

MINUTES OF THE MEETING OF ONEHOUSE PARISH COUNCIL HELD ON
MONDAY 9 June 2025 AT 7.30 P.M. IN TRINITY HALL

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

In attendance: County Cllr Otton (in part), Mrs Swansborough, Clerk and 1 member of the public.

1. Apologies for absence were received and accepted from Cllr Roberts.

2. To confirm and approve the minutes of the meeting 12 May 2025

The minutes were approved and signed.

3. To receive members Declarations of Interest on agenda items and to consider any dispensation requests. There were none.

4. Public comment. There was none.

5. Report from County Cllr Otton:

Care Market Strategy: On Tuesday 13 May, Cabinet approved the council's new five-year Care Market Strategy. The strategy sets out how the council will work with care providers in the county and other voluntary and community organizations to ensure there is enough care accommodation and workforce to meet adult social care need. Demand is forecast to keep growing and providing better support for unpaid carers. A new helpline to help carers of dementia sufferers has just been launched.

Roadworks/A14: Any notice of any HGV's not using diversion and extra traffic please let me know.

HGV sign Wash Lane: This should be done shortly.

Combs Lane Finborough Rd: Once speed data analysis received will report back. This should be shortly.

Forest Road: I will today (Wednesday 4th) check with Julia Procter for progress. Update: This is now with Operations and Pricing and Julia hopes to be able to visit the parish to discuss soon.

Council Objections to Nationally Significant Infrastructure Projects: The Cabinet meeting on 13 May also agreed that the council should object to the proposals for the Sea Link Grid Reinforcement. The council has also objected to the plans for Eco Power's new large solar farm in north Suffolk based on several factors, including the loss of good quality agricultural land, the impact on communities and the local landscape and damage from cable corridors. A statutory consultation on the plans is expected later in the year.

Consultation launched on Developer Contributions: Suffolk County Council has launched a consultation so Suffolk residents can give their views on the contributions which can be sought from developers proposing major planning applications. In 2011, the council published the "Developers Guide to Infrastructure Contributions" to make developers aware of what they should consider and the financial contributions they should take into account to mitigate the impact of new developments, such as housing estates. Developers need to provide funding to the county council to absorb the impact of extra housing to enable it to provide council services. The consultation asks for public feedback on how this should be calculated. The consultation is open until 9 June.

Council Annual General Meeting: On Thursday 22 May all three motions tabled were passed by the council. These included a motion against the government's

proposed changes to public consultation for Nationally Significant Infrastructure Projects (NSIPs) like solar farm applications. The council also agreed motions proposing a ban on live animals being used as prizes on council land and to support the campaign for Police Community Support Officers (PCSOs) to be eligible for the 20-year long service medal which is currently for warranted police officers only.

Local Government Reorganization – Engagement Meetings: Suffolk County Council is currently arranging meetings with town and parish councils. As the administration's position is that one council would be best for Suffolk, it is likely that they will be promoting this at the meetings. The one in Woolpit is on 6th June at 7.30pm. County councillors have not been invited to the meetings but as your representatives, we would very much like to be there.

Nominations sought for Suffolk Community Awards 2025: Nominations are now open for the Suffolk Community Awards 2025, which is organized by Community Action Suffolk, Suffolk County Council and Suffolk Association of Local Councils. The awards ceremony will showcase the excellent work and achievements of individuals, groups and local councils across Suffolk with 18 awards, including a new one for a local council's efforts responding to climate change. Other award categories cover youth participation and young person of the year, community building, contribution to volunteering, most active community and council, councillor, young councillor and clerk of the year. Nominations are now open and must be made by Sunday 13 July.

6. Report from District Cllr Matthissen:

Annual Council Meeting: The annual council meeting for Mid Suffolk District Council took place on the 15th May, and confirmed new appointments for the council. This included the appointment of Cllr Keith Scarff, as Chair of the council, and Cllr Lorraine Baker as Vice Chair.

Devolution and local government re-organisation update: The council has received a response from central government in regard to its proposed plans for council re-organisation. The response welcomed the proposal to have multiple unitaries, although the actual number is still down to the councils.

Seeking your views on the future of local government in Suffolk: Mid Suffolk has organised a survey on behalf of all the Districts and Borough of Ipswich, which allows residents across Suffolk to voice their opinions and concerns.

Cabinet Agenda June 10th: A major allocation of CIL funding of £3m for the Elmswell to Woolpit footway and cycleway is recommended, as are £33,750 for Rattlesden church and £100,000 for the Needham Market football club new stand. Each project also involves funding from other sources.

Locality Budget: Several awards have been paid out and others are in progress. There is still plenty left from the increased budget, and I will be pleased to hear from organisations with project ideas to benefit the communities.

River Rat Catchment: With help I was able to remove the main remaining patch of Himalayan Balsam from the council-owned land near Wash Lane, Great Finborough. News of this invasive species anywhere upstream would be welcome. Landowners are encouraged to pull it up when spotted to benefit the environment and help others downstream.

7. Planning Matters

a) To discuss and make recommendation to MSDC on any applications received prior to this meeting. DC/25/01447-58 Ash Road, Onehouse. Erection

of single storey rear & first floor side extensions(following demolition of existing conservatory). Discussed and unanimously agreed no comment to be made.
DC/25/02409-16 Northfield Road, Onehouse. Application for a dropped kerb.
Discussed and unanimously agreed no comment to be made.

b)To receive MSDC decisions on previously considered applications. There were none.

8. To compete and sign the Annual Governance Statement and Annual Return for the year ended 31 March 2025. The internal audit was reviewed. Cllrs noted that the reference to a low General Reserve was incorrect as the amount stated referred to the General Fund and not the General Reserve, therefore no action required but comments regarding recommended percentage to be held in General Reserve were noted. It was also noted that the Financial Risk Assessment had not been completed in 2024-25 but is on the meeting agenda, item 10. The Annual Governance Statement, Accounting Statement and Annual Return was completed approved and signed.

9. Finances

To ratify the following payment:

a)£497.98 Clerks salary – May 25

To approve payment of the following invoices:

b) £157.23 – HMRC, Clerks PAYE & NI

c) £270.00 – OHS Village Hall & Playing Field Trust, Garage Hire & Little Owls

d) £260.00 – Heelis & Lodge, Annual Internal Audit

e) £258.85 – Mrs V Swansborough, Clerk mileage and working from home allowance 3/3/25 to 31/5/25

f) £382.00 – Gipping Press, June 25 edition

g) £373.20 – Laura Cross, April and May 25 OHSMag editing

h) £15.50 – Richard Cook, cement for paving slabs in Paupers Grave

i) £340.00 – JR Landscapes, grass cutting x 2

j) £200.00 – Mrs P Fuller, Clerk support May 25

k) £9.00 – John Corker, Taxi expense to attend May 25 meeting

All payments approved.

To receive monthly financial report from the Clerk.

Current account balance: £2,273.36cr. Instant access account balance:

£30,514.17cr. Total funds: £32,787.53cr. After this month's payments totalling £2265.58, the current account balance will be £778cr and the Clerk will transfer £2,000 from the instant access account into the current account.

OHSMag overdue invoices continue to be chased and a payment has been received leaving 2 outstanding invoices totalling £242.00.

Unity Bank have cancelled the direct debit set up for payment of the Clerks NEST pension contributions and it was agreed that a replacement direct debit instruction would be signed. Contributions in the meantime are being made by Cllr Copping and will be claimed back.

Confirmation has been received that the balance of £109.35 that is left over from the grant to buy the picnic table and benches can be used towards the cost of cementing the legs into the ground. Unanimously agreed that, as such a small job, JR Landscapes would be asked to quote to complete this task.

10. To review and adopt the Financial Risk Assessment, Internal Financial Control Procedures, Financial Regulations and Standing Orders.

These were discussed and unanimously adopted. It was noted that as Cllr for internal audit, Cllr Roberts will not be able to authorise payments. Clerk to ensure format is universal and upload to the website.

Action: Clerk

11. To consider funding request from the Village Hall Committee and take any necessary action.

The request for £600 towards cost of finishing off the area near the storage units with a brick wall was discussed and unanimously approved. Cllr Copping to advise the committee.

Action: Cllr Copping

12. Nomination of representative to SALC. Cllr Crissell was proposed, seconded and elected.

13. Nomination of Tree and Footpath Warden.

One candidate has withdrawn. The remaining candidate is abroad and this appointment is therefore agreed to be postponed until the next meeting.

14. Appointments to OHSMag Working Group. Cllr Copping and Cllr Crissell were proposed, seconded and elected.

15. To consider the co-option of a councillor and take any necessary action.

Cllr Copping is meeting a resident who is interested and will report at the next meeting.

Action: Cllr Copping

16. To review and adopt the Terms of Reference for Working Groups and Committees. These were reviewed, discussed and adopted.

17. To review and adopt the following policies: Accident Form, Complaints, Data Protection, Data Retention, Disciplinary Procedure, Electronic Communication & Social Media, Equality & Diversity, Grievance Procedure for Employees, Freedom of Information & Subject Access Request Policy, Health & Safety, Lone Worker, Planning Policy, Reserves and Subject Access Request Procedure. These were reviewed discussed and adopted.

18 To review and adopt Safeguarding Policy and take any necessary action.

This was reviewed and adopted with a further review in 6 months' time.

Action: Cllrs Boulter & Crissell

19. To receive an update on the additional defibrillator and take any necessary action.

No further update. Awaiting quotes and locality award funding. Clerk to chase.

Action: Clerk

20. To receive an update on erection of the new noticeboard and take any necessary action. This is in progress and should be erected soon.

21. To receive an update on the Church Walk/Church Way sign and take any necessary action. Complaint by Cllr Copping was rejected. Any further action was discussed and decided against. It was agreed that the old sign should be retained and relocated in the village as it has historical interest for the community.

Action: Cllr Boulter

22. To receive an update on additional dog waste bins and take any necessary action. These have been ordered and delivery is awaited.

23. To receive an update on Neighbourhood Plan enquiries and take any necessary action. Cost indications have been received and should be covered by available grants. It was unanimously agreed to set aside £2,000 in an earmarked reserve for initial expenses pending grant applications.

Action: Clerk

24. To receive an update on the Community Emergency Plan and take any necessary action. Cllr Copping is meeting with Dawn Wnukoski 1 July 25 to discuss.

25. To consider any response to the BMDC Statement of Licensing Policy Consultation and take any necessary action. No comment to make.

26. To consider any response to the BMDC Consultation on the Councils' Community Infrastructure Levy (CIL) Charging Schedules and take any necessary action. No comment to make.

27. To consider any response to the Listed Building Consultation and take any necessary action. No comment to make.

28. To receive an update on any events, including the Fete, and take any necessary action. The fete is 5 July 25 and preparations are well advanced. Committee meetings are attended by Cllr Copping and representatives from Harleston & Shelland. If anyone is able to help and attend it would be appreciated by the committee.

29. To receive an update on the Paupers Graves and take any necessary action. The area is tidy and there is not much left to do. The seat near the entrance now has a base and is screwed down. A sapling horse chestnut tree has been offered by a member of the public and would be welcomed.

30. To discuss any action necessary regarding the Forest Road to Chilton Leys Footpath. As mentioned in Cllr Otton's report , item 5, this is progressing.

31. To receive an update on issues raised regarding Northfield Woods and other issues raised in the parish, and take any necessary action. Recent issues in the woods and other areas in the village were discussed. It was agreed that Cllr Boulter would contact the Community Policing Team to enquire whether any support would be available.

Action Cllr Boulter

32. Environmental issues. To include an update on the flower barrels. Barrels are planted with the exception of the barrel to be moved to near the village sign. Cllr Boulter plans to do this soon.

Action Cllr Boulter

33. To discuss development of land around the parish and take any necessary action. None.

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

The first edition (June) by the new editor has been published and July is now being worked on. The Clerk has contacted Matthew Ball to arrange a link to the new website to be added to the old website and will contact again.

Action: Clerk

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

The following items have been circulated to councillors: **SALC:** News Bulletins 12/5, 19/5, 26/5 & 2/6. Training Bulletins 20/5, 27/5 & 3/6. LNRS Consultation Engagement 20/5. SALC Forum Invite 2/6. **SCC:** News Release 13/5. Parish Council Engagement 17/5, Councillor Update-Library Transition 2/6. **BMSDC:** Local Government Reorganisation Workshop 18/5. Listed Building Consultation 18/5, Licensing Policy Consultation 9/6, NSIP & Large-Scale Energy Development Updates 19/5 & 2/6. NSIPS Bulletin 22/5. Proposed Revised CIL Levy Consultation 27/5. Town & Parish Update 2/6. Community Governance Review 2/6. **Cityfibre:** Project Gigabit 20/5. **Suffolk Police:** Suffolk Police & Crime Commissioners Update 18/5. **Suffolk Wildlife Trust:** Wilder Communities Events Programme 18/5.

In addition, Cllr Copping reported from the Devolution update she attended and further details will be emailed to Cllrs. Flyers have been received and will be displayed in the village where possible. The Onehouse sign is still missing and Cllr Copping reported that the developers are now completing their 'snagging' and replacement of the sign will be included in this process. *Action Cllr Copping*

36. To receive reports.

a) Report from the Clerk

The Suffolk Community Awards mentioned in Cllr Otton's report, item 5, are coming up and nominations deadline is 13 July 25.

37. Questions to the Chair. There were none.

38 Items for next agenda.

Nomination of Tree & Footpath Warden

Consideration of Co-option of New Councillor

Update on Community Emergency Plan

Update on Neighbourhood Plan

Update on issues in the area

Update on erection of the new noticeboard.

39. To confirm date and time of the next Parish Council Meeting as Monday 14 July 2025 at 7.30pm.

The meeting closed at 9pm.

Signed.....

Dated.....