

MINUTES OF THE ANNUAL MEETING OF ONEHOUSE PARISH COUNCIL
HELD ON MONDAY 15 MAY 2023 AT 7.42 P.M. IN TRINITY HALL

Present: Cllrs Copping, Nutman, Crissell, Corker and Boulter.

In attendance: Mrs Fuller (Clerk) and 2 members of the public.

1. **Election of Chairman.** Cllr Copping was proposed, seconded and carried.
2. **Election of Vice-Chairman.** Both Cllrs Crissell and Boulter were proposed and seconded. After a vote Cllr Crissell was elected.

3. **Apologies for absence** There were none.

4. **Signing of Declarations of Acceptance of Office.**

Cllrs Copping and Crissell signed forms which was witnessed by the Clerk.

5. **Nomination of representative to SALC.** Cllr Crissell was duly elected.

6. **Nomination of representative to OHS Village Hall & Playing Field Trust Management Committee.**

Cllrs Corker and Boulter were proposed, seconded and elected.

7. **Nomination of Tree and Footpath Warden**

Cllrs Corker and Boulter were elected to this joint role

8. **Nomination of Paupers Graves Officer**

Cllr Corker was elected to this post.

9. **Appointment of OHSMag/website Committee**

Onehouse representatives will be Cllrs Boulter and Crissell, plus the Clerk and Mr Raisey, Editor.

10. **To appoint Responsible Financial Officer**

Mrs Fuller as the Clerk was appointed.

11. **Nomination of Cllr to carry out internal audits**

Cllr Crissell was proposed, seconded and elected.

12. **To review insurance and cheque signatories.**

The current signatories are Ray Taylor and Cllr Corker. It was agreed to add Cllrs Copping, Nutman and Boulter to the bank mandate. It was unanimously agreed that Mr Taylor would have to sign cheques until the new mandate has been set up. Our current insurance with Zurich Municipal runs until 30 September. Quotes will be sought from various companies before consideration before renewal.

13. **To review the effectiveness of our internal audit and systems of internal control.**

Cllrs have reviewed current systems which they find to be effective and satisfactory.

14. **To confirm and approve the minutes of the meeting 17 April 2023.**

The minutes were approved and signed.

15. To receive members Declarations of Interest on agenda items.

There were none.

16. Public comment. Concerns were expressed regarding a pot hole on the arch of Burford Bridge. The Clerk will report this to SCC. *Action: the Clerk.*

17. Report from County Cllr Otton.

Nothing to report other than the press release that SCC relaunches 'The Source' website for young people.

18. Report from District Cllr Matthissen

The elections were held on 4 May 2023 and the results were Green Party 24 seats, Conservatives 6, Liberal Democrats 4 and as a result the Green Party are now the Administration at the Council. New roles are being established and the Annual Council Meeting will be held on Monday 22 May when roles and Committee places will be confirmed. Voter ID was used for the first time at an election and while I am aware of a couple of issues elsewhere, it would be interesting to know of other experiences. A full review of the process of nominations and the organisation of the elections will be conducted by Mid Suffolk, overseen by the Electoral Commission, following mistakes that were made in publishing the nominations. The consultation on Part 1 stage of the Joint Local Plan closed on 3 May. The Joint Local Plan was, at the Planning Inspectors' direction, split into two parts – Part 1 contains local policies and Part 2 the housing distribution policies and allocations. It is expected that Part 1 will be adopted sometime in late summer or early autumn. Work continues on Part 2 as the Planning Inspectors have noted that Mid Suffolk already has all the housing requirements (amounts of planning permissions and planned sites) to fulfil the plan's time scale. Adoption of this is not expected until end of 2025 and we will have further updates on this in due course. The National Grid is due to hold a further non-statutory public consultation on installation of overhead power lines from Norwich to Bramford. It is expected in spring / early summer with no date confirmed yet. The Council held briefings separately for members and Neighbourhood Plan groups on this. Where a parish has a Neighbourhood Plan, this remains the most up to date planning document for any planning application to be decided against.

19. 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.

22/01363 Erection of one detached dwelling and garage, including construction of new vehicular access. Land at Lower Road – appeal dismissed. The development would conflict with the settlement strategy for the area; it would result in environmental harm due to the reliance on the private car; and would fail to support the vitality of rural communities.

20. Finances

To ratify the following payment

a) 23/006 £410.35 HM Revenue & Customs Tax & N/I January-March

This payment was unanimously ratified.

To approve payment of the following invoices:

b)23/007 £411.00 Gipping Press May OHSMag

c)23/008 £105.00 Mr Raisey edit, produce and deliver May OHSMag to distributors

d)23/009 £80.00 Mr Palmer playing field grass cutting April

e)23/010 £326.86 Mid Suffolk District Council to empty bins 2023/4

f)23/011 £152.04 Suffolk County Council pension payment May to be posted 5 June

All invoices were approved and cheques issued.

g)to receive monthly financial report from the Clerk

The balance of the Community Account at the end of April was £31,557.55 which includes the first half precept of £9,300.00. Less this month's cheques totalling £1,479.25 and adjustment of £125.00 insurance paid in advance, the corrected figure is £30,203.30.

22. To consider the purchase of used SIDs from Beccles Town Council and take any necessary action.

It was decided to purchase 2 SIDs and to offer £250.00 each. If this is not accepted Cllrs would be prepared to offer £300.00. The Clerk will liaise with the Beccles Town Clerk. *Action: the Clerk*

23. To consider the purchase of a new shredder for the use of the Clerk and take any necessary action.

The current shredder has stopped working but has lasted 10 years. It was agreed to allocate £150.00 for the Clerk to source a replacement. *Action: the Clerk*

24. To consider a quote to repair the broken bench on the green, Forest Road and take any necessary action.

The middle strip has been broken probably by someone jumping on the bench. Mr Cook has provided a quote of £78.00 for wood, £20.00 for staining and £25.00 per hour labour. He estimates 2 hours work. Due to the safety issue, Cllrs accepted the quote and the work will be done as soon as possible.

25. To consider a request from Onehouse PCC for a larger 'to the church' sign and take any necessary action.

It is possible that the PCC will need to apply to SCC for a street furniture licence. For that they will need the support of the Parish Council. Cllrs support provided it is not too large. *Action: the Clerk*

26. To consider a response to the Community Benefits for Electricity Transmission network infrastructure consultation and take any necessary action. (deadline 25 May).

Cllrs do not wish to respond.

27. Environmental issues.

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

The Clerk will look at the forms and complete if possible *Action: the Clerk*

b)to discuss the condition of the flower boxes and take any necessary action.

Cllrs Boulter, Corker and Crissell have inspected all boxes and the majority need replacing; there are 21 in total. Prices for replacements are Narey's 34 ins x 16 ins are £42.99 each, Roots and Shoots do not stock but can get but didn't give a price and half barrels can be purchased from Mr Goodwin for £50.00 each. After

discussion it was agreed to purchase 4 half barrels for Forest Road at £50.00 each. Cllr Boulter will dismantle old and damaged boxes; the earth will be retained for the new planters. A working group will assist Cllr Boulter on the afternoon of 27 May. *Action: Cllr Crissell and Boulter*

28. To receive an update on the future of the green area of the Taylor Wimpey development at Chilton Leys following the meeting 18 April and take any necessary action.

Cllr Boulter and Mrs Willshere attended a meeting on 18 April with Taylor Wimpey, MSDC officers involved in the SHELF project and discussed what Onehouse PC would like to see on the area. Taylor Wimpey are not in a position to hand over the land as they have not reached the sales threshold to do so yet. They will provide further information and will arrange a further meeting with a possible timescale. MSDC will look to see if the trees at the Rugby Club can be moved to what we are now calling Onehouse Meadow rather than felling them. It was made clear that we do not want the area to become a dog walking park with the mess this could entail. MSDC will investigate creating a dog walking park somewhere in Stowmarket. Onehouse Meadow has been included in the SHELF project for the purposes of getting planning permission for the change of use of the land. Once Onehouse PC takes over the land Cllrs can discuss with the farmer to see if they will farm the area while we get our plans together. Suffolk Wildlife are running courses on how to look after this type of area and Cllr Boulter is prepared to attend 3 courses which cost £10.00 each. This was unanimously agreed.

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

The working group has met twice this month. The ditch near the entrance has been cleared out and the grass strimmed to make the entrance area tidier. The wildflower garden has been planted. The area with the crosses has been mowed and footpaths tied.

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

Nothing to discuss. We are awaiting the appeal decision for the 20 houses in Forest Road.

31 To discuss OHSMag, including agreeing a contract for the editor, Onehouse website and Facebook page and take any necessary action.

Cllrs were given a draft copy of a contract for the editor which was unanimously agreed. It was agreed that the Clerk and Cllr Boulter would proof read copy before it is sent to the printer. Cllr Copping will finalise the contract with the editor.

32. To receive **correspondence/communications** and to deal with any matters. **A resident** has advised that when she phoned the ambulance service when a neighbour collapsed they advised that the nearest defibrillator was at the Golf Club. The Clerk will contact AED Donate to ask them to check that they did register the defibrillator at the Community Centre. She will also check how often the pads need to be replaced and how long the battery will last. *Action: the Clerk.* Via Facebook residents are asking for the Onehouse sign in Union Road to be replaced. Mrs Willshere has already reported this to SCC. Cllr Copping will find out if a reply has been received. Cllrs Boulter advised of his discussions with the

police regarding drug issues and they are actively surveying this area. OPC has been asked to log anything they find out about. PC Stefan Henriksen will attend the June meeting to discuss our concerns on this and other anti-social behaviour in the parish. **The following items have been circulated to Cllrs: SALC** training bulletin 18 April, 8, 9 May, news bulletin 1, May, after the elections – common questions, Suffolk celebrates the coronation of King Charles III, BMSDC Joint Local Plan main modification notice of commencement of further examination hearing sessions 26-29 June. **SCC** trading standards news 20, 27 April, 4, 11 May, EP Passenger Interest Group minutes 9 May meeting. **MSDC** notice of uncontested election, coronation food safety guidance, meeting noted of the meeting OPC, Taylor Wimpey re Northfields, May half term holiday activities. **Rural Services Network** Rural Bulletin 18, 25 April, 3, 10 May, Funding Digest May. **National Highways** latest newsletter for A14 Haughley to Tothill reconstruction scheme. **Suffolk Wildlife Trust** new community wildlife courses. **20's plenty campaign** campaign for 20 mph in Suffolk.

33. To receive reports

a)Report from the Clerk

Elections – Nicky Willshere advised on 8 May that she was standing down as a Parish Councillor as she has been elected as a District Cllr for another Ward. The Clerk has contacted MSDC regarding the vacancy this creates. The Returning Officer has advised that as Mrs Willshere has not signed a Declaration of Acceptance of Office form she is not a Cllr. Therefore, the vacancy can be filled as if she had not stood for election, therefore we can co-opt to fill the vacancy.

34. Questions to the Chairman.

There were none.

35. Items for next agenda

Co-option of Cllrs to fill vacancies on OPC, handyman, footpath to Chilton Leys, OHSMag website and Facebook, development around the parish, Pauper's Graves

36. To confirm date and time of the next meeting as Monday 12 June 2023 at 7.30 p.m. Noted.

The meeting closed at 9.44 p.m.

Signed.....

Dated.....