2,557.67 |

- 10b) To acknowledge payments made outside the meeting

- **Zen Internet (16 Mar-15 April)** £38.99
(LGA 1972, s.111)
- **Zen Internet (16 April-15 May)** £38.99
(LGA 1972, s.111)
- **Queens Canopy Plaque** £65.99
(Open Spaces Act 1906, ss9-10)
- **Dropbox** £95.88
(LGA 1972, s.111)
- **Village Hall Rates** £14.93
(LGA 1972, s133)
- **ICO payment** £35.00
(LGA 1972, s.111)
- **Scribe Accounting Software** £185.76
(LGA 1972, s.111)
- **Football Goal (Sovereign)** £5366.44
(LGA 1976, s19)
- **SALC Membership Subscription 23/24** £209.49
(LGA 1972, s.111)
- **Zoom subscription (pd to Clerk)** £71.94
(LGA 1972, s.111)
- **Gazebo Weights** £295.64
(LGA 1972, s133)

10c) The following amounts were approved for payment:

- **Clerk's Net salary after Tax** **£565.32**
- **HMRC Tax payment** **£141.20**
- **Clerk's expenses (Fuel)** **£17.10**
LGA 1972 s. 111 (ancillary Powers)
- **Babergh DC Dog Bin Emptying** **£111.67**
(Litter Act 1983, ss5-6)
- **SALC Internal Audit** **£255.60**
(LGA 1972, s.111)

The above payment schedule was approved by members.

10d) The Clerk noted that The Council have received money from bank interest of £14.13 and £18.44. Also received the tax return of £1,322.18. Recycling credit of £177.49. Received £3,000 from Cllr Kemp for the second SID. We have received £5632.50 for the first instalment of the precept. We received £750.00 CIL money.

11. Clerks Report: A full copy of the Clerk's report was circulated to members prior to the meeting. The following matters were considered for resolution:

Summary of Progress: During the period (6th March 23 – 7th May 23), I have worked 10.5 hours over the given time frame of 5 hours per week, this included organising all the paperwork for the March meeting, agendas, actions from the March meeting, an extra meeting and working party organising payments, quotes and grant applications, preparation and training for elections and trying to get organised ready for year-end, completing the internal audit as well as general administration. The Clerk's record of work was reviewed and accepted.

12. Storyboard

Members asked to defer this project for a few months and revisit at a later date. It is on the projects list so it won't be forgotten.

13. Planning:

The Clerk gave an update on planning applications:

Planning Decisions:

- a. AP/22/00010 Land Opposite To Stone Cottages, Bury Road, Shimpling, Suffolk - Appeal - Application for a Lawful Development Certificate for an Existing Use or Operation or activity including those in breach of a planning condition. Town and Country Planning Act 1990: Section 191 as amended by section 10 of the Planning and Compensation Act 1991. Town

and Country Planning (General Management Procedure) (England) Order 2015 - Conversion and use of former second world war building as a dwellinghouse – Appeal in progress

- b. AP/22/00071 - Aveley House Aveley Lane Shimpling Part In The Parish Of Alpheton IP29 4HB - Planning Application - Erection of 1No detached holiday let. – Appeal in progress
- c. DC/22/06142 - The Hermitage, Bury Road, Shimpling, IP30 0JL - Planning Application. Erection of stables and two-storey outbuilding. Refurbishment of existing outbuilding. Stationing of temporary outbuilding for storage. Additional detail as per Design Access and Heritage Statement – Awaiting Decision
- d. DC/22/06143 - The Hermitage, Bury Road, Shimpling, IP30 0JL - Application for Listed Building Consent - Erection of stables and two-storey outbuilding. Refurbishment of existing outbuilding. Stationing of temporary outbuilding for storage. Additional detail as per Design Access and Heritage Statement. – Awaiting Decision
- e. DC/23/00095 - Laburinthos Cottage Bury Road Shimpling (part In The Parish Of Alpheton) Bury St Edmunds Suffolk IP30 0JJ - Full Application - Erection of detached annex for family members (following demolition of outbuilding/s) - Withdrawn
- f. DC/23/00950 - Mount Farm Vineyard, Mount Farm, Blooms Hall Lane, Shimpling CO10 9BY - Application to determine if Prior Approval is required for Proposed Erection of a Building for Agricultural Use. Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 6 - Erection of new machinery and garage building – Decided
- g. DC/23/00944 - Cherry Trees, Old Rectory Lane, Shimpling, Bury St Edmunds Suffolk IP29 4HG - Householder Application - Conversion of garage to additional living accommodation; Raising pitch of roof and gable extensions including construction of rear dormer extension in conjunction loft conversion – Awaiting decision
- h. DC/23/01448 - Mount Farm Vineyard, Mount Farm, Blooms Hall Lane, Shimpling CO10 9BY - Discharge of Conditions Application for DC/22/06130 - Condition 2 (Contamination) – Granted with conditions
- i. DC/23/01751 - Coppins House Blooms Hall Lane Stanstead Sudbury Suffolk CO10 9AY- Householder Application - Erection of a detached garage block and first floor annexe -Awaiting decision

Planning Applications:

- J. DC/23/02104 - Giffords Hall, Hartest Hill, Shimpling, Bury St Edmunds Suffolk IP29 4EX - Listed Building Consent - Conversion of existing garage to ancillary accommodation, replacement roof and new glazed frames to existing conservatory, and internal alterations
Members had no comments on this application.

- K. DC/23/02103 - Giffords Hall, Hartest Hill, Shimpling, Bury St Edmunds Suffolk IP29 4EX - Householder Application - Conversion of existing garage to ancillary accommodation, replacement roof and new glazed frames to existing conservatory (amended scheme to DC/22/00672)

Members had no comments on this application.

14. Covid19 Emergency Fund:

The VHC applied for another donation towards the coronation mugs as there were more children in the Village than originally thought. This was £118.80 and was agreed by members.

Action: Clerk to make this donation to the VHC.

15. SID:

Members discussed the second SID and the difference between the solar powered and battery versions. The preference was to install a solar powered SID but with the Highways lead time to install a new post because the current posts are too short for the solar panel version of the SID, it was agreed to go ahead with the battery version of the SID that was previously agreed.

Action: Clerk to order the SID.

16. AGAR and Audit:

a) Members agreed and signed off the Annual Governance Statement (Section 1 of the AGAR) for the 2022/23 year.

b) Members agreed and signed off the Accounting Statements (Section 2 of the AGAR) for the 2022/23 year with the variances explanation.

c) Members signed off the certificate of exemption for the external audit.

d) Members reviewed the 2022-23 Internal Audit Report.

e) Members reviewed the Audit Action Plan which was produced by the Clerk following the audit. Members agreed that all actions from the recommendations were now complete. The additional comments had also been completed.

Action: Clerk to publish the AGAR, internal Audit and Audit Action Plan on the website and to send off the AGAR exemption certificate.

17. Village Hall Lease:

Cllr Dunkley informed members regarding his chat with Peter and is hoping to get a lease of 20plus years in order to be able to get grants and funding that the PC are hoping for in order to complete future projects. Members were happy for Cllr Dunkley to organise this.

Action: Cllr Dunkley to liaise with Peter and the solicitor to get an agreed lease

18. Projects:

Cllr Dunkley had send round the updated projects list. Cllr Engstrom asked if a project involving reinforcing some of the grass that is used as parking next to the street near the Bush could be added to the list. Members agreed that Cllr Engstrom could get more information and costings and bring them to the next meeting. It was noted that all these patches of land that we want to preserve link back to getting the Joint Local Plan and Neighbourhood Plan done.

Action: Cllr Engstrom to get information and quotes regarding the grass reinforcing project and Clerk to add projects as an item on the July agenda.

19. Bus Service:

Cllr Dunkley updated members that the Vertas bus company have been liaising with the PC regarding bus trials. It was agreed that for a trial period of 4 weeks that there would be the availability of an 8 seater minibus to pick up from Shimpling and go to Bury and return later on for 4 consecutive Saturdays. The fee would be £45 per week for this one outing and the PC would cover the costs up to £180 and then charge any person who wished to use the service £5 for a return journey. Graham Bonson has kindly volunteered to be the coordinator for the 4 week trial.

Action: Cllrs Dunkley and Shrimpton to liaise with Vertas and Graham regarding booking the trial service. Clerk to check with regards to powers and charging for this service.

20. Communication Channels:

Members received an update from the working party and it was noted the next working party was Monday 19th June 7-9pm to go through the website.

21. Local Plan:

Clerk informed members that the letter Colin had drafted on our behalf was sent off. No response or update regarding this yet. Members agreed to ask Colin if he would be happy to take part in the next part of this process.

Action: Clerk to send Colin the details for the next stage in the JLP.

22. Neighbourhood Plan:

Members discussed this and agreed to go ahead with the informal information day and then make further decisions on this based on the attendance and engagement of the Village residents. Members happy to go ahead on the basis that we can get a grant to cover the cost of using Ian and putting on the event.

Action: Clerk to speak with Ian regarding funding and potentially booking the informal information day.

23. Correspondence Received:

None received

24. Urgent Matters to be brought to the attention of the council:

None received

There being no further business the meeting concluded at 9:20pm.