

**Minutes of Stanstead Parish Council Meeting
held at Stanstead Village Community Centre, Stanstead
on Monday 23rd January 2023 at 7.30pm**

Present: Stanstead Parish Council (SPC): Cllr D Finch Chairman, Cllr C Warne vice Chairman, Cllr D Harkness, Cllr D Wilson, G Claydon (Parish Clerk)
Suffolk County Council (SCC): Cllr R Kemp

Absent: SPC: Cllr M Warne, Babergh District Council: Cllr M Holt, Cllr S Plumb, 2 members of the public but no members of the press were present.

1.01.23 Chairman's Welcome and to receive apologies for absence
Meeting opened at 7.30pm by Cllr D Finch who thanked all those attending. Apologies for absence from Cllr Mary Warne, Cllr M Holt, Cllr S Plumb.

2.01.23 To receive Councillor's declaration of interest, pecuniary or non-pecuniary in items on the agenda
Cllr D Harkness and Cllr D Wilson both noted that they were near neighbours to the property which was subject of the planning application to be discussed at item 07.01 but have no financial interest. The chair and other councillors present concluded that neither was precluded from speaking or being present.

3.01.23 To receive applications for dispensation
None

4.01.23 To adopt the minutes of the meeting of the Parish Council held on 21st November 2022
Resolved at 7:35pm to adopt the minutes of the meeting of 21st November 2022 as an accurate record and to upload to the website as a PDF.

5.01.23 To receive reports from: District Councillor M Holt /S Plumb and County Councillor R Kemp
[County Councillor's Report January 2023](#)
[District Councillor's Report January 2023](#) not shared at the meeting but available on the parish council website.

6.01.23 Public forum, members of the public are invited to question Councillors and /or speak on any Parish matters
This discussion took place after item 7.01.23 The owners of the Mount Farm Vineyard would like to settle the issue about the vineyard, it's business and it's restricted use and are happy to provide information to improve its relationship with the village.
Mount Farm Vineyard owner advised that a 'Rapid Aid' truck would be going to Ukraine on 26.1.23 and they were seeking donations of: sleeping bags, warm clothes and male boots for those on the front line. Contact information was given at the meeting to help them spread the word as the deadline was so tight.

7.01.23 Planning Matters

DC/22/06130 Application to determine if Prior Approval is required 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 into 1no. dwelling. | Barn At Mount Farm Blooms Hall Lane Shimpling Bury St Edmunds Suffolk CO10 9BY
Discussion and differing views around potential highways issues in Blooms Hall Lane.

Resolved that consultation period is now closed therefore, further discussions should be had including highways issues if full planning permission is applied for in the future.

8.01.23 Playground update

Working group have been looking at quotes and equipment. The proposed scheme is to install: 2 adult swings, 2 child swings, multiplay, roundabout, springer and fencing. Estimated cost is £60k as at today's cost although there will be a discount. Community Infrastructure Levy money will fund 75% of the cost so parish council will need to fund 25%. The working group proposes that HAGS be the chosen provider to undertake the work and provide the equipment for the new playground.

Resolved that HAGS will be the chosen provider to undertake the necessary work and provide the equipment for the new playground.

9.01.23 Village Sign Update

Sign now taken down and woodwork repairs should be finished by end of March 2023. Post will need replacing, brickwork will need removing.

Resolved to establish the estimated cost of woodwork repair.

Resolved that district councillor's locality budget criteria be checked to establish if help can be given towards the cost of repair.

10.01.23 Quiet Lanes update

All wave 4 lanes have now been agreed as quiet lanes and quiet lane street signs will be installed at each end of the lane, although it is not known when.

11.01.23 Electrical report update

Phone calls made to progress this but still outstanding.

Resolved that this continue to be progressed.

12.01.23 Clerk Report

Refuse bin now installed at community centre

Advised of increased costs for litter and dog waste emptying

Resolved that new Microsoft 365 subscription be set up

DBS outstanding

Phone outstanding

Benches – carried forward to next full meeting

13.01.23 Financial Matters

Resolved to approve invoices /accounts for payment:

HMRC £32 and Clerk training £31.20.

Resolved to adopt expenses claim form.

Resolved to agree 23/24 Precept and forward form to Babergh.

Audit planning working group have not yet met.

Resolved that VAT be reclaimed using a VAT 126 form going forward and to reclaim back 3 years the maximum allowed.

Resolved to adopt updated financial regulations and post on website.

Resolved to adopt financial risk assessment.

Resolved to agree changes to bank account and internet banking, although some outstanding actions on changes still to be resolved and Mandate to remove previous clerk signed.

14.01.23 Business Register Update

Resolved that advice will be sort form Suffolk Association of Local Councils.

15.01.23 Register /regulate title to land held by the Parish

Discussion about title to land held by the Parish Council.

Resolved to ascertain if title to land held by Parish Council can be registered with Land Registry and if so, for this work to be undertaken.

Resolved that arrangements for secure storage of documents of title be pursued.

16.01.23 Coronation

Discussion concluded that Stanstead Community Centre have Coronation celebration on their agenda and it is most likely that they will hold an event some time over the bank holiday weekend of 6th, 7th, 8th May 2023.

17.01.23 Alternative fuel /vulnerable families update

Cllr M Warne not at meeting to give an update but it was noted that an 'Alternative fuel grant' is available for those on oil.

18.01.23 Matters to be brought to the attention of the Councillors /items for the next meeting's agenda

Benches

Audit planning working group

Cllr D Finch stepping down from Chair role later this year

Cllr C Warne potentially stepping down from Vice Chair role

Cllr R Coxhill resignation, need replacement cllr

19.01.23 Date of the next meeting Monday 27th March 2023 at 7.30pm

Meeting Closed at 9.31pm

Name:David Finch..... Position:Chair.....

Date:27th March 2023..... Time:19:35.....

Signature: Hard copy retained on file has been signed and pages initialled