

# LINDSEY PARISH COUNCIL

## CLERK TO THE COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 28<sup>th</sup> September 2022 in Lindsey Village Hall, Church Road, Lindsey which commenced at 7.30pm.

The Chair, Cllr. Arthey welcomed the following Parish Cllrs. to the meeting: M Hainsworth. B Howe, R Howe, J Moore and A Sturgeon. In attendance was Mrs V Waples, Clerk County Cllr. J Finch (in part) and District Cllr. L Jamieson.

OPENING – the Chair opened the meeting and thanked all for attending. The statement on reporting at meetings of the parish council was taken as read.

### 1. APOLOGIES OF ABSENCE:

- i. Apologies of absence were received from Cllr. Corcoran for personal reasons.
- ii. Council consented to accept the apologies given, aif.

### 2. DECLARATIONS OF INTEREST:

- i. to receive declarations of registrable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct Model Code of Conduct 2020 - there were no declarations of registrable or non-registrable interests for the agenda under discussion.
- ii. There were no declarations of gifts of hospitality received exceeding £50.
- iii. There were no requests for dispensations for the agenda under discussion.

### 3. MINUTES OF PREVIOUS MEETINGS:

- i. To approve the minutes of the Parish Council Meeting 13<sup>th</sup> July 2022 - the meeting agreed that the circulated minutes, were a true and accurate record of the meeting that took place and agreed for the Chair to sign the minutes, aif.
- ii. To approve the minutes of the extra ordinary meeting of 10<sup>th</sup> August 2022 - the meeting agreed that the circulated minutes, were a true and accurate record of the meeting that took place and agreed for the Chair to sign the minutes, aif.

### 4. PUBLIC FORUM: (maximum 10 minutes)

- i. To note the report from the County Councillor – the meeting noted the written report previously circulated – a copy of which can be found at Appendix A. The following points were raised:
  - Both items were important and as a parish all were asked to keep the County appraised if there were any residents in need of costs of living support.
  - Ukrainian issue – matters were still ongoing, and support was still needed.
- ii. To note the report from the District Councillor – the meeting noted the written report previously circulated – a copy of which can be found at Appendix A. The following points were raised:
  - Avian Flu – noted that dogs can catch it from dead bird carcasses.
  - Tree Canopy Survey – benefits in increasing the tree canopy across the District and that this will feed into the Local Plan and new biodiversity policies coming forth.
- iii. To receive comments from the public on the agenda as published – none submitted prior to the meeting.
- iv. To receive comments from or questions from the public on matters relating to Lindsey –
  - From those present – there were no members of the public present.
  - As submitted by email / letter – the Clerk had not received any matters for Council’s consideration.

### 5. PARISH MATTERS: to receive updates on items raised at previous meetings:

- i. Climate Awareness / climate emergency –
  - a) to consider whether there are any further measures that can be taken for raising awareness of the issues relating to actions that can be undertaken at a local level – it was confirmed that the Clerk and Cllr.

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Sturgeon had registered the Parish Council's expression of interest in the Thermal Imaging Camera Project being run by the Suffolk Climate Change Partnership. Further details had been submitted to allow the Partnership to understand community needs, timsecales, size and population. Approval was forthcoming to use the Thermal Imaging Survey as the first stage of the project by carrying out community heat loss surveys. It was noted that the camera was provisionally booked for November and discussion followed as to how to promote interest within the community in order to take the project forward. All agreed that an initial leaflet drop would be sensible to gauge interest. Once interest was known, a consent form would be issued to ensure that Council complied with GDPR at all times. Cllrs. Sturgeon and Moore agreed to work on the leaflet drop and the Clerk would ensure compliancy with GDPR once the project was further along.

- b) to receive an update on the Heating Bildeston project – it was noted that the feasibility study has now been completed which has shown that there will be more investment needed than original thought due to the nature of the village and the manner in which it was spread out. Issues appeared to be the infrastructure needed. The group behind the project were in the process of raising funds. All agreed that progress should be monitored.
- c) to receive a verbal report on the SALC Climate Forum as attended by Cllr. Sturgeon – it was noted that the meeting had been postponed until Monday 2<sup>nd</sup> October 2022.
- ii. Directional Signage – to receive an update from SCC Highways Department on costs for the project to consider improvements to the directional signage for Lindsey – Cllr. Finch was asked to provide details as to how to progress this matter as to date all that had been received had been a holding response. Agreement was forthcoming from Cllr. Finch to chase up to allow information to be passed onto the Council for further consideration.
- iii. Improvements to the two triangles near the Rose Pub – to receive further information on the costings from County Cllr. Finch for improvements to both areas – the meeting was made aware that the installation of blocked paves creating an overrun areas at both junctions had now been considered by SCC Highways and a rough estimate of £9,800 had been provided – broken down as site survey and design £800-1300; construction £7,500 – £8,500. Councillor Finch had previously offered £4k from his Local Highways Budget and agreed to stand by this however he would be keen to ensure that the project was viable before committing to site survey and costs from his Local Highways Budget (LHB). Funding for the project was then considered with potential funds as follows: Cllr Finch LHB £4000; £1,000 from Lindsey Neighbourhood CIL; £600 from District Councillor Jamieson's Locality Budget. It was acknowledged that although there was still a considerable shortfall, the overall price seemed excessive. Confirmation was given that whilst the design needs to be specified, once approved, it might be beneficial for the Council to go out to tender for installation. Cllr. District Jamieson agreed to speak to the Community Grants Team at BMSDC to see whether they could assist with funding. It was agreed that the Clerk would approach Mark Wedgeworth, the Highways Assessment & Claims Manager at Suffolk County Council Highways to firm up the site survey and design and whether the Council would be able to approach an approved contractor direct to carry out the works.

## 6. STATUTORY BUSINESS:

- i. Option to opt out of the SAAA central external auditor appointment arrangements – Council to consider whether it wishes to “opt-in” to the central procurement regime for the appointment of the external auditor noting that all authorities are required to appoint an external auditor – Council approved the recommendation as outlined in the paper submitted by the Clerk, that it would agree to be regarded as “opted-in” to the central procurement for external auditing services for the next five year period beginning on 1 April 2022 until 31 March 2027, aif. It was also noted that there is no further requirement to appoint an appropriate external auditor as Council will automatically come under the central procurement and appointment scheme.

## 7. CORRESPONDENCE:

- i. Letter from the Inspectors on the Babergh and Mid Suffolk Joint Local Plan Examination – Council noted receipt of letter and its contents.
- ii. BDC – September 22 Monthly Update – Council confirmed receipt of the circular as issued.

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- iii. BMSDC – Tree Canopy Survey – details including links to the survey were circulated to all. It was agreed that the Clerk would extract relevant information from the SCC Hedgerow Survey undertaken between 1998 and 2012 and circulate to all Councils for further discussion.
- iv. SALC – to note all weekly news bulletins are emailed round to Councillors for their perusal. Councillors to contact the Clerk if there are any items of interest / training courses they wish to attend.

#### 8. CLERK'S FINANCIAL REPORT:

- i. To consider schedule of receipts received and payments made since the last meeting – Paper A – all noted that there was one receipt received since the last meeting – all noted that the second tranche of the Precept for the year 2022-2023 in the sum of £2,474.50 had been received. Expenditure incurred since the last meeting covered the renewal of the Council's Data Protection Fee with the ICO £35.00 which was retrospectively approved.
- ii. To consider and approve the verified items awaiting authorization as per the schedule submitted – Paper B – all approved the payments to be settled via the internet banking system, details of which can be found at Appendix B.
- iii. To consider the Council's financial position to date – Paper C – Council noted the reconciled position of £6,370.92 once the accounts awaiting payment had been settled, aif. Cllrs. Hainsworth and Howe confirmed that they had verified the position against the bank statements and cashbook.
- iv. To consider the actual versus budget for the period ending 28<sup>th</sup> September 2022 – Paper D – deferred until the next meeting.
- v. To note the annual review of the Council's insurance vis-à-vis assets held – the meeting noted that the Clerk had carried out an annual review of the items under insurance comparing the renewal proposals against the asset register and that there were no matters forthcoming that required revaluation or additional premiums. It was also confirmed that the Council had not taken on any new activities that would signify an uplift in premiums.
- vi. To consider the quotations received for the renewal of the Council's insurance effective 1<sup>st</sup> October 2022 – Zurich Insurance plc, BHIB Councils Insurance (Aviva) and to consider the RFO's recommendation to place cover with RSA (via CAS) (continuation of a Parish Protect Scheme) at a cost of £146.56 – all agreed that the cover being proposed by RSA was adequate and met the demands and needs of the parish council. Approval of the renewal premium in the sum of £146.56 was given with all noting that the Council would be in the final year of a long-term agreement with an expiry date of 30<sup>th</sup> September 2023.

#### 9. CLERK'S REPORT:

- i. To receive and note the dates of scheduled meetings for 2023

#### 10. PLANNING MATTERS:

- i. To consider the following planning applications: none received to date.
- ii. To note the following planning applications determined by the local planning authority:
  - DC/22/02672 - Prior Approval is required and has been given for a Proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development)(England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of barn to form 1 No dwelling - Modern Barn at Rose Farm, Rose Green Road.
  - DC/21/02911 – Planning Permission for the Change of use and conversion of barn to dwelling. Creation of new vehicular access @ Barn at Church Farm Meadow, Church Road.
  - DC/22/02878 – Withdrawal of the application for erection of a two storey 3 bay cart lodge and vehicular turning area with EV charging points, with first floor studio/home office, erection of shed, and installation of ground mounted PV panels @ The Granary, The Tye.
  - DC/22/03009 – Planning Permission for change of use from agricultural to F1 (a) provision of educational facility; siting of 2 No. portacabins and storage containers @ Part Red Rose Field, The Tye, Lindsey.
  - DC/22/03713 - Discharge of Conditions Application for DC/21/04019- Condition 3 (Written Scheme of Investigation) @ Ravens Hall, Lavenham Road

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iii. To note the Designation of the Groton Neighbourhood Plan Area (26 July 2022) - <https://www.babergh.gov.uk/planning/neighbourhood-planning/neighbourhood-planning-in-babergh/groton-neighbourhood-plan/>

iv. Consultation - Community Infrastructure Levy (CIL) Bid Round Nine – Position Statement for Compliant Bid Project reference B22-09 – Project - Red Rose Friends Community Farm – Council to consider the previously circulated paperwork and provide initial views to the Clerk to feed back to the Spatial Infrastructure Officers at BMSDC.

Discussion followed over whether this was of benefit to Lindsey, or should it be regarded as benefit to the wider community? It was raised and noted by all that there will be an increase in numbers using the local highway routes. It was suggested that the question being asked was whether the PC supported BDC in giving this amount of money and will it meet the prioritisation criteria? It was considered that this was an important charity providing assistance to many throughout the district, and that its aims were to be supported. All agreed that the central discussion should be does the PC support CIL money being spent in this manner? And does this support growth that has come about from which CIL has been levied? All noted that CIL is designed to increase those services necessary to service the growth or address an infrastructure deficiency and that CIL is district wide and is an infrastructure facility.

It was however noted that this scheme did not appear to have unanimous support from the village overall but acknowledged that for the broader community there would be a benefit. The meeting discussed a number of of the concerns that had been raised to Councillors from residents: should not be located in a rural area like Lindsey; will be an eyesore; will generate traffic issues; and will result in an increase of potential users of the land; existing highway issues at this corner of the village; road will need to be upgraded to accommodate the increased traffic. It was queried as to whether this use of CIL should be something that all in the village would be happy supporting. Following further debate, it was agreed that the Clerk be asked to state that there was not unanimous support in this village for the scheme and to submit the following response:

Whilst the PC supports the project in principle, and understands the merits of the scheme, it also understands that there is disquiet, and concerns have been raised about the operational impact amongst local parishioners. As such the PC cannot support the use of CIL money for a project within the community which does not have widespread support. Concerns are also raised over the capitalisation viability given that such a large proportion of the capital funding relies on CIL funding.

11. PARISH COUNCILLORS' REPORTS: to receive reports on village issues from Councillors present:

- i. Burst water mains – Anglian Water to be contacted for a comment.
- ii. Issues at Rose Green – it was acknowledged that water issues were in the process of being sorted but an overall concern that there would still be issues given where the pipes lay.

12. DATE OF NEXT MEETING:

- i. Parish Council Meeting 9<sup>th</sup> November 2022 commencing at 7.30pm in Lindsey Village Hall.
- ii. Date of Meetings for the remainder of 2022 -2023: 18<sup>th</sup> January and 8<sup>th</sup> March 2023

There being no other business the Chairman declared the meeting closed at 21.43pm.

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## Appendix A – COUNTY AND DISTRICT COUNCILLOR REPORTS

### County Councillor James Finch report to Council:

- Cost of Living Support for households in Suffolk – for the next 2 years. The government has announced on 9th September the following immediate, short-term action to support households:
  - Replacing the price cap with a new Energy Price Guarantee
  - The Energy Price Guarantee will ensure that a typical household in Great Britain pays an average £2,500 a year on their energy bill, for the next 2 years, from 1 October 2022.

The consumer saving will be based on usage, but a typical household will save at least £1,000 a year (based on current prices from October). Energy suppliers will be fully compensated for the cost of the Energy Price Guarantee. £150 of this £1,000 a year saving will be delivered by temporarily suspending green levies. These costs will be transferred to the Exchequer, so customers don't bear the costs, but benefit from the low-carbon electricity generation. This is in addition to the £400 Energy Bills Support Scheme. This will be paid in 6 instalments from October. The most vulnerable UK households will also continue to receive £1,200 of support provided in instalments over the year. Suffolk County Council has also summarised for our residents' potential sources of help for those facing hard times this next winter and beyond. I plead with all in our parishes to keep your eyes and ears open to ensure that those who do need help are supported in going to the right place to help them. Attached to this report is a summary of some of those sources for that help.

- Could you help a Ukrainian family in need? Suffolk has a proud history of supporting people in need and in the last six months, we have seen people and communities across our county come together to do all we can to help those fleeing the conflict in Ukraine. More than 1,050 Ukrainian guests have now arrived in Suffolk via the Homes for Ukraine scheme and I want to say a huge thank you to each and every person and family who has taken Ukrainian guests into their homes and into their hearts. You are making a real difference every day, supporting and welcoming Ukrainian families into our communities. Sponsors originally signed up to host guests for at least 6 months, with the option for those who are willing and able to continue beyond this. The Suffolk County Council team are extremely grateful to those who are able to continue to provide this invaluable support to families beyond this initial period, however they fully understand that some will be unable to, due to changes in their circumstances in this time. Again, thank you to all in my division for everything you have done - supporting a person or family fleeing conflict is no mean feat and it cannot be underestimated how much of a difference you have made in these people's lives. Guests on the Homes for Ukraine scheme who are not yet ready to leave sponsorship and move into their own alternative accommodation, but who cannot stay with their current host after 6 months, can move to a new host. We also sadly continue to see more people fleeing the conflict each day. We are therefore asking anyone who thinks they may be able to help a family in need to sign up to the Homes for Ukraine scheme."

For more information see this link: [Support for Ukraine | Suffolk County Council](#)

- Changes to the National Grid Targeted Bramford to Twinstead 400kV proposals – in response to the death of Her Majesty the Queen - Following the sad passing of Her Majesty the Queen, National Grid have reviewed their engagement strategy for the ongoing targeted consultation for the Bramford to Twinstead Reinforcement. The consultation launched on Thursday 8 September 2022 and was due to conclude on 7 October 2022. The consultation relates to changes made to the proposals following their statutory consultation held earlier in the year. Their response has been formed following engagement with the host authorities and event venues and careful consideration within National Grid taking account of external guidance. The most significant changes proposed are to the alignment in Essex to the north of Alphamstone (which would include the use of the non-open trench cable installation) and a new haul route to the A131 to avoid impacts on local roads. Regrettably only minor changes are proposed in Suffolk to refine the boundaries and access points to the construction site. In respect to the Queen and the national period of mourning National Grid have extended the deadline for submitting consultation responses. The deadline for submitting feedback is now 23:59 on Wednesday 19 October. This will allow stakeholders and the community more time to respond. The developer's website can be reached by following the link provided: <https://www.nationalgrid.com/electricity-transmission/network-and-infrastructure/bramford-twinstead>
- Virtual Fostering and Adoption Sessions for the Stour Valley - A Foster Carer Recruitment Event is held the 1st Wednesday of every month, and an Adoption Event is on the 1st Thursday all 7:00pm in your home. To book a place please email [Claire.Gwatkin@suffolk.gov.uk](mailto:Claire.Gwatkin@suffolk.gov.uk).

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### **District Councillor Leigh Jamieson report to Council:**

- Avian Flu Outbreak - An outbreak of Avian Influenza has been detected at a commercial premises in Nedging, Suffolk, with a flock of ninety turkeys, forty chickens and eleven geese. All poultry on the premises will be humanely culled.
- DEFRA's Animal and Plant Health Agency (APHA) has put a 3km Protection Zone and a 10km Surveillance Zone in place around the infected premises to limit the risk of the disease spreading, which is enforced by Suffolk Trading Standards.
- Historic proclamations take place in the Babergh - Following the sad death of Queen Elizabeth II, the reign of King Charles III has begun with proclamations at historic events across Suffolk, including in Babergh. The formal announcement of the new Sovereign was made at 24 locations in the county on Sunday, September 11th, Hadleigh and Sudbury. Mayors, community leaders, dignitaries and other senior public figures gathered for the readings, with substantial numbers of people turning out to witness the momentous events. The Chair of Babergh District Councils had already expressed her condolences to the Royal family following the announcement of the death of Her Majesty the Queen.
- Cost of Living Help - Support packages to combat the cost of living, energy bills and council tax are all available through the Council, who are urging residents to check they are receiving the support to which they are entitled. Residents can apply to pay less council tax through the Council Tax Reduction housing benefit. Using the councils' online calculator, they can find out whether they would be entitled to a 95% reduction in their council tax bill. These steps are in addition to the national schemes already introduced and coming into effect this winter which include –
  - The £400 energy bills support payment; this replaced the previous £200 payment announced and will not have to be repaid.
  - A £650 cost of living payment. Paid directly into claimant bank accounts by DWP, it is split into two payments (paid in July and October) for households in receipt of universal credit, income-based jobseekers' allowance, income-related employment and support allowance, income support, working tax credits, child tax credit or pension credit
  - A £300 pensioner cost of living payment. All pensioner households will receive this as a top-up to their annual winter fuel payment in November/December 2022, and in addition to the payment above
  - A £150 disability cost of living payment. This is a direct payment in September for those receiving disability living allowance, person independence payment, constant attendance allowance or war pension mobility supplement.
- Cork Lane Offices - Work to transform the former headquarters of Babergh District Council in Hadleigh into new homes has now begun. The work started with the felling of a number of trees to make way for the new homes. Gipping Construction have the contract to deliver forty-nine new homes which will benefit from the character and features of the existing building through sympathetic conversion. It is expected that the new homes will be available early summer 2024.
- Tree Canopy Survey - A tree canopy survey that has been completed by the Council has identified key planting locations and significant benefits in increasing tree coverage across Babergh that will help tackle biodiversity loss and climate change. By collaborating with specialists to identify and map existing tree coverage and habitat networks across their districts, the Council aims to identify and protect existing places where biodiversity is thriving, while also locating areas with low coverage or gaps where it could be strengthened. Conducted by Treeconomics, it has found that just over 10% of Babergh is covered by trees, ranging from 5.5% in the Lavenham ward, to 19% in the Orwell ward. The trees offer numerous benefits to the public, through:
  - removing more than 53,000 tonnes of carbon and storing 1.3m tonnes more
  - taking out over 2,000 tonnes of pollutants from the air
  - draining away almost five million cubic meters of rainwater
  - improved wellbeing benefits that greener spaces bring to people.
- Free Tree - The Councils popular Tree for Life scheme, which offers a free tree for new parents, is open once again for 2022 applications. The scheme is open to all families in the districts who have or are welcoming a

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new-born, or newly adopted child, between 1 January and 31 December 2022. Parents who may have lost a child during the same period are also able to apply for a remembrance tree.

- CIL Funding - The Council have again paid out funds to support local communities including –
  - The ongoing renovation of Gainsborough's House in Sudbury - £152,504
  - Children's Play Area, Capel St Mary - £100,000
  - Bus Shelter Provision, Cockfield - £25,028.08
  - Community Bus Parking Area, Sudbury - £2,024.72

**Appendix B – FINANCIAL REPORT:****Items received since the last meeting:**

Income	Description	Nett	VAT	Gross	Ref
BDC	Precept 2 of 2	2474.50	0.00	2474.50	BACS
	Total Income			£2474.50	

**Items Paid out since the last meeting:**

Income	Description	Nett	VAT	Gross	Ref
ICO	Data Registration Fee – Data Protection Act 2018	35.00	0.00	35.00	DD
	Total Expenditure			£35.00	

**Items Authorized for Payment:**

Expenditure	Description	Nett	VAT	Gross	Ref
Clerk	Clerk's Salary & Expenses	450.78	0.00	450.78	BACS
HMRC	Qtr. 2 – PAYE	177.60	0.00	177.60	BACS
Community Action Suffolk	Annual Insurance Premium	146.56	0.00	146.56	BACS
	Total Expenditure			£774.94	

**Financial Report**

	Date	£
Opening Balance	10.07.22	4706.36
Add Income Received	August – September 22	2474.50
Less Expenditure Incurred	August – September 22	809.94
Closing Balance	22.09.22	<b>6370.92</b>

**Bank Reconciliation**

Community Account	Statement at 22.09.22	7145.86
Less uncleared payments	At 22.09.22	774.94
Plus unaccredited income	At 22.09.22	0.00
Reconciled Total	At 22.09.22	<b>6370.92</b>

Within the balance above are the following reserves:

(Restricted) CIL reserve -	£2,015.37
General reserve -	£1,992.39
Earmarked reserve -	£2,363.16

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