

**HINTLESHAM & CHATTISHAM PARISH COUNCIL**

MINUTES of the Parish Council Meeting held in the Meeting Room of the Community Hall  
On Thursday 13<sup>th</sup> March 2025 at 7.30pm

**PRESENT:**

Les Cole	Diane Chase	Jim Hammond
Ben Cox	Stephanie Coupland	Jamie Bostock
Caroline Bates	Ian Bryce	Trevor Martin
Debbie Archer	Peter Eaton	John Whyman

<b>APOLOGIES:</b> Cllr David Busby	<b>IN ATTENDANCE:</b> Liga Sendall (Parish Clerk) 0 Members of the public present
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The Chairman welcomed everyone to the meeting. Cllr Hammond kindly agreed to submit the report for the Village Link this month.

**CHPC859/25– APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs David Busby prior to the meeting.

**CHPC860/25– TO APPROVE THE MINUTES OF THE MEETING DATED 13TH FEBRUARY 2025**

The minutes from the 13th February 2025 meeting had previously been circulated to all Parish Councillors via email. The Chairman asked if everyone present was happy with the minutes. Cllr Bryce proposed minutes and Cllr Eaton seconded them. The minutes were signed by the Chairman at the end of the meeting.

**CHPC861/25– DECLARATION OF INTEREST ON ANY ITEMS ON AGENDA**

The Chair asked if there were any declarations of interest for any items on the agenda. Cllrs Bryce, Bostock signed the declarations of interest in relation to Pylons.

**CHPC862/25– MATTERS ARISING FROM MINUTES DATED 13TH FEBRUARY 2025**

The Chair asked council members if they had any matters arising from the minutes. No matters raised by Councillors.

Cllr Chase has put on notices on the phone box.

Add Cllr Eaton to attendance.

**CHPC863/25– ADJOURNMENT FOR REPORTS FROM DISTRICT COUNCILLORS AND COUNTY COUNCILLORS, COMMENTS FROM MEMBERS OF THE PUBLIC.**

Cllr John Whyman opened this part of the meeting, his below report had been circulated before the meeting.

**‘District Councillor Report (March 2025)**

Dear Councillors,

A bit of Local Government Reform ‘politics’ first...! As you might expect, various permutations of ‘politically preferred’ authorities are being proffered. My personal concern is what looks attractive to political self-interest may not be the optimal solution for residents and the wider local community. As your current local government representative my only ambition is to keep you as well informed as I possibly can and continue to do my ‘day job’ with the least possible distraction to these other matters. BDC are holding a further update for Towns and Parish councils, via Teams, on 5<sup>th</sup> & 10<sup>th</sup> March.

At our Council meeting on the 26<sup>th</sup> of February members passed the general budget for 25/26 – An extremely difficult decision including the reduction and removal of subsidies applying to non-statutory services and move towards 100% cost recovery. It's difficult to write a synopsis of the full and complicated impact of balancing our budget. We challenged ourselves to look even more closely at making sound financially based decisions with the minimal loss of discretionary services – there are no easy choices. If any member would like to go into greater detail with me, please let me know and I'd be happy to share the granular detail with them.

We also passed the Housing Revenue Account budget and 30-year business plan on the 26<sup>th</sup> February. Some good news insofar as our housing programme of change and reversion to 'in house' services continue to develop with the consequential improvements in our services and support to our tenants. We have recently launched a 'Tenants Board' giving everyone who has a stake in our housing programme a real say in how it operates. These changes will, not only give our tenants a greater voice but, in doing so, will hugely improve our efficiencies in managing a 3,000-home portfolio. We don't have as many or varied types of social housing in the district as I would like, which stifles our ability to provide some choice within the communities – there is demand, and, given the opportunity, I'd like to change that.

### **Activity**

- Hintlesham Woodland – As members may know, several of our PC members assist with the woodland management in conjunction with HCCC members. This can be quite a demanding responsibility for the community both in terms of 'manpower' activity but, also, the legal responsibility that arrives with 'ownership'. A couple of reasons why I mention this in my report, firstly to roundly thank our parish council representatives and particularly, Ian Bryce, for his enduring energy and willingness to be there when required with his 'equipment' AKA Merlo Loader..! The work undertaken by the various members of the group makes a significant contribution to your neighbouring land and property owners, namely Babergh District Council and their tenants who would like to pass on their gratitude to you through me. Secondly, and more by accident of information, I would like H&CPC/HCCC to consider having the woodland designated as a nationally recognised 'Nature Reserve'. This may sound onerous, but the benefits, in terms of potential support along with recognition within the NPPF & District Local Plan outweighs the obligations. I intend to write to HCCC, as owners, to ask their consideration of this matter along with mine and BDC Cabinet support to allow this to take place.
- Brockley Woods – By the time you read these notes, the application will, most likely, have been heard on Tuesday 4<sup>th</sup> March meeting of SCC Development & Regulation Committee. A significant volume of new information, at the time of writing these notes, has just come forward from SCC, which hasn't been given sufficient time for scrutiny or challenge. Bentley, Copdock & Washbrook Parish Councils have both requested the Chair of SCC D&R Committee defer any decision to their next meeting to allow this to happen. I fear the worst may happen for the sake of politically motivated expediency and a complete lack of respect to neighbouring communities democratic voice.

### **Babergh Notes**

Babergh planning committee met on 19<sup>th</sup> February to consider an application to grant approval East Bergholt for a 'Forest/Woodland' SEND School. This was a particularly constrained application as it was contrary to the wishes of near residents (due to traffic movements principally) and not all, but a majority of the parish council members. After consideration and a very comprehensive planning officer report, the committee granted approval subject to the significant conditionality, including a preferred transport routing and other nature conservancy measures. The application received strong support from SCC SEND provision as places are extremely limited within the county. The application was also supported, on the balance of community benefit, by the DC ward member.

The BDC Overview and Scrutiny committee hasn't met during February. Our next meeting will be Monday 17<sup>th</sup> March.

As ever, I remain open to any members who would like to be briefed on specific anonymised examples of the council's work, in this area, please let me know. These meetings are also open to both parish councillors and members of the public wishing to attend either in person or online.

#### **District Councillor Resident Surgeries**

My regular meeting opportunity for residents in the Capel St Mary library will be Tuesday 11<sup>th</sup> March 9.30 – 11.00am. The forward date for next month will be Tuesday 15<sup>th</sup> April 9.30 – 11.00am. No appointment is necessary, but if residents need more of a confidential chat, please let them know beforehand so I can arrange some privacy. I'm also available 'on demand' at the PC office in conjunction with CSM PC Clerk & RFO Julie (Lawes)

John (Whyman) Cllr - Babergh Council Member – Capel St. Mary''

Cllr discusses devolution. The Chair attended meeting on Devolution on Monday. Big message – it will cost a lot of money to get to there.

John Whyman says it will cost government £19 million. Says it could be really good if the process works.

Key targets: May 26 Mayoral Combined Authority election for Norfolk & Suffolk, May 27 – election date for the Shadow Unitary election. End of district would be May 28 is the end date for all district, borough & county authorities

Most cost will be in trying to align everything.

Cllr Eaton asks why Babergh council think it is a good idea. Cllr Whyman says the democratic processes are replicated within local councils generally, throughout various authorities. Says it won't likely to have many savings. If the government aren't putting money in to devolution, it is unclear where the money will come from. Councillors discuss the devolution potential ways of making savings.

Cllr Hudson joined the meeting at this point.

Cllr Whyman mentions Cllr Hudson put in a really good fight to save Brockley Woods for another month.

Cllr Hudson apologises for being late, another meeting got overrun.

Full meeting from council, had another meeting with Highways, thanks the Chair for sending updates. Mentions libraries changing status. There is another further meeting to follow.

Attended another long session related to violence against women, have decided not to spend any more money towards asylum seekers.

Asks the Chair for an update on the roads. The Chair says roads generally are in terrible state for the whole village.

Cllr Hudson, has received email from Susan Morgan, in relation to traffic issues near her home.

Cllr Hudson says there is some funding money left, but new money will be allocated until May.

The Chair confirms we finally have licence for the lights near the school, the specifications add around another £3000 due to foundations and the posts. Cllr Hudson says not sure if he can fund the whole project, but check what he can offer towards this.

The Chair informs the Clairemont cottage has been damaged, it is discoloured, they have already changed windows. The remedial works are due to be in 2025/26. Cllr Hudson asks for the Chair to write to Cllr again.

In relation to Pink Cottage, Chair has been discussing with Mr and Mrs King, and they are grateful for the current repairs, as are their neighbours. The current works seem to have been successful so far. Cllrs discuss Pylons and planting around Hintlesham hall.

Mentioned travellers in Copdock, there will be a hearing at County Court in this regard. Will look to make contact with the travellers.

Asks if anyone else has any more points to discuss.

Cllr Bryce asks if Cllr Hudson can have influence over BT telephone poles. Cllr Hudson suggests he will write to them. Cllr Bryce, says the post has been knocked over for about 2 months and nobody has tided it up yet. It is on 1071 by the College Farm bend. The Chair says he already sent photos to Cllr Hudson.

Cllr Hudson leaves the meeting.

#### Members of public.

The Chair opened the public meeting.

No members present.

Public meeting closed.

#### **CHPC864/25-PLANNING**

All planning applications had been sent to parish councillors with the agenda prior to the meeting. The Chairman introduced this section.

**DC/25/00943** [Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses \(C3\) and for building operations reasonably necessary for conversion. Town and Country Planning \(General Permitted Development\)\(England\) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion works to 3no buildings to form 3no dwellings.](#) Location: Land At Hintlesham Hall , George Street, Hintlesham, IP8 3JG

Cllr Bostock leaves the meeting at this point.

Cllr Bryce asks if we can differentiate it with Hintlesham hall. Cllrs discuss the application.

Chair says the environmental dept have already questioned the roof suitability. Cllr Eaton says they haven't been as agricultural buildings for a considerable length of time.

Cllr Whyman explains there are two objections on this application already. Says it does not appear to be appropriate process to go though at the moment.

Cllrs discuss the application in some depth.

Chair asks if we will object as this is not class Q application, therefore it is not permitted application. It has not been agricultural land since 1987.

**DC/25/00918** [Application to determine if Prior Approval is required for a Proposed: Erection, Extension or Alteration of a building for Agricultural or Forestry Use. Town and Country Planning \(General Permitted Development\) \(England\) Order 2015 as amended Schedule 2, Part 6 - Erection of grainstore with open sided lean to for storage of machinery.](#) |Old House Back Road Hintlesham Ipswich Suffolk IP8 3PB

Cllr Bostock rejoins the meeting.

Cllrs discuss that council didn't have objections last time, but it got rejected due to lack of survey.

There was no ecological survey for crested newts.

There is a listed building nearby.

No objections from any of the councillors.

**DC/25/00797** [Householder Application - Erection of a front single storey extension and porch.](#) |Phalmier Duke Street Hintlesham Ipswich Suffolk IP8 3PW

Chair says there was an application in 2021, but we did not submit any comments.

Councillors discuss location of the plan. Councillors discuss the windows on proposed planning application. Suggest that it will likely to impact the parking for neighbours.

No objections from any of the councillors.

Granted

**DC/24/04799** [Full Planning Application - Subdivision of plot and erection of 1 No. detached dwelling with new vehicular access.](#) Land Adjacent To The Cottage, Duke Street, Hintlesham, Ipswich Suffolk IP8 3PN  
Chair mentions, this has been granted.  
Has provided parking and a garage.

**DC/25/00922** | [Application for a Non-Material Amendment relating to B/872/77 - Development Description to remove the words 'Farm Manager's' and 'incorporating central Farm Office'](#) | Hill Farm Silver Hill  
Hintlesham Ipswich Suffolk IP8 3NJ  
Granted – change of name

**DC/25/00441** [Application for a Non-material Amendment relating to DC/24/04897 - Alteration of render to horizontal boarding and facing brickwork, amendment of side hung garage doors to roller doors and increase of roof pitch to detached workshop.](#) Location: Foxhaven, Silver Hill, Hintlesham, Ipswich Suffolk IP8 3NJ  
Granted

#### **CHPC865/25– CIL UPDATE**

Items for CIL projects:

- Flashing lights – have now got the license for LED flashing lights, total cost is approximately £7,400. The Chair circulates the plan. Councillors discuss the additional costs for the foundations. Traffic lights will need to be set up again for installation as it is more complicated. Councillors discuss how the traffic will be managed. To dig a hole that big, there is a risk it may impact services; therefore, it would need to be dug by hand. VAT on this will be claimed back, so overall costs will be lower. The Councillor explains that the new sign will be slightly larger than the current one. The new sign will have a 5-year timer. Councillors discuss the financial side. Will try to ensure the works happen during the school holidays.
- Village gates - likely to be installed tomorrow. There have been delays with installation due to other traffic lights in the area.

#### **CHPC866/25- NEIGHBOURHOOD PLAN UPDATE**

Cllr Bates opens this part of the meeting.

Says she sent initial draft out to Cllrs this morning. Says we are able to see the detail it requires to be a neighbourhood plan.

Notes Highways has been currently omitted, but will discuss to add this.

Cllr Chase will add some local history and recent changes to be added.

Requires input from all – the vision of what will the villages will look like by 2030. On behalf of community organisations, local businesses, Parish council. Invites for anyone to send in views and ideas to Cllrs Eaton and Bates. Asks if we are prepared to pay £45 plus VAT to access Parish Online. The grant has been received from Groundwork UK Neighbourhood Planning Team, as well as invoice from Place 4 People. Clerk has uploaded it to End of Grant Report on the portal.

Cllr Bates asks for photographs to be placed in Neighbourhood plan, and for the website. To email photos to Clerk.

Cllr Eaton says he has been in touch with Polsted community shop owner and is meeting with her this weekend. Will go in for the meeting with a row of questions. There is another one in Elmsett and one in Bentley. Once all financial side information is obtained, will put it forwards. Cllr Eaton says that often trying to break even in retail is the biggest challenge.

There currently is no building and volunteers. Councillors discuss the options for the shop.

#### **CHPC867/25– WEBSITE / EMAILS UPDATE**

Cllrs Eaton, Cox, Bryce, Whyman, Hammond and Chase currently can't access new emails yet.

Cllrs Cox and Bates can't get in on mobile.

the chair suggests that extending access on current/ old emails would cost £2,50 per month per mailbox.

Councillors discuss if anyone know any IT specialist.

Agree to extend 5 mailboxes that can't be accessed yet.

Cllr Archer offers to visit everyone to get the initial troubleshooting.

Cllrs discussed the new website. Clerk will put together a basic plan and circulate to few Cllrs. Discussed training on the new page and people who would need access to separate areas.

#### **CHPC868/25 - WASTE BINS AND DOG BINS**

The Chair opens this part of the meeting

Asks where are the current waste bins – one by the bus stop. And another one across the road by the opposite bus stop.

The remaining bins get emptied by Peter King.

Chair has been contacted by a couple of members of community, one asked why there is no dog bin in Chattisham. Another member mentioned dog bin near the hall has been overflowing with general rubbish, not just dog waste.

Suggests that maybe we require another bin for general rubbish.

Discuss a potential dog bin in Chattisham, proposes the little triangle near the side of the road.

Cllr Eaton suggests to potentially put it in Link, to see how many people respond to it., to see if there is enough requirement for one.

Cllrs discuss other potential locations.

Chair will get the cost of waste bin.

#### **CHPC869/25 - LAND CONSULTATION**

Chair opens this part of the meeting. Cllr Eaton asks if people have had a look at the link for this previously. Cllrs discuss the consultation. It is decided that it is too complicated for Parish Council involvement.

#### **CHPC870/25– FINANCE**

The Chairman read out the items on the finance section of the agenda;

Churchyard grant for the grass cutting   £460.00

Clerks Salary & Expenses                   £195.78

It was agreed on block that the finance items be paid Cllr Bryce proposed and Cllr Archer seconded. Agreed by all.

#### **CHPC871/25– REPORTS FROM PARISH COUNCILLORS**

The Chair opened this part of the meeting by inviting councillors to contribute.

Cllr Chase has police forum to attend. Asks if there are any additions. The Chair says there is a very noisy car in the area. Councillors discuss this as an issue. Cllr Chase says can't really raise it with police if we have no more information.

The Chair reads out letter received in relation to lamp posts. Replacement parts are no longer available and are not maintained. The Chair will ask why we pay maintenance If they are not being maintained.

Says 3 only lampposts are under Parish Council. The remaining ones are paid for by Babergh council.

Locality grant for the sum of £272 for Hall Lunch has been received by Parish Council to distribute to Hall Lunch, as they don't have an account. This will be issues as cheque to Hall Lunch.

The Chair has received thermal imaging set. Twelve houses have signed up for it so far. Demonstrates the kit and says it is being used with a mobile phone.

**CHPC872/25 - CORRESPONDENCE RECIEVED**

All correspondence received by the council had been circulated to members prior to this meeting. Nothing further was introduced for discussion.

**CHPC873/25– ITEMS FOR THE NEXT AGENDA**

- Neighbourhood Plan update – outstanding
- CIL – outstanding
- Website / emails update

**CHPC874/25- DATE OF NEXT MEETING**

10<sup>th</sup> April 2025

The Chairman closed the meeting at 20:15 PM.