

Culford, West Stow and Wordwell Parish Council

MINUTES

of the Meeting held electronically via Zoom on

Thursday 23rd September 2021

Present: Councillors: Joy Childs (Chair), David Fisher, Bruce Murdoch, Rachael Salt and Paul Turnill

In attendance: Maximilian Clay (Clerk to the Council)
District Cllr Susan Glossop (part)
11 Members of the Public

10. Apologies

Apologies were received from Cllrs Paul Luke and Myrtle McQueen.

11. Declarations of Interest

- a. There were no declarations of Disclosable Pecuniary Interests in items on the agenda.
- b. There were no declarations of Other Disclosable Interests in items on the agenda.

12. Minutes

- a. The Minutes of the meeting held on 28th May 2021 were agreed to be a true record and the Chair was authorised to sign them as such on behalf of the Council.

13. District and County Councillor Reports

- a. District Councillor Glossop had submitted a written report to the meeting. This was received and discussed briefly. In answer to a question about the possibility of a footpath and cycle way being incorporated into the plans for the Lakes, D Cllr confirmed that this had formed part of the plans.
- b. County Councillor Hopfensperger was unable to attend but had been in touch with the Clerk to highlight that the review of and consultation about Lorry Routes would be launching soon. The Clerk reported that this would be on the agenda for the next meeting.

14. Public Forum

A member of the public reported that the bottom of the village sign at West Stow had started to rot and become loose. (This would be placed on the agenda for discussion at the next meeting.)

Several members of the public spoke of concerns speeding in West Stow and asked whether it would be possible to extend the speed limit further out from the edge of the villages, in order to get cars to lower their speed before getting into the village itself. It was felt that speeding was especially bad to the north of the village and around the bridge/church. The Clerk explained that this was a Highways matter, dealt with by the County and that getting speed limits changed was notoriously difficult but he would take it up with C Cllr Hopfensperger.

A member of the public spoke to raise concerns about large lorries going through and speeding in West Stow and to ask whether additional ways of publicising meetings could be considered. The Clerk noted that the HGV problem had been ongoing for some time and that it was hoped that the long awaited HGV routes review (see 25b, above) would help to address this problem. In terms of publicising meetings, as well as the normal posting of agenda to the website and noticeboards, he encouraged people to spread the word on social media too.

15. Clerk's Report & Administrative Business

- a. There were no decisions taken under delegated powers since the last meeting.
- b. The Clerk reported that:

- ◆ Correspondence had been received from a resident about an event in the King's Forest which had caused access and noise problems during the previous weekend. The officer responsible for overseeing the event had been in attendance for part of the time and she and other residents reported that the event seemed to have been well managed. In view of this it was decided to take no action at present but to keep a watching brief in relation to any future events/
- ◆ The Vehicle activated sign continued to give problems and the new batteries had had to be returned as they had failed to charge - their return was awaited. In the last 18 months the sign had only be active for a few days at a time and for no more than the equivalent of about a three weeks in total.
- ◆ The streetlight works had taken place and these had included activation of the new lamp near the park gates which had been installed some time ago but not connected.
- ◆ Changes to the appearance of Pine Tree House and Woodland View and changes to the surfacing (all of which had been long-tem conditioned in the original planning approval) had been pointed out by residents and so had been raised with the planning enforcement office.
- ◆ The Audit process had been completed and the Council had been issued with the exemption from full review certificate.

16. Planning & Environment

a. Planning Applications:

- i **DC/21/1768/TCA - The Rectory, Ingham Road, West Stow:** Trees in a conservation area notification - fell two Yew (as indicated on plan). After brief discussion, no objection was raised.
- ii **DC/21/1630/HH - Rushwood, Flempton Bridge Carr, West Stow:** a. substitute two previously approved roof windows with dormer windows b. demolish existing chimney stack and replace with twin wall flue c. additional flue in annex roof. After a brief discussion, no objections were raised.
- iii **DC/21/1828/TCA - Brockley Cottage, Brockley Corner, Brandon Road, Culford:** Trees in a conservation area notification - one Willow (T1 on plan) remove one lateral branch from the side facing away from the property boundary; one Eucalyptus (T2 on plan) remove one lateral branch from the side facing away from the property boundary. No objections were raised.

b. Updates on Previous Applications - There were no updates to consider.

c. Article 4 Direction for the Culford and West Stow Conservation Area - It was noted that at present the Conservation Area, within which most of the Parish sits, has no article 4 direction which makes the existence of the conservation area a fairly academic fact. In discussion it wa highlighted that Article 4 directions are attached to conservation areas in order to give life to that status by providing a framework within which planning matters can be considered. An article 4 direction can make general specifications (e.g. Changes to existing houses should use windows that tie in closely to the existing) or very specific ones (such as additional dormer windows will not normally be allowed).

Recent applications for work to existing estate cottages and unauthorised works to others had had a dramatic impact on such houses and in previous discussions it had been felt that seeking an article 4 direction could protect the parish's traditional buildings from character-changing alterations and protect the wider feel of the conservation area.

The Council resolved to seek an article 4 direction and the Clerk would initiate discussion with the Conservation Officer at West Suffolk Council.

17. Queen's Platinum Jubilee

There will be celebrations next year to mark the Queen's platinum Jubilee and the Council considered a proposal by Cllr Murdoch for a village event on 5th June 2022. A bring and share event

at a location to be determined, was proposed. The Council resolved to mandate Cllr Murdoch to form a working group so that all sections of the community could be involved and that the group would work on a detailed and costed plan to be brought to the next meeting for consideration.

18. Village Emergency Plan (VEP)

Cllr Salt, as the designated Emergency Plan Liaison Officer, reported that development of the plan was progressing. She reminded the meeting that the VEP was designed to respond to relatively minor, local emergencies such as flooding or storm damage, rather than major emergencies, for which a lead from one of the emergency or other civil services would be appointed. The next step would be to get residents to volunteer to take co-ordinating roles in the various segments of the parish.

19. Remembrance Service

This would take place on Sunday 14th November at 10.45am outside the village Hall. The Clerk would order the wreath, Cllr Salt offered to provide mulled wine after the service.

20. Classic Car Event in Culford Park

There had been mixed feedback from residents with a few people extremely unhappy with the disruption to traffic on the day but most expressing support for this event taking place in the village. However, everyone who had commented felt that traffic management should be improved.

The Clerk and the organisers of the event, Bury Abbey Rotary, had been in discussion about next year's event, and would be meeting in the week following this council meeting for further discussion. The Clerk reported that the organisers had been extremely apologetic about the disruption and were very keen to cooperate to avoid this in future. They had also agreed a generous donation of £500 towards the village hall restoration fund.

21. Wildlife Friendly Village

Cllr Salt reported that Covid restrictions had scuppered the team work that had been anticipated at the launch of this project but that individuals had been working on their own initiatives. A co-ordinator is needed for West Stow, as restrictions are lifted and a more co-ordinated approach has become possible. In the meantime, some subsidised hedgehog boxes would be offered to residents, as well as advice and support on making gardens more wildlife friendly.

22. Welcome Pack

The Clerk had suggested that as the Welcome Pack had been in existence for some time and there had been several suggestions for additions or updates, it may be opportune to carry out an update. This would include updating the style of pack to tie-in to the Parish style and it was also suggested that QR codes could be added to provide useful links. The council resolved to move forward with an update and it was agreed that Members and the Clerk would forward ideas to Cllr Murdoch and that a revised version would be brought back to a future meeting.

23. Culford Church Clock

Cllr Murdoch reported that the church clock was in need of major work and that, because the roof and boiler were also in need of work, the Church had no funds for this work and a request was made to the Council for advice on funding. The Clerk reminded the meeting that parish councils are not permitted to make grants toward the fabric of churches but that other sources of funds were available. He would be happy to contact the district and county councillors to see if they would be able to offer support but that a figure would be needed for both the cost of the works and the amount of support to be sought. Cllr Murdoch would provide this information to the Clerk.

24. Governance & Finance

a. The Clerk reported that the Annual Governance and Reporting process had been successfully concluded.

b. The Council resolved to receive the schedule of receipts and payments and to approve the payments.

25. Councillors' reports and items for future agendas

Cllr Salt reported that the last elements of the Telephone Kiosk renovation had been completed.

The Chair declared the meeting closed at 8.46pm

Signed as a true record by authority of the Council

Chair

Date