



Debbie Archer proposed and Ian Bryce seconded Les Cole for the Speedwatch & VAS Signs representative

John Whyman proposed and Les Cole seconded Roy Carter as Planning Lead

A discussion was held and John Whyman offered to be The Link representative and submit the monthly report but only on a part time basis and agreed to share with other members of the Parish Council

The Parish Council thanked Peter Eaton for his contribution as The Link representative

#### **CHPC04/20 – DECLARATION OF INTERESTS**

Jamie Bostock and Chris Leney declared interest in planning applications.

#### **CHPC05/20 – MATTERS ARISING FROM MINUTES DATED 16<sup>TH</sup> APRIL 2020**

CHPC146/19 – The online banking facility for payments requires a two step authority which we do not have, therefore cheques were written and signed using social distancing

- It was suggested the clerk could investigate how to set up other cheque signatories with online authority

CHPC149/19 – The clerk is still waiting a reply regarding planning application DC/19/05320

Clerk

#### **CHPC06/20 – COUNTY COUNCILLOR & DISTRICT COUNCILLOR'S REPORTS**

Councillor Hudson sent the April monthly Parish Newsletter via email which has been circulated to the Councillors prior to this meeting. It was noted that the council was disappointed not to have seen Cllr Hudson at the meeting.

District Councillor Busby reported that Endeavour House is currently closed due to Covid 19 and all staff are working from home. The Committees are all meeting regularly virtually. Cllr Busby has been circulating the Covid 19 information sheets. The waste recycling centres are now open but only via an online booking facility. Cllr Busby confirmed that planning officers do now have extra delegated powers as not able to attend site visits due to Covid 19. All sensitive applications are going to committee. The question was asked as to how the recently held virtual planning meeting went – Cllr Busby responded stating it worked well even though it was 3.5 hours long but was discussing a major development in Sroughton which was eventually turned down on Heritage grounds. Cllr Busby confirmed that he recently met with a neighbour to Charity Farm, Chattisham over their concerns regarding the Charity Farm planning application and confirmed that he has since spoken to the Planning Officer and Enforcement Officer with his concerns. Cllr Busby also wanted to let people know that Business Grants of up to £25,000 are still available.

#### **CHPC07/20 – COMMENTS FROM MEMBERS OF THE PUBLIC**

There has been one police speed-check recently with only 3 offenders. Haydon Wilding reported that the village website has seen 553 hits from 1<sup>st</sup> March to 13<sup>th</sup> May – viewed 2793 pages and 79% are new visitors. Thanks was given to Haydon for keeping the website updated daily with current information. Gerald Main thanked Peter Eaton for his contributions to The Link and feels the Parish Council needs to be present in The Link. Gerald is currently working on a Constitution for The Link to make sure it is represented by all in the villages. Thanks was given to Gerald. Concerns were raised regarding footpath 49 as is unwalkable at the moment due to the path not being reinstated. Stephanie agreed to look at this.

Stephanie Coupland

#### **CHPC08/20 – PLANNING**

**DC/20/00838 – Charity Farm, The Street, Chattisham – Erection of Agricultural Building** – a detailed discussion was held and Ian Bryce gave an update on the history of the site. It was unanimously agreed to object the application on the following grounds – The proposed building is not an agricultural building as the site is not a farm and is an industrial estate with 14 rateable units

<p>- the site is already over developed – the proposed building in in close proximity to the neighbouring property when there is other space available – the history of the site has been a concern over a considerable period of time. Cllr Busby was thanked by the council for meeting with the neighbour and raising his concerns to the planning officers – the clerk to respond</p>	Clerk				
<p><b>DC/20/1642 – 4 Covey Cottages, Priory Road, Hintlesham – Construction of a menage with post and rail fencing</b> – a detailed discussion was held and the council agreed that they have no objections to the application but have concerns regarding the existing external lighting and would like to reinforce the concerns raised by the Environmental Protection Team regarding the external lighting – it was agreed the clerk would respond and also contact planning enforcement</p>	Clerk				
<p>Jamie Bostock left the meeting  <b>DC/20/01597 – Red House Farm, Duke Street, Hintlesham – Application to determine if Prior Approval is required for a proposed change of Use of Agricultural Buildings to Dwellingshouses (Class C3) and for building operations reasonably necessary for the conversion</b> – a detailed discussion was held regarding the history of this application and it was agreed that the council have no objection in principle but still had concerns over the colour of the external cladding and would prefer a lighter colour and to look less industrial – the clerk to respond          Jamie Bostock returned to the meeting</p>	Clerk				
<p><b>CHPC09/20 – VAS SIGN UPDATE</b>          David Marsh reports that Suffolk Highways have now confirmed the sites for the poles and now waiting for the survey for the groundworks to be completed which hopefully will be within the next month or two.</p>					
<p><b>CHPC10/20 – PROPOSAL FOR CONCILLORS TO HAVE THEIR OWN PARISH COUNCIL EMAIL ADDRESSES</b>          It has recently been brought to the Parish Council’s attention that each councillor should have their own dedicated parish council email address as they are liable for freedom of information. Haydon Wilding is able to purchase a domain name of HANDCPC.CO.UK for a cost of £12.59 and the email addresses would cost £65.00 per year. It was agreed to finalise this at the June parish council meeting and for Haydon Wilding to do further research. Debbie Archer proposed this and Peter Eaton seconded.</p>					
<p><b>CHPC11/20– FINANCE</b>          The following payments were proposed by Stephanie Coupland and seconded by Chris Leney and approved:-</p> <table border="0" data-bbox="95 1500 1316 1556"> <tr> <td data-bbox="95 1500 399 1556">Mrs. Jo Brown</td> <td data-bbox="399 1500 798 1556">Clerks Salary &amp; Exps</td> <td data-bbox="798 1500 1037 1556">£166.34</td> <td data-bbox="1037 1500 1316 1556">Cheque No 101070</td> </tr> </table>	Mrs. Jo Brown	Clerks Salary & Exps	£166.34	Cheque No 101070	
Mrs. Jo Brown	Clerks Salary & Exps	£166.34	Cheque No 101070		
<p>The clerk confirmed that the Parish Council do not require an external audit this year as the income and expenditure do not exceed the limit of £25000.00          Stephanie Coupland proposed and Ian Bryce seconded to approve the Annual Audited Accounts for 2019/2020 – David Marsh to sign the governance statement</p>	David Marsh/Clerk				
<p>Letter of thanks to be sent to Pat King for completing the internal audit</p>	Clerk				
<p><b>CHPC12/20 – REPORTS FROM PARISH COUNCILLORS</b>          Stephanie Coupland has reported the steps by the rectory and the broken broadwalk, and footpath 51 near to the chapel. Peter Eaton confirmed that there are no BAPTC meetings at present. Ben Cox reported that there are currently 3 buses out in the morning and 3 in the evenings, he will email Suffolk Transport to ask if they are going to provide more services. Jamie Bostock reported</p>					

an accident at Hill Farm nothing too serious. Chris Leney reported the hit and run incident in Chattisham recently. Diane Chase confirmed that the Police forums are on hold due to Covid 19. Diane also recently tidied the Chattisham phone box library and confirmed that the pot holes in Chattisham Lane have been repaired. Ian Bryce confirmed the fallen tree on A1071 near to Priory road will be cleared in the next 2 weeks. John Whyman reported the social club has extended the furlough of staff to 9<sup>th</sup> June. They are planning to have a tidy up and have postponed the AGM to 18<sup>th</sup> August. John also confirmed the Phone Box library in Duke Street remains clear. Les Cole reported that speedwatch is prohibited during Covid 19 lockdown. Les will download the data from the VAS Sign tomorrow and circulate via email.

**CHPC13/20 – CORRESPONDENCE RECEIVED**

All have been circulated via email

**CHPC14/20 – ITEMS FOR THE NEXT AGENDA**

Confirmation of set up of Councillor email addresses  
Recording of Meetings Draft Protocol

**CHPC15/20 – DATE OF NEXT MEETING**

Thursday 11<sup>th</sup> June 7.30pm

Meeting closed at 8.55pm