

**AGENDA OF THE BATTISFORD PARISH COUNCIL MEETING TO BE HELD ON TUESDAY
17th SEPTEMBER 2019 AT 7.30 PM IN THE VILLAGE HALL, BATTISFORD**

1. RECORDING OF MEETING

To establish whether it is the intention of any person to record the meeting.

2. APOLOGIES FOR ABSENCE

- a) Council to receive apologies for absence (Cllr S Zethraeus)
- b) Council to consent to accept apologies received

3. DECLARATIONS OF INTEREST

To receive Members' declarations of Disclosable Pecuniary Interests (as defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012) where these Disclosable Pecuniary Interests:

- a) Have not already been entered into the register and
- b) Relate to a matter to be considered

To note that such interests so declared must be formally notified to the parish clerk and the Monitoring Officer at the District Council of the interest within 28 days.

4. PUBLIC PARTICIPATION

Members of the public may speak about specific items on this agenda which contain a recommendation, provided they have advised the parish clerk of their wish to speak no later than midday on the Friday before the meeting (or midday of the last working day of the week before the meeting). A list giving details of the name(s) and the relevant agenda item(s) will be circulated to Councillors before the meeting commences.

5. UPDATES FROM COUNTY and DISTRICT COUNCILLORS and SUFFOLK POLICE

- a) To receive an update from County Councillor Kay Oakes
- b) To receive an update from District Councillor Dr D. Pratt (previously emailed)
- c) To receive an update from Suffolk Police- PC Stefan Henriksen

6. **MINUTES OF THE PARISH COUNCIL MEETINGS held on 18th June and 25th June 2019**

- a) To receive the minutes of the Parish Council meeting held on 30th July 2019 and to authorise the Chair to sign the same. **(PAPER A)**

7. **MATTERS RELATING TO PLANNING APPLICATIONS FOR BATTISFORD**

- a) Planning application received: DC/19/04175 Proposal: Full Planning Application - Change of use of agricultural land to D2 assembly & leisure to form 1 acre stocked angling lake and associated landscaping along with 2 no. residential holiday lodges and a further amenity outbuilding (non-sleeping) for the enjoyment of the anglers. Location: Highfields Farm, Hascot Hill, Battisford, Stowmarket Suffolk IP14 2HL. Go to: <http://www.midsuffolk.gov.uk/planning/development-management/application-search-and-comment/search-forapplications/>
- b) To note the Appeals/ Decisions/ Variance of Compliance as advised by Mid Suffolk District Council Planning Dept:
- (i) Appeal: Reference AP/19/00139 - Land Adjacent 2 Rosemary Cottages , Church Road, Battisford, IP14 2HF. BPC comment was collated from email responses from BPC councillors, and the final copy agreed by the Chairman. **(PAPER B)**
 - (ii) Decision Notice: Proposal: Discharge of conditions application for DC/19/00812 - Condition 8 (Agreement of Materials) Location: Stoke Stables, Stoke Farm Drive, Battisford, Stowmarket Suffolk IP14 2NA **(PAPER C)**
 - (iii) Application Reference: DC/19/02332 Date Registered: 05-Jun-19 Proposal & Location of Development: Outline Planning Application (All Matters Reserved) - Erection of a single storey dwelling with improved vehicular access from Church Road (including change use of land). Land Adjacent To Church Road, Battisford, IP14 2HQ, Outline planning permission has been refused (previously circulated)
 - (iv) Application Reference: DC/19/02332 Date Registered: 05-Jun-19 Proposal & Location of Development: Outline Planning Application (All Matters Reserved) - Erection of a single storey dwelling with improved vehicular access from Church Road (including change use of land). Land Adjacent to Church Road, Battisford, IP14 2HQ, Planning permission has been granted
 - (v) Application Reference: DC/19/00174 Date Registered: 29-Jan-19 Proposal & Location of Development: Application under Section 73 of the Town and Country Planning Act - Variation of Condition 3 (On Going Requirement Of Development: Time Restriction On Holiday Dwelling/s) of planning permission (0590/17) to allow for residential use on plot 1 and 4 Welhams Meadow, Church Road, Battisford, Suffolk Planning permission has been refused
 - (vi) Appeal Reference: APP/W3520/W/19/3235525 Appeal by Mr & Mrs B Cross Proposal: Planning Application - Erection of 1no. dwelling and creation of vehicular access Location: The Beeches, Straight Road, Battisford, Stowmarket Suffolk IP14 2LZ Appeal Start Date: 10/09/2019 (emailed 10/09/2019)

- (vii) APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) - DC/19/04228 Proposal: Application under Section 73 of the Town and Country Planning Act - Variation of Condition 2 (Approved Plans and Documents), Condition 3 (Provision of Access and Parking) and Condition 5 (Hedgerows) on planning permission DC/19/00942 Erection of 1No Dwelling (revised scheme to approved barn conversion under planning permission reference DC/18/03192) Location: Plantation House, Mill Road, Battisford, Stowmarket Suffolk IP14 2LR (emailed 11/09/2019)

- c) To discuss concern regarding the potential impact of an increase in building on the current water and sewerage infrastructure: (Cllr Nicolas will take this item).

8. MATTERS RELATING TO THE CEMETERY

- a) Cemetery seat: replacement costs (**PAPER D**)
- b) Rights of Exclusive Burial: report from clerk on current regulations. See BPC Cemetery Regulations and Conditions of Use at 11(d)
- c) Quotations for hedge trimming and cutback of undergrowth work at the Cemetery (on the night)

9. CHAIRS ITINERARY and REPORTS (on the night)

- a) Chairs report, to include SCC Highways meeting
- b) Councillors reports, to include:
 - (i) Cllr Nicholas to report on the defibrillator at the Cricket Club
 - (ii) Cllr Lambotte to report on Westcotec meeting (Speed indicator device)
 - (iii) Cllrs Lambotte and Wicking to report on Local Plan meeting

10. BPC COMMENT ON DISTRICT COUNCIL DRAFT LOCAL PLAN

- a) To discuss the comment from BPC on the Draft Joint Local Plan consultation (ends at 4pm on 30th September 2019)

11. REVIEW/ ADOPTION OF POLICIES, PROCEDURES AND REGULATIONS

- a) BPC Grants/ Donation Policy (**PAPER E**)
- b) BPC Internal Control Procedures (**PAPER F**)
- c) BPC Code of Conduct (**PAPER G**)
- d) BPC Cemetery Regulations and Conditions of Use (**PAPER H**)

12. BATTISFORD NEIGHBOURHOOD PLANNING GROUP (PAPER I)

- a) To review the current position and the way forward

13. BATTISFORD S106 FUNDS

- a) To discuss the application for S106 monies to purchase outdoor ping pong tables x 2

14. CLERKS REPORT (on the night)

- a) To receive the Clerks report and in particular:
 - (i) To note items actioned under delegated powers
 - (ii) Update on the purchase and deployment of the speed monitor
 - (iii) Update on the purchase of the wall mounted sign at the Village Hall
 - (iv) Update on the work at the playground: mound slide, pipe and pirates ship slide **(PAPER J)**
 - (v) Update on the provision of a car charging point at the Village Hall
 - (vi) Update on laptops for Parish Councillors
 - (vii) Update on District Council Extended Leadership Team **(PAPER K)**
 - (viii) Correspondence from a resident regarding crime prevention **(PAPER L)**

15. FINANCE/ AUTHORISATION OF PAYMENTS

a) Finance

- (i) Report on expenditure and bank account **(PAPERS AT M)**
- (ii) To approve the itemised expenditure/ invoices for payment and authorise signatories to sign the same **(PAPER N)**
- (iii) To approve recent invoices for payment and authorise signatories to sign the same

16. REQUESTS FOR DONATIONS, GRANTS, SUBSCRIPTIONS

- a) Request from Punch Bowl Inn **(PAPER O)** previously circulated

17. **APPOINTMENT OF BPC RESPONSIBLE FINANCIAL OFFICER** (on the night)

- a) To appoint an officer to be responsible for the financial administration of Battsford Parish Council, in accordance with Section 151 of the Local Government Act 1972.

18. **GDPR IMPLEMENTATION** (on the night)

A presentation by the clerk to include

- a) GDPR defined b) Security and GDPR c)The right of access d) Definition and examples of a breach e) Next steps

19. **EXCHANGE OF INFORMATION**

To exchange any relevant information at the discretion of the Chairman

