



MINUTES OF THE MEETING OF CREETING ST. PETER PARISH COUNCIL
THE CHURCH HALL, THE LANE, CREETING ST. PETER, SUFFOLK, IP6 8QR

Monday 25th March 2024 – 7.30pm

Present:

Cllr. Valladares (Chair)
Cllr. Mason

Cllr. Jardine
Cllr. Bridges

Also in attendance was the Parish Clerk, C Cllr. Wellham, D Cllr. Lawrence, and five (5) members of the public.

080. APOLOGIES AND ACCEPTANCE FOR ABSENCE

Apologies were received and accepted from Cllr Singh.

081. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

082. TO RECEIVE APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22nd JANUARY 2024 FROM THOSE MEMBERS PRESENT AT THE MEETING

It was **RESOLVED** to adopt the minutes from the meeting on the 22nd January 2024. All in favour.

083. PUBLIC PARTICIPATION

Signed:.....

Dated:.....

One member of the public spoke in detail about the planning application for Gateway 14 which is on the agenda under item 89.1. The Chair agreed that their views would be taken into consideration at the appropriate time.

084. REPORT FROM THE CHAIR

Cllr. Valladares reported that he had attended a meeting with the Clerk of Stowmarket Town Council regarding s.106 bids and it was confirmed that any applications made would be joint with the Parish Council.

085. REPORT FROM COUNTY COUNCILLOR

County Cllr. K. Welham reported that in addition to his already circulated monthly report the Special Educational Needs Action Plan had been completed which included between 60 and 70 recommendations and £4.4m had been allocated to improve the situation.

One Member of the Public asked if the S bend at the Clamp Farm end of the Gateway 14 development was being addressed. It was confirmed that Suffolk County Council had requested that the road is widened at it's tightest point shallow to the curve.

086. REPORT FROM DESIGNATED DISTRICT COUNCILLOR

D Cllr. Lawrence reported that in addition to his already circulated monthly report he was requesting that the Parish Council take a decision on joining Needham Market and Creeting St. Mary Parish Councils in supporting an increase in the parking limit in the area from one to two hours.

It was then **RESOLVED** to **SUPPORT** this request **IN PRINCIPLE** to be ratified at the May meeting of the Council. All in favour.

It was further reported that a Road Traffic Order in this regarding would cost around £14,000.

Cllr. Valladeres asked if there were any ongoing consultations with Mid-Suffolk District Council to run some bus routes, it was reported that some consultation was ongoing but no decision had yet been taken.

087. FINANCIAL MATTERS 2023/4

087.1 Confirmation of Bank Balances (19th February 2024)

087.1.1 Current Account (£2,756.61)

The balance was confirmed as being correct.

Signed:.....

Dated:.....

087.1.2 Play Area Reserve (£4,663.84)

The balance was confirmed as being correct.

087.1.3 Fen Alder Reserve (£2,797.48)

The balance was confirmed as being correct.

087.1.4 Lottery Account (£3,755.36)

The balance was confirmed as being correct.

087.1.5 General Reserve (£2,780.35)

The balance was confirmed as being correct.

087.2 Review & Approval of Implementation of Internal Audit Recommendations

The document was discussed and all points were **APPROVED**, the Parish Clerk and Responsible Financial Officer were delegated authority to proceed with the recommendations.

087.3 Confirmation of Date of Internal Audit (2023/4) (29 April 2024)

The date was **CONFIRMED**.

087.4 Review & Approval of Completed Internal Controls Checklist (2023/4)

The document **APPROVED**, all in favour. Thanks were extended to the Responsible Financial Officer and Cllr. Singh for their help in the process. Due to Cllr. Singh not being in attendance it was **AGREED** for the Parish Clerk to sign their part and for Cllr. Singh to be approached to sign following the meeting, before returning the document to the Responsible Financial Officer ahead of the upcoming internal audit.

087.5 Implementation of Action to Add Bank Mandate Holders Following Previous Council Approvals

It was **AGREED** that all Councillors should be given online access and be added to a rota of payment authorisers as soon as possible. The Responsible Financial Officer to administer this process and produce the appropriate documents for signing. All in favour.

Signed:.....

Dated:.....

087.6 Approval of AGAR Form 2 & Certificate of Exemption Completion (2023/4) (1 April 2024)

It was **AGREED** to proceed with Form 2 regarding the Certificate of Exemption. This form will be signed by the Responsible Financial Officer and The Chair at the May meeting in good time for deadlines to be met.

087.7 Review & Approval of Payments and Online Authorisation

It was **AGREED** to **APPROVE** the updated payment list and for the Chair to sign a new copy and send to the Clerk. Cllrs. Valladeres and Mason were authorized to carry out the online transactions.

088. GENERAL MATTERS

088.1 To receive the Play Area Safety Inspection Report

The Parish Clerk presented the inspection report and it was **AGREED** that an action plan would be presented to the next meeting of the Parish Council in May. This to be used as evidence in a s.106 bid in the near future.

088.2 To appoint a supplier for the Speed Awareness Monitor

The report was considered and it was **AGREED** to appoint contractor 2 at a cost of £4,318 for the speed monitor.

The Parish Clerk was given authority to proceed with the permission from Suffolk County Council Highways for the post installation and place the order.

C Cllr. Wellham kindly **AGREED** to contribute 50% of the total cost of the project.

D Cllr. Lawrence similarly **AGREED** to contribute 25% of the total cost of the project and gave assurances that he would contact D Cllr. Piper for the remaining 25%.

Both Councillors were thanked for their assistance.

088.3 To review the Financial Risk Assessments

The document was **APPROVED** with no changes, all in favour.

088.4 To review the Privacy Policy

The document was **APPROVED** with no changes, all in favour.

088.5 To review the GDPR statement and impact statements

The document was **APPROVED** with no changes, all in favour.

088.6 To review the Financial Regulations

The Financial Regulations were **APPROVED** with no changes, all in favour.

089. PLANNING MATTERS

089.1 Gateway 14 (1600), Land Between The A1120 and A14 DC/24/01153

The application was discussed and it was **AGREED** to respond as follows:

The Parish Council is asking for as much detail as possible from the applicant's on-plot landscaping to be placed on the boundaries(north and east) facing the village to enhance the visual screen. This formed part of the original application and this would happen at the time of the application for the site by Gateway 14 in order to deepen the 5 metre boundary landscaping provided by Gateway 14. The applicant has to landscape 20% of their plot but the danger is they will place at the front of their property which faces in to the site and is of no benefit to our community. All in favour.

089.2 Glebe House, The Lane DC/24/01227

The application was discussed and it was **AGREED** to **SUPPORT** the application, all in favour.

Two members of the public left the meeting at 8.33pm.

090. TO RECEIVE REPORTS FROM PORTFOLIO HOLDERS

090.1 Play Areas

It was **AGREED** to include a new slide and climbing frame to the improvement objectives possibly funded by s.106 monies. It was further **AGREED** to survey the village with a form giving everyone the opportunity to put their ideas forward and also be given the opportunity to help maintain the area as well. The Parish Clerk to prepare the consultation form with Cllr. Mason before being approved at the May meeting.

The Parish Clerk was also asked to enquire about the grass cutting contract to find out the frequency of cuts and cost of extra cuts.

Signed:.....

Dated:.....

090.2 Highways

Cllr. Singh was not in attendance.

090.3 Footpaths

Cllr. Jardine reported that the cross field paths were now walkable due to low crops, but that the three bridges over the River Gipping were now impassable with two washed away and one unsafe.

Funding issues had also been experienced in upgrading one path to the Gateway 14 development to a bridleway and the developers had been contacted for an update and comment.

090.4 Defibrillator

Nothing for meeting.

090.5 Gateway 14

Cllr. Bridges reported on a stakeholder group meeting which took place on 28th February, the minutes of which were published on the Parish Council website. This meeting covered a presentation from the developers on a construction update, park management update, issues around plot 1600 and 2000, the Skills and Innovation Centre and an occupier update.

Further to this a presentation was made by a local resident concerning issues around Clamp Farm Bend, landscaping on the bund near Clamp Farm, contoured pedestrian mats, recreational paths, flooding issues impact on the community and green routes. The developers also gave responses to the queries raised. These are now also published on the Parish Council website.

Cllr. Mason asked if the 50 or 60 jobs on the site were for local people as promised. This was not known.

090.6 Streetlights

Nothing for meeting.

090.7 Norwich to Tilbury Consultation

Cllr. Valladeres reported that discussions around this development were ongoing and

that a consultation would begin in mid-April and run until June 2024..

091. EXCHANGE OF INFORMATION

Cllr. Valladeres reported that he recently attended a meeting regarding the Suffolk County Devolution Plan.

Cllr. Mason asked if land ownership around the village could be established. Cllr. Jardine agreed to investigate this.

Cllr. Mason asked if there had been any issues with Poundfield. Cllr. Jardine stated that the lights were better and sticking to established times and there had been no cases of out of hours working.

Cllr. Mason also stated that BT Openreach were in the village installing internet infrastructure, but that you must ask to be connected. It was agreed that this should be widely shared on social media rather than the website to reach as many people as possible.

Cllr. Mason also stated that the bonus ball and lottery account had been wound up and the £790 accounted for and signed for in the accounts book. It was agreed that Cllr. Valladeres should bank the monies on the 26th March 2024 and the Parish Clerk should forward the book and accounts to the Responsible Financial Officer. Sincere thanks were extended to the member of the public who administered this for so many years.

092. DATE OF NEXT PARISH COUNCIL MEETING

This next meeting of the Parish Council will be on 20th May 2024 at 7pm, in The Church Hall, The Lane.

The meeting then closed at 9.19pm.

Signed:.....

Dated:.....