

LIDGATE PARISH COUNCIL

Minutes of the meeting held on Wednesday 5th September 2018

Councillors present: John Whitefield (Chairman), Chris Stembridge, Steve Child and Laura Perry

Also present: Joanne Kirk (Clerk), Borough Councillor Clive Pollington and one member of the public

Open Forum

The following issues were raised during the Open Forum:

- The possibility of setting up a Neighbourhood Watch scheme under the Suffolk Neighbourhood Watch Association which removes the responsibility for Neighbourhood Watch from the Police and the Rural South Watch scheme.
 - Planning application DC/18/1576/HH
1. **Acceptance of apologies for absence**
Apologies were received from James Sue Sage and Paul Watchman. County Councillor Mary Evans also sent her apologies.
 2. **Declaration of Interest in items on the agenda and dispensation requests**
No councillors declared an interest in any items on the agenda and no dispensation requests were made.
 3. **Approval of minutes of the meeting held on Wednesday 25th July 2018**
It was resolved that the minutes were correct. The chairman then signed them.
 4. **Written Report from County Councillor Mary Evans**
 - She has reported the problem of damage to Bury Lane caused by the St Edmundsbury Borough Council (SEBC) road sweeper. Highways will repair the edge of the road in late August. SEBC is looking into why machine sweeping was carried out along Bury Lane as they routinely only do roads with a kerb edge.
 - SCC has launched a new policy for grit bins as grit heaps will no longer be provided. She will fund any grit bins required to replace redundant grit heaps.
 - SCC is heading for an £8m overspend due to increased pressure on the adult social care budget and children's services which account for 66%.
 - The Highways Improvement Board is going to trial a streamlined approach to the criteria for dealing with potholes. They are also going to look at the process for permitting and operating road closures.
 5. **Borough Councillor's Report**
Clive Pollington spoke about the following:
 - Suffolk Police tackled the problem of speeding during August and caught 1,100 people.
 - The move towards one council, following the merger of Forest Heath District Council and St Edmundsbury Borough Council, continues.
 - He has some locality funding available.
 6. **Police issues**
There were no police issues to report.
 7. **Appointment of a vice-chairman**
As no one put their name forward, it was resolved that councillors would chair the meeting on an ad hoc basis as and when the Chairman is absent.
 8. **Update on list of actions agreed at the last meeting**
There was one outstanding councillor action.
 9. **Finance**
 - a) **Approval of any payments and signing of Schedule of Payments**
It was resolved that the following payments would be approved:
 - HMRC – PAYE - LGA 1972, s111 – **£127.80**
 - Risby Parish Council – phone costs - LGA 1972, s111 - **£20.88**
 - CAS Insurance – annual insurance - LGA 1972, s111 - **£668.75**
 - J P Kirk - expenses - LGA 1972, s111 – **£20.65**
 Steve Child and Chris Stembridge signed the Schedule of Payments and invoices.
 - b) **Approval of payments authorised between meetings**
No payments were authorised between meetings
 - c) **Receipts and Payments (including online payments) made since the last meeting**

It was resolved that the record of receipts and payments would be approved.

Receipts		Details		Amount
Payments	Minute reference	Details	Method	Amount
09/07/18	194/7g	HMRC - PAYE	Online	£127.80
10/07/18	194/7g	Fidelity Funds Network	Online	£15.00
29/07/18	208/11a	J P Kirk - expenses	Online	£55.40
29/07/18	208/11a	ICO - data protection fee	D/D	£35.00
30/07/18	203/10o	Staff costs		
10/08/18	194/7g	Fidelity Funds Network	Online	£15.00
16/08/18	208/11a	Community Heartbeat Trust - VETS scheme	Online	£59.00
30/08/18	203/10o	Staff costs	Online	

d) Signatory to complete the checklist of Internal Controls including confirmation of bank reconciliation

Chris Stembidge completed and signed the checklist of internal controls.

Current account: £6,507.48 Reserve account: £3,078.17

e) Update on the Annual Audit 2018

No further information has been received since the Certificate of Exemption was submitted.

f) Six month budget review

The Parish Council is currently within budget.

g) Purchase of a poppy wreath and donation to Royal British Legion and setting up an online payment

It was resolved that Steve Child would organise the wreath this year and that the clerk would set up an online payment to Royal British Legion. It was resolved that a donation of £40 would be made to cover the cost of a wreath and a donation.

10. Planning

a) DC/18/1576/HH - Two storey side and rear extension

It was resolved that the Parish Council would object to this application for the following reasons:

Policy DM2: Creating Places

Proposals for all development should, as appropriate:

a. recognise and address the key features, characteristics, landscape/townscape character, local distinctiveness and special qualities of the area and/or building and, where necessary, prepare a landscape/townscape character appraisal to demonstrate this;

b. **maintain or create a sense of place and/or local character**, particularly restoring or enhancing localities where strong local characteristics are lacking or have been eroded;

c. **preserve or enhance the setting of, or views into and out of, a Conservation Area;**

[...]

g. taking mitigation measures into account, **not affect adversely;**

i. **the distinctive historic character and architectural or archaeological value of the area and/or building;**

ii. the urban form, including significant street patterns, individual or groups of buildings and open spaces;

[...]

v. **the amenities of adjacent areas by reason of** noise, smell, vibration, **overlooking, overshadowing, loss of light**, other pollution (including light pollution), or volume or type of vehicular activity generated; [...]

j. produce designs that **respect the character, scale, density and massing of the locality;**

The current proposal fails to follow the guidelines above in as much as it appears to use a wholly contemporary style of design and materials in its construction (e.g. zinc cladding, false windows). While this exciting design may be appropriate for the mixed, evolving and vibrant setting of a town centre, in a small village Conservation Area it ought to be regarded as inappropriate to introduce a wholly new building style especially one that is of striking appearance.

More significantly, the proposed development would by virtue of its height and placement, almost completely block light during the winter/spring months of the year to the neighbouring cottage which is situated downhill from the property and already significantly overshadowed. The gap between the house and the outbuildings that would be filled by the proposed two storey extension would effectively remove the only source of sunlight during months when the sun is low in the sky. This represents an unacceptable overshadowing and loss of light.

Policy DM15: Listed Buildings

Proposals to alter, extend or change the use of a listed building, or development affecting its setting, will be permitted where they:

- a. demonstrate a clear understanding of the significance of the building and/or its setting, alongside an assessment of the potential impact of the proposal on that significance; [...]
- d. are of an appropriate scale, form, height, massing, and design which respects the existing building and its setting;
- e. use appropriate materials and methods of construction which respect the character of the building; [...]
- g. respect the setting of the listed building, including inward and outward views; [...]

The proposed plans would affect the settings and outwards views of listed buildings which lie immediately to the eastern and southern boundaries of the property and they do not appear by means of mass, form or style to respect the setting of these 16th century thatched cottages which lie to either side of it. Nor are the styles of the two listed buildings situated immediately opposite the proposed development, respected by the proposed design. We would suggest that further consideration be given to this important grouping of Listed Buildings.

Policy DM17: Conservation Areas

Proposals for development within, adjacent to or visible from a Conservation Area should:

- a. preserve or enhance the character or appearance of the Conservation Area or its setting, and views into, through, and out of the area;
- b. be of an appropriate scale, form, height, massing, alignment and detailed design which respect the area's character and its setting; [...]
- e. include fenestration which respects its setting;
- f. use materials and building techniques which complement or harmonise with the character of the area; and
- g. demonstrate a clear understanding of the significance of the Conservation Area and/or its setting, alongside an assessment of the potential impact of the proposal on that significance. The proposal should demonstrate how the key characteristics of the character area have been addressed.

The proposals are of a style that neither reflects nor enhances the Conservation Area, nor preserves views into it. We would suggest the increase in living area could be achieved by the use of a somewhat more traditional design that reflects the building materials used in the original house, such as slate and brick, rather than modern fenestration and zinc cladding, and which would enhance the conservation area setting.

Lidgate is a beautiful rural village with its own unique character which Lidgate Parish Council would like to preserve. Such a contemporary design set amidst older properties and listed buildings would be completely out of place and inappropriate for a Conservation Area.

11. Highways/Rights of Way/Tree Issues

a) Grit bins

Suffolk County Council has reviewed its procedures for the provision of grit. It will no longer provide grit heaps and parish councils will need to purchase grit bins from Suffolk County Council. This will only be possible if the location of the proposed grit bin meets specific criteria. Grit bins will **not** be allowed on Priority 1 and priority 2 routes as they are gritted by Suffolk County Council. The B1063 is a priority 1 route.

It was resolved that the Steve Child would assess two locations in Bury Lane and Church Hill against Suffolk County Council's criteria and report back to the clerk as soon as possible.

12. Playing field issues

a) Update on the annual play inspection report

The annual play inspection report highlighted a number of issues which have not been raised in the monthly inspection reports. The clerk contacted Tim Ghee at St Edmundsbury Borough Council who carries out the monthly inspections. He explained which issues should be prioritised. The main focus should be on issues classed as high or medium risk. All the issues raised in the annual report are low or very low risk.

b) Latest playing field inspection report

The rebound spring on the zip wire has moved too far towards the frame. Tim Ghee from West Suffolk, who carries out the inspections is able to fix it, if Lidgate Parish Council can provide a high ladder. It was resolved that the clerk would give him the contact numbers for Chris Stembridge and Laura Perry as they both have high ladders. The clerk was also asked to email James Wreathall about the overhanging branches next to the activity trail.

13. Village issues

a) Setting up a NW scheme and making a donation to SNWA

It was resolved that a resident would notify the co-ordinator of Rural South Watch that he has made the Parish Council aware of the organisation and find out if he is happy for contact details to be included in the next newsletter. It was resolved that no donation would be made to the SNWA until a scheme has been set up.

b) Update on the footpath leaflet

This item is ongoing. The clerk was asked to contact David Falk to find out if it would be possible to submit two rather than three possible walks because of a lack of footpaths and the overlap with Ousden and Wickhambrook.

c) Planting of spring bulbs

It was resolved that this item would be deferred until the next meeting.

d) Cutting back the vegetation along a section of The Street

A working group has been set up to clear the vegetation. John Whitefield agreed to organise a date.

14. Correspondence

a) Letter from SARS requesting a donation

It was resolved that no donation would be made as parish council funds are limited.

There being no further business the meeting closed at 9.01pm.

Signed (Chairman) Dated