

**MINUTES OF THE ONEHOUSE PARISH COUNCIL MEETING HELD ON MONDAY 12 JUNE 2023 AT 7.30 P.M. IN TRINITY HALL**

**Present:** Cllrs Copping (Chair), Boulter, Corker and Crissell.

**In attendance:** District Cllr Matthissen, Mrs Fuller, Clerk and 4 members of the public.

**1. Apologies for absence** were received and accepted from Cllr Nutman.

**2. To discuss anti-social behaviour around the parish P.C. Stefan Henriksen.** Unfortunately, P.C. Henriksen was able to attend the meeting due to an operational requirement. He will be invited to the July meeting.

**3. To confirm and approve the minutes of the meeting 15 May 2023**

The minutes were approved and signed.

**4. To receive members Declarations of Interest on agenda items.**

There were none.

**5. Public comment.**

A resident questioned why no CIL money has been paid to Onehouse although some is due. It doesn't look as if MSDC has collected the funds from the developer. District Cllr Matthissen will look into this. The larger developments are Sect 106 so a considerable sum is for community buildings in Onehouse. Cllr Copping advised some of this has already been allocated for some projects such as SHELF. The resident also asked for an outdoor gym on the playing field, Cllr Copping advised that this would be discussed elsewhere during the meeting.

**6. Report from County Cllr Otton.**

The decision to adopt the Energy Infrastructure Policy by the Cabinet in February 2021 required that a review of the Policy was undertaken after two years, and this was discussed at Cabinet on 16 May. Water Resources East stated, with the launch of their regional plan consultation in November 2022, that, "Unless action is taken, increasing water scarcity will constrain agricultural production and curtail economic and housing development, impacting the region's future prosperity and endangering the east's iconic chalk rivers, peatlands and wetlands". The emerging issues of water stress are illustrated by the proposal, in Essex & Suffolk Water's Water Resource Management Plan (WRMP) 2024 consultation, for a moratorium on mains connections for new non-domestic supply until 2032, in the Hartismere Water Resource Zone (WRZ). The Council has supported innovation and adaptation, having worked closely with the Environment Agency, the University of East Anglia, and Felixstowe Hydrocycle, to construct and run demonstration sites for the use of alternative water resources. Demonstration sites include a system for the storage and distribution of storm water, and a pilot installation for managed aquifer recharge near Felixstowe. The current Highways Services Contract with Kier Integrated Services Limited, which includes provision for Street Lighting Services, comes to an end on 30 September 2023, having been extended to its full 10-year term. The Cabinet report for 16 May set out the process and timeline for the new procurement, with reference to the Scrutiny

Committee report 'The Procurement of a new Highways Services Contract' from 15 February 2022, which set out lessons learned from the last procurement and how these would be incorporated in the procurement process and new contract to ensure a more rigorous procurement and selection process, and delivery of high quality and sustainable street lighting services for the county. Final tender submissions are due to be received on 19 May 2023 and will be evaluated and scored during the following two weeks with a view to awarding the new contract in June 2023. Feedback from VCSE organisations shows that many people are not benefiting from the support they are eligible for. Whilst recognising the good work done by council officers and the voluntary sector to support those in need as cost-of-living pressures continue. A motion to put in place an additional programme of communication, to improve the take up of benefits and support available was passed by the Council at the Annual General Meeting on 25 May. The government's scheme Active Travel England aims to boost local economies and transform the school run for thousands of children, generating up to 16 million extra walking and cycling trips a year across the country. The council received £7.8m from the government which it will spend on seven projects around the county, encouraging cycling and walking via cycle lanes, shared use paths and improved road crossings. There will be a period of consultation with Suffolk residents during 2023, with work starting on all schemes in 2024. However most of the proposals are in the more urban areas. The Council confirmed that £10m would be set aside to be spent over the next 20 months on the surfaces of smaller, local roads where people live, in partnership with Milestone, the new highways contractor. Hopefully we will see an improvement.

## **7. Report from District Cllr Matthissen**

At the Annual Council Meeting held on 22 May, the 24 Green Party councillors officially became the Administration at Mid Suffolk. Andy Mellen, as leader outlined initial priorities to lead and work with other bodies to address the challenges faced by our communities, cost of living, affordable homes, local services, public transport and climate change. The cabinet will be made up of six portfolios: Cllr Andy Mellen (leader) – performance and resilience, Cllr Rachel Eburne (deputy leader) – finance and resources, Cllr Andrew Stringer – heritage, planning and infrastructure, Cllr Tim Weller – environment, culture and wellbeing, Cllr Richard Winch – housing and property and Cllr Teresa Davis – thriving towns and rural communities. Cllr Rowland Warboys was elected as Chair of the Council, with Cllr Dan Pratt as Vice-chair. The outgoing Chair, Cllr James Caston raised over £4k for his chosen charity – Stowmarket ASD Saturday clubs. Cllr Warboys' chosen charities for this year will be The Forge Workshops in Thornham Magna and 'Beyond the Wall', a charity based in the Walled Garden at Thornham Estates. Cllr Matthissen been elected to chair the Audit and Standards committee alongside a Babergh councillor as it is a joint committee. In addition, Cllr Matthissen will be a councillor director of the Council's housing company, Mid Suffolk Growth Limited. Cllr Sarah Mansel is to be the Chair of Planning Committee and there is to be a change to the schedule of planning committees. The first daytime planning committee will be held on Wed 21 June and then every 4 weeks. In between those main meetings provisional meetings will be scheduled for 17:30 on the intermediate fortnightly Wednesdays. Cllr Matthissen will continue to be a member of the planning committee. A number of activities for children and young people were organised for half term. These include family

cooking sessions, fencing and dance classes, kids' clubs. Children who receive free school meals will be able to swim for free at Mid Suffolk Leisure Centre. Cllr Matthissen advised that it had been found that the Boundary Review had not been carried out satisfactorily. MSDC cannot change a boundary between two wards without going to the Boundary Commission. The process will be restarted soon and there will be consultation with all affected.

Cllr Matthissen has twice asked for the Onehouse sign in Union Road to be reinstated.

## 8. Planning Matters

### a) To discuss and make recommendation to MSDC on any applications received prior to this meeting.

There were none.

### b) To receive MSDC decisions on previously considered applications.

**23/01543** Erection of a single storey rear extension (following demolition of conservatory). Installation of wood burner and flue. 34 Forest Road – granted.

**22/01397** Application for Outline Planning Permission (Access points to be considered, Appearance, Layout, Landscaping and Scale to be reserved) Town and Country Planning - Severance of garden and erection of 1 detached dwelling. 2 Star House Cottages Union Road. An appeal has been lodged (ref AP/23/00004) against MSDC decision to refuse permission.

**21/05063** Application for Outline Planning Permission (some matters reserved, access, layout and scale to be considered) Town and Country Planning Act 1990 - Erection of 20 No houses/bungalows (including 7 affordable) open space; sustainable urban drainage systems; and associated infrastructure. Land South Of Forest Road. The appeal has been dismissed the proposal would cause significant harm to the character and appearance of the Countryside and this would conflict to a significant degree with Policy H7 of the MSLP which should attract full weight in the circumstances described. Notwithstanding the sustainability of the location proposed for development and other matters presented, given the undisputed evidence of the Council in relation to Housing Land Supply, the social and economic benefits of an additional 20 dwellings would attract limited weight, insufficient to outweigh the harm to the character and appearance of the Countryside.

## 9. Finances

To approve payment of the following invoices:

- a) 23/012 £411.00 Gipping Press June OHSMag
- b) 23/013 £114.20 Mr Raisey edit, produce and deliver June OHSMag to distributors
- c) 23/014 £46.56 MSDC additional dog bin emptying
- d) 23/015 £234.00 Onehouse PCC hire of Trinity Hall 2022/23
- e) 23/016 £600.00 Beccles Town Council 2 second hand SIDs
- f) 23/017 £21.66 Mr J Corker weed killer and fuel for Pauper's Graves
- g) 23/018 £42.35 Mr D Boulter post crete for dog bin, bolts/nuts/washers for bench
- h) 23/019 £15.30 Mrs P Fuller expenses June 2023
- i) 23/020 £157.78 Suffolk County Council pension payment June to be posted 5 July

Items a) – i) + k) were approved and cheques issued.

j)to receive monthly financial report from the Clerk

The balance of the Community account at the end of May was £30,156.44. Less this month's cheques totalling £1,732.85 and adjustment of £75.00 for insurance, the corrected figure is £28,498.59.

k)23/021 £90.00 Mrs S Brown internal audit of accounts 2022/23

**10. To compete and sign the Annual Governance Statement and Annual Return for the year ended 31 March 2023 and agree to send an exemption certificate to the external auditor.**

The forms were completed and signed by the Chairman and Clerk. As both income and expenditure were below £25,000, it was agreed an exemption certificate will be sent to the auditor. *Action: the Clerk*

Cllr Copping advised that she has had a meeting with Vincent Pearce, MSDC Community Engagement Officer. He advised that there is £5,000.00 Sect 106 available for us and OPC needs a project that we would like to spend it on. Having a Neighbourhood Plan makes it easier to get the available funds but we do not wish to go down that route due to time and costs involved. A Neighbourhood Priority Statement would be advantageous. This involves engaging with the community and have a list of what we would like. This will be discussed further at the July meeting.

**11. To consider a request from OHS Management Trust to pay for the revised costs of the grass cutting of the playing field and take any necessary action.**

Three quotes have been obtained and OHSMC's preferred contractor would be J R Landscapes at a cost of £130.00 per cut. The playing field gets cut every two weeks during the growing season. It was suggested that they contact Parkers Pitches at Woolpit for a local comparison. It was agreed that in the interim to use J R Landscapes.

**12. To consider how to fill the two casual vacancies and take any necessary action.**

As these vacancies are from an uncontested election they do not have to be advertised. Cllrs know of three people that may be interested and it was agreed to contact these first.

**13. To discuss the current position regarding the extension of the footway from 22 Forest Road to Chilton Leys and take any necessary action.**

No contact from SCC who are producing the design.

**14. Environmental issues.**

**a)To discuss the Suffolk County Council self help scheme and take any necessary action.**

The Clerk has downloaded the required forms and will circulate to Cllrs so that they can read the terms and conditions before they are completed and signed.

*Action: the Clerk*

**b)to discuss flower boxes and take any necessary action**

The tubs are now in situ. It was proposed, seconded and carried to purchase another four half barrels to complete the boxes in Forest Road. Some of the planters around other areas have been removed as they are broken and small

flower beds have been established instead. The Clerk will contact SCC as the land owner to see if this is allowed under the terms of the licence.

*Action: the Clerk*

Concerns have been expressed by a resident regarding health and safety issues in regard to cats fouling the areas.

**15. To receive a report from the meeting 5 June regarding Onehouse Meadow and take any necessary action.**

Cllrs Copping and Boulter attend the meeting along with representatives from MSDC, Taylor Wimpey and James Bailey Planning. Due to the SHELF project to provide sports facilities elsewhere in Stowmarket there is no need for a sports pavilion on this area of land. OPC would like to see this area predominantly as a green space with footpaths with a connection to the path on Starhouse Lane. It was confirmed that the proposed footpath linking Onehouse to Northfield View, and onto Stowmarket, is scheduled to be constructed in early 2024. Potential uses of the land are 1. Wildflower Meadow. 2. Community Orchard. 3. Bee Keeping / Community Beehives. 4. Pond dipping area for water recreation. 5. Foraging Trail. 6. Green Burial Ground. 7. Surveillance cameras or motion sensor wildlife cameras. Taylor Wimpey are keen to be involved in the project and maintain with a caveat that there can be no development in perpetuity. The other option is for OPC to take it on and be liable for maintenance costs. Cllrs agree with six of the proposed uses but felt the green burial ground should not be included. Cllr Boulter will confirm this to James Bailey Planning and at this stage the land remains in Taylor Wimpey ownership. There will be a further meeting in due course.

*Action: Cllr Boulter*

**16. To receive a report on the meeting at Mill Grove to discuss the proposed boundary review and take any necessary action.**

This came about from the Bury Free Press giving an opportunity to respond to the comments made by Stowmarket TC at its last meeting. It was quite well supported with 17 in attendance with all wanting the area to remain in Onehouse. A Formal meeting will be arranged to consult residents once the timetable for the review is known.

**17. To discuss a notice board for Mill Grove and take any necessary action.**

The Clerk will contact Hopkins Homes to see if they will erect a notice board or allow us to do so. The most appropriate would be half locked for PC notices and half available for other groups to post notices.

*Action: the Clerk*

**18. To discuss repairs to the notice board and bench in Forest Road and take any necessary action.**

The wooden notice board is quite rotten and needs replacing. It would be good to have recycled plastic to look like wood without the maintenance. Various types will be investigated. The vandalised bench has been repaired with recycled plastic.

*Action: the Clerk*

**19. To consider applying to the Local Council Award Scheme for accreditation and take any necessary action.**

There are three standards, Foundation, Quality and Gold Standard: each has separate criteria. There is a registration fee and accreditation fee. The accreditation panel only sits three times a year so the earliest we could achieve

foundation level would be January 2024. Cllr Copping will send out information to Cllrs and this will be discussed in more detail at the next meeting.

*Action: Cllr Copping*

**20. To receive an update on the Paupers Graves and take any necessary action.**

There have been two working parties this month and all areas have been mowed. They have had the last bonfire until the autumn. There have been youths going in there in the evenings for drug use which has been reported to the police and there are evening patrols. The wild garden is coming on slowly. Water in the pond is at a good level. The possibility of advertising a weekend working party was discussed as this may bring forward younger volunteers. Cllr Corker will discuss this with other members of the working group.

*Action: Cllr Corker*

**21. To discuss development of land around the parish and take any necessary action.**

This has already been covered.

**22. To discuss OHSMag, Onehouse website and Facebook page and take any necessary action.**

Mr Raisey has resigned as editor as he objected to the proofreading requirement in the contract. We are losing an important member of the team and we need to find a new editor as soon as possible. The July/August issue will be Mr Raisey's last issue.

Gipping Press can layout a proof for us but that would require someone to coordinate. The cost would be £5.50 a page so a 32 page issue would cost £170.00. An advert for a new editor will be included in the July/August issue. An OHSMag Committee meeting will be arranged for the end of June/early July.

*Action: the Clerk*

Cllrs feel that the website needs modernising. Many councils in Suffolk use Suffolk Cloud who charge a set up fee of £200.00 and an annual hosting and support fee of £120.00. It was suggested that we also look at Wordpress.

This will be looked at again at the next meeting.

*Action: Cllr Copping*

The facebook page is well supported with lots of interesting items.

**23. To receive correspondence/communications and to deal with any matters.**

**Resident** concerned that the verges of Chilton Leys bridleway have been cut including the cowslips. The Clerk has advised that the landowner has probably cut them for better visibility and that cowslip are not a protected species.

**Resident** concerned regarding the increase in traffic on Lower Road due to the roadworks on the A14. The Clerk has advised that their email has been sent to Sisk Ltd who are dealing with this. Additional signage has been sited near the Shepherd and Dog. **Stowmarket resident** that number 98 on the cross is upside down showing as 86. This has been passed to the Pauper's Graves working group. **The following items have been circulated to Cllrs:** SALC news bulletin 22, 30 May, 12 June, training bulletin 16, 23, 30 May, 8 June, Area Forum 15 June, funding opportunity IP14 wellbeing fund, AGM 19 July, NALC announces two new training events. **Rural Services Network** rural bulletin 16, 23, 31 May, 6 June, funding digest June. **SCC** Trading Standards news 18, 26 May, 9 June.

**MSDC** new funding opportunities for projects or activity in IP14, advance notice of planning search page outage 8 & 9 June, Town and Parish update – June.

SISK Ltd May newsletter for A14 Haughley to Tothill reconstruction scheme. County Cllr Otton Suffolk Community Foundation May grants newsletter, Suffolk Community Awards 2023 open for nominations. District Cllr Matthissen feedback about rural transport in Suffolk 2023. Stowmarket Striders forward notice for OHSMag Scenic Seven race 12 November. National Grid East Anglia GREEN project update now named Norwich to Tilbury.

**24. To receive reports**

a)Report from the Clerk

**Pot hole on Burford Bridge** – SCC has advised that work has been ordered to repair in approx. 10 days.

**Defibrillator** – the Clerk has been contacted by a resident who advised that when she had telephoned the ambulance service she had been told the nearest defibrillator was at the Golf Club and not the Community Centre. The Clerk has been in contact with AED donate who have investigated. The Community Centre defib has been correctly registered but monthly maintenance reports have not always been sent in. Bryan Jones who is registered to carry out checks will make sure they are sent in. Batteries and pads need replacing every two years and AED donate will send out a reminder.

**Incident at the Pauper’s Graves** – a fire was lit by youths who were asked to put it out and leave the area.

**SID signs from Beccles T C** – Cllr Boulter is unable to collect these now and it was agreed that the Clerk would ask Beccles to deliver and send us an invoice.

*Action: the Clerk*

**25. Questions to the Chairman**

Resident asked regarding the dismissed appeal for the development in Forest Road. Cllr Copping confirmed the comments of the Planning Inspector.

**26. Items for next agenda**

Neighbourhood Priority Statement, Local Council Award Scheme, Community Engagement policy, noticeboards, handyman, footpath to Chilton Leys, OHSMag, new website and Facebook, development around the parish, Pauper’s Graves

**27. To confirm date and time of the next meeting as Monday 10 July 2023 at 7.30 p.m.** Noted.

The meeting closed at 9.45 p.m.

Signed.....

Dated.....