

Draft until signed

**Minutes of Battsford Annual Parish Council Meeting
Tuesday 17th May 2016 at 7.00pm, Battsford Village Hall, Straight Road, Battsford**

Present: C Knock (Chairman), B Rhodes (Vice Chairman), S Zethraeus (Councillor), C Skinner (Councillor), J Olley (Councillor), J Truelove (County Councillor), D Whybrow (District Councillor)

Attending: S Meech (Clerk), J Budd (Public), P Knock (Public/St Marys Church), A Burgeon (Public), Will Thomas (UCS/Business School Department Head), S Winter (BVHMC), A Card (BVHMC)

1. **Introductions**

Cllr Knock makes introductions

2. **Apologies**

Cllr Cleaver and Cllr Nicholas

3. **Will Thomas – University Campus Suffolk – Housing Needs Survey**

Cllr Knock explains why we have Will Thomas in attendance at the parish council meeting: to discuss how he can produce a report from the housing needs survey findings. Cllr Knock explains that there is evidence that the mix of houses in the parish of Battsford is not ideal with the vast majority being 4 to 5 bedroom homes and a very high percentage being owner/occupied and requests have been received for smaller houses within the village. Planners at MSDC however need documentation such as the housing needs survey to prove this need. Cllr Knock has liaised with Gill Cook (MSDC/Babergh) and been forwarded over a sample survey containing 61 questions which Cllr Knock and councillors reduced to 44 questions, however, after discussions with MSDC, SALC and Will Thomas they all advise that the full version is needed for best results.

Will Thomas advises that he has helped a number of villages in Suffolk through the housing needs survey and reporting process. He explains it is very important for the correct questions to be asked and although removing a whole section may not necessarily affect other questions it may limit how effective the analysis can be. For example, even if it is felt that financial information is not required this could assist in assessing affordability, challenges, affordability to live within the village and paying bills. Will Thomas will email Cllr Knock the 2014 housing survey for information.

Cllr Knock explains that the housing needs survey is the first step in a process and a report would need to be produced before it progressed to the planning stage. Will Thomas explains that the housing needs survey is to highlight need, not what is preference or desired and MSDC would have to have a good reason to allow planning outside of the village plan. Housing need surveys also highlight what is not needed.

Action – Extraordinary meeting to be arranged for Tuesday 7th June 2016 to discuss the housing needs survey and how to move forward.

7.35pm - S Winter and A Card enter the meeting to present a report from Battsford Village Hall Management Committee (BVHMC)

4. **Minutes of the last meeting held on 19th May 2015**

Minutes already signed off at meeting in June 2015

5. **Matters arising from the minutes**

No matters arising

6. **Parish Council Chairman's Report**

See Appendix 1 – **Action** – Cllr Knock to email over report to clerk

7. **County Councillor's Report**

See Appendix 2

8. **District Councillor's Report**

See Appendix 3

9. **Parishioners questions, suggestions and comments**

Battisford Village Hall Management Committee present report – see Appendix 4

P. Knock would like to thank Battisford Parish Council for their support. Cllr Whybrow thanks P. Knock and the church wardens for all the work that they do for St. Marys Church in Battisford.

Battisford & District Gardening Club are unable to attend but report attached – see Appendix 5

Cllr Skinner reports to Battisford Parish Council that Battisford and District Cricket Club is still thriving with over a 100 members from far and wide with currently three men's teams and 1 ladies team and many children. Some funding has been received and they have therefore been able to order roll-on covers, revamp nets and have a tidy up for visibility

A member of the public advises that he would like the agendas posted outside St. Marys Church, noticeboard is very dated and it is very difficult to place agendas on board – **Action** – Cllr Knock is to erect new noticeboard that has already been purchased

A member of the public raises issue that the road sign that has been erected showing Stowmarket Road in Battisford is very confusing and people assume it leads to Stowmarket although it does not. **Action** – Cllr Knock to liaise with highways to see why the sign has been erected and if it can be removed

S Winter highlights that someone has had a barbeque on the village green and burned a rather large area and then deposited the barbeque in the trees. Battisford Parish Council will check the signs as they should advise that no barbeques are allowed in the village green area.

Meeting closed at 8.30pm

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Present: C Knock (Chairman), B Rhodes (Vice Chairman), S Zethraeus (Councillor), C Skinner (Councillor), J Olley (Councillor), J Truelove (County Councillor), D Whybrow (District Councillor)

Attending: S Meech (Clerk), J Budd (Public)

1. Election of Chairman and Declaration of Office as Chairman

Cllr Truelove requested nominations for chairman. Cllr Zethraeus proposed Cllr Knock, this was seconded by Cllr Rhodes. Cllr Knock confirmed that he was willing to stand for chairman. The parish councillors all voted and there was a unanimous vote for Cllr Knock to remain chairman. Declaration of Office signed and dated by chairman and clerk.

2. Election of Vice-Chair

Cllr Truelove requested nominations for vice-chairman. Cllr Skinner proposed Cllr Rhodes, this was seconded by Cllr Olley. Cllr Rhodes confirmed that he is willing to stand for vice-chairman. The parish councillors all voted and there was a unanimous vote for Cllr Rhodes to remain as vice-chairman.

3. Declaration of Office – Vice Chair and Officers of the Parish Council

Declaration of Office signed and dated by vice-chair and clerk

4. Return of electoral expenses

No electoral expenses to be submitted

5. Apologies for absence

Cllr Cleaver & Cllr Nicholas

6. Declarations of Interest

None

7. Public Forum

No public in attendance

8. Minutes of meeting held on 5th April 2016 & 26th April 2016 (extraordinary meeting)

Both sets of minutes signed and dated as true and accurate copies

9. Matters arising from minutes

No matters raised from the minutes

10. County Councillors Report

Cllr Truelove advises that this is the same as her report for the APCM – see Appendix 2

11. District Councillors Report

See Appendix 6

12. Parish Council Chairman's Report

Nothing to report

13. Planning

- **Planning application received for consideration**

- i. 1746/16 – West View, Mill Road, Battsford IP14 2LT – Erection of a single storey rear extension – Consultee comments extended to 18th May 2016 – All councillors agree no comments to be made for this application.

Action – Clerk to advise MSDC of no comments from Battsford Parish Council

- ii. 1835/16 - 5 Bowl Road, Battsford, Stowmarket IP14 2LG - Erection of a single storey front extension including porch (Revision to planning approval 0029/16) – All councillors agree no comments to be made for this application. **Action** – Clerk to advise MSDC of no comments from Battsford Parish Council

- iii. 1611/16 - 1 Church Road, Battsford, IP14 2HQ - Remove cement render from gable end and replace with chalk/fibre lime render. Render with limewash – All councillors agree support of this application. **Action** – Clerk to advise MSDC of Battsford Parish Council's decision

- **Decision received from MSDC**

- i. 0732/16 - The Oldings, Hascot Hill, Battsford IP14 2HL - Demolition of existing storage building & associated outbuildings. Change of use of land for the stationing of 2 holiday lodges and construction of associated visitor car parking and cycle storage - Granted
- ii. 1634/16 - Foxes Tye, Straight Road, Battsford, IP14 2HD - Erection of porch to front elevation – Granted

14. Finance

- **Accounts review to date** – All councillors advised of end of year figures for audit and current bank account balances

- **Payments received** – None received

- **Payments to hand**

- i. SALC – Councillor Training (Cllr Cleaver) - £120.00 – All councillors agree payment – Cheque number 100876 written and signed
- ii. S Meech – Overtime and Expenses - £99.80 – All councillors agree payment – Cheque number 100877 written and signed

15. Annual Return

Annual return and account review for 15/16 reviewed by all councillors and final figures on annual return approved by all councillors. Clerk and chairman sign and date the annual return.

16. Financial Regulation Review

To be moved as an agenda item to the next parish council meeting

17. Standing order review

To be moved as an agenda item to the next parish council meeting

18. Risk assessment review

To be moved as an agenda item to the next parish council meeting

19. Asset register review

Laptop has been added to the register for the audit. All councillors agree no other changes to be made. **Action** – Clerk to add laptop to the insurance policy and change figure review before September 2016

20. Members interest – pecuniary and non-pecuniary

Clerk has checked the online forms and only councillor left to fill form out is Cllr Rhodes. Clerk advises Cllr Rhodes that he will receive an email from MSDC to complete and return for clerk to sign off showing his member interests.

21. Transparency Fund 2016/2017

To be moved as an agenda item to the next parish council meeting

22. Defibrillation machine/training/2nd phone box adoption

The defibrillation machine is to be given to Cllr Skinner for him to investigate the electrical installation in the phone box. The defibrillation training seminar is booked in for Tuesday 24th May 2016 at 7.30pm at Battsford Community Centre. Cllr Zethraeus and S Meech advise Battsford Parish Council that they are still waiting to hear back from BT as to whether the 2nd phone box in Battsford is able to be adopted.

23. Reply from highways regarding preschool safety precautions

Reply received from SCC - "Thank you for your report. We can now provide you with the following update from our highway technician: Unfortunately, we do not permit Highway mirrors as they can be a hazard to motorists due to glare from the sun and from vehicle headlights in low light. We have inspected this location in the past, and there are unfortunately no safety measures which we can implement at this time".

24. Barclif contribution

25. Correspondence

Cllr Truelove is going to arrange a meeting with highways and Cllr Scarff to discuss the erection of a no HGV sign at Deadmans Lane and Cllr Knock would like to also attend

26. Any other business for inclusion on the next agenda

- Housing needs survey – extraordinary meeting

27. Date and time of next meeting – Tuesday 28th June 2016 at 7.30pm

Cllr Zethraeus leaves the meeting at 9.32pm

Meeting closed at 9.37pm

Appendix 1

Battisford Parish Council Chairman's Report

Dated 17/05/16

By Chris Knock

Thanks go to my fellow parish councillors for the informed discussions we have, giving up their own time free of charge to help the local community. Sarah Meech joined us as our parish clerk a year ago, and our thanks go to her for all of the work she is carrying out on our behalf.

Thanks as well to David Wybrow as our district councillor, and to Julia Truelove, our county councillor. We feel well served by their regular attendance at our parish council meetings.

It is sad to record the passing of councillor Annie Hands, and we miss her and her ability to organise events which so added to village life. Our new councillor is Nicola Cleaver and she is already proving her worth – notably on sourcing the funding for new play equipment on the village green. So Battisford Parish Council has a full complement of seven councillors - supporting a multi-faceted community, with a large number of clubs, amenities, faith groups and social groups all adding up to give us a vibrant place in which to live.

During the last year we have reflected on the imbalance of the mix of housing stock in the village – anecdotally there seems to be too few small properties. If we wish to keep a healthy mix of the various age ranges and types of household groups in the village then we have been considering if there is a role for the parish council to explore ways to address this. Having consulted with Mid Suffolk District Council the first step is for us to find out the need, and so we are now investigating the conducting of a housing-needs survey in the village this summer. We will collate the results, and send them to an independent expert to write a report for us - and then hold an open meeting in the village to discuss the results.

The village green continues to be well maintained, and thanks go to Jonathan Pope for regularly inspecting the play equipment. We built twenty bird boxes for the village in February last year, and added another thirty this year – so there are now lots more boxes finding their way into our gardens.

The Punch Bowl Community Inn has now been open for over four years, and is being well supported by both locals and those from further afield. The inn has been run with a mixture of volunteer and paid staff, which has worked well. The past manager Hayden Bishop has moved on and Luke Rainbird has taken over as manager, with Emmanuel our chef now building a firm reputation.

The saga of gaining better broadband speeds in the village continues, and we are hopeful that this is the year something actually happens. Ben Skinner has been letting us see the detailed BT plans, and we look forward to better connectivity as soon as possible.

The challenge of the noise nuisance from the parrots housed behind Wonderlier on the Straight Road seems to now be resolving itself with the owner, Peter Hammond, now putting his house and buildings up for sale.

Highways have been carrying out more roadworks in the village, extending the storm drain from the Straight Road into Bowl Road, so the hope is that this work will now prevent the flooding of gardens which has occurred in the past.

Thanks to Julia Truelove's funding and some charity fund raising in the village before Christmas we hope to soon have a defibrillator in the village, mounted in the old phone box at the Tye end – a box we now own. Training will take place soon, and there are also plans to see if we can fund another one (or two).

All councillors have now been trained by SALC, and Sarah has attended training courses in her role as clerk, so we continue on the path of due diligence.

Parish council meetings are open meetings, and all parishioners are welcome at the nine meetings we hold each year. Meetings are six weeks apart, and are here in the village hall on Tuesday evenings at 7-30pm.

I commend this report for adoption by the meeting,

Chris Knock, Battisford Parish Council chairman.

ANNUAL REPORT 2016 BOSMERE DIVISION

County Councillor Julia Truelove

BUDGET SETTING

The revenue Budget 2016-2017 and the Capital Program for 2016-2019 are now in place. The level of savings being targeted over the next two years totals £73 million. Major issues which have to be addressed include the implementation of the single state pension from 2016, the cost of the new demand in adult care services due to the increasing complexity of care needs, and the new 'National Living Wage'.

Suffolk County Council's 2% increase in council tax is specifically to fund increased social care costs. The freeze on general council tax rates has been maintained.

DEVOLUTION PROPOSALS

Suffolk C.C. is part of devolution proposals covering Suffolk and Norfolk, then extended into Cambridgeshire and Cambridge city. The joint plan was subsequently rejected by Cambridgeshire and Cambridge. Another deadline in June has now been set for agreement to be reached.

Areas to be addressed include transport and infrastructure, flooding, utilities, digital, planning and development.

NEW MODEL OF POLICING LAUNCHED

From April 1st, key changes have taken place, among them staff reductions:

- Inspectors 4, Sergeants 6, Constables 16, Police staff 17, PCSOs 68
- Reorganisation of policing areas from 15 to 9
- Reduction in police bases from 33 to 18
- Roles and work of the operational teams to function within Safer Neighbourhood Teams

Amongst the benefits envisaged are those resulting from closer working with partners, a flexible workforce, and a focus on increased prevention. Planning is under way for further joint facilities in Stowmarket. The future role of Neighbourhood Watch teams has not been determined.

COUNTY COUNCIL DEBATES

Recent motions debated include those relating to the proposed cuts in the Fire Service, and the consequences of changes in Community Bus Transport. The proposed closure of the two remaining park and ride facilities has also been questioned. However, a consultation process is now under way with Ipswich Buses, so they might be saved.

ROAD CLOSURES

Road closures across the Division have caused much prolonged concern for road users over many months. Starting with Broadband works and swiftly followed by much needed improvements in Barking by Anglia Water have created overlong difficulties for drivers and public transport users. I have asked for more effective communication by S.C.C. with utilities and the public in order that projects are timed with better regard to the needs of all road users.

EDUCATION ISSUES

For the first time in several years, G.C.S.E., A level academic and vocational qualifications though still low, are above the national average, an increase of 2.08% from last year. The rise in the overall league tables out of 151 local authorities is from 125 up to 106.

LOCALITY BUDGET GRANT

Through my locality budget, I have been very pleased to award £2,000 to most of the Parish Councils in the Division for a defibrillator 'package'. Parish Councils have unanimously given their support and the practical help needed to achieve this measure. As there are still some Parish Councils who have yet to consider the provision, I have reserved locality budget funding to fulfil the need.

CONCLUSION

Finally, I wish to thank the Parish Council for their work on behalf of the community and for their help towards resolving issues in which I have become involved. An especial 'thank you', to Sarah Meech, Battsford Parish Clerk.

MID SUFFOLK – Highlights and Achievements for 2015/16

Financial/Organisational

- Devolution - Following weeks of negotiation between Government and local councils and LEPs a deal worth over £1bn for East Anglia was announced in the budget on the 16th March by George Osborne MP, Chancellor of the Exchequer. As part of the deal East Anglia would receive:
 - £900m (£30m a year for the next 30 years) to invest in infrastructure
 - £175m to invest in housing

The Deal, which sets out a fundamentally different relationship between Government and local public services, was negotiated by Leaders from councils across Suffolk, Norfolk, Cambridgeshire and Peterborough and the New Anglia and Greater Cambridgeshire and Greater Peterborough Local Enterprise Partnerships. However it is important to note, it's not a 'done deal' it requires ratification by each of the local councils and the LEP boards. The Deal requires the creation of a Combined Authority and directly elected Mayor and it is proposed that the first mayoral elections would be in May 2017 alongside county council elections.

- 2016/17 Council budgets see small Council Tax rises.
- Elections.
- The Council's Joint Strategic Plan is being refreshed following the election in May last year as the two new administrations wanted to review and update the strategies of the two Councils, in light of key local, regional and national factors that have changed since the Joint Strategic Plan (JSP) was developed in 2013/14. It will set out how the Councils aim to provide services to deliver positive, sustainable change in our individual and business communities over the next five years. A focused management review has been undertaken to ensure that we make the best use of our resources and direct them to the activities and interventions needed to secure delivery of our new Strategic Plan.
- Capital Investment Strategy – In July, both Council's approved a plan to invest the Councils' cash and capital resources to generate revenue income, achieve an increase in capital value in the longer term and stimulate local economic growth.

Housing

- New Homes - We have planning consent to build circa. 38 new council homes supported by Homes and Communities Agency grant funding. These are the first houses to be built in a generation and will be completed by the end of 2016/17.
- A revised tenancy agreement was approved for Mid Suffolk's Council tenants
- Decent Homes Standard - A targeted campaign has been launched to encourage landlords and homeowners to take up grants and loans to bring their homes up to the Decent Home

Standard, that were made available under the Housing Renewal Policy approved by both councils in February 2015.

- Empty Homes - The private sector housing team's work to return empty homes to occupation has now expanded to include empty commercial buildings.
- New Housing Allocations Policy adopted.
- Trusted Partner Pilot - Babergh and Mid Suffolk have been chosen by the Department for Work and Pensions (DWP) to participate in a Trusted Partner pilot scheme to identify tenants who may struggle to pay their rent, following the introduction of Universal Credit. The pilot will allow us to make appropriate recommendations for a payment of housing costs direct to the landlord, (known as an Alternative Payment Arrangement (APA)). The pilot will last between six and nine months and started in January 2016.

Help to Buy - Council tenants who want to buy their own homes are being urged to apply for £20k grants to help them onto the property ladder. Both councils were successful in apply for funding from the Government's £84m Right-To-Buy social Mobility Fund which was launched last year.

- Right to Buy - We are using our Right to Buy receipts to acquire 4 properties with a further 6 in the pipeline. A total of £1,580,495 of RTB receipts committed.
- Houses in Multiple Occupation - The Private Sector Housing Team has begun a programme of identifying and inspecting Houses in Multiple Occupation (HMO) across the two councils. A HMO is a property that is shared by three or more tenants who are not members of the same family.
- Sheltered Housing Review - It has been some five years since this service was last reviewed. People are living longer and we need to make sure that the service we offer meets the needs of residents now and in the future, whilst also providing value for money. As part of the review, we consulted residents to get their views on the service, what they like, what they don't like, what we could do better etc. We conducted 25 separate tenant involvement events with our Sheltered Residents at 22 different locations across the two districts.

Growth/Business

- CIL - In January both councils voted to adopt CIL (Community Infrastructure Levy) charging in the districts. Charging will start on 11th April meaning that any planning permission granted on or after this date may be liable to pay CIL. The Infrastructure Team will be providing further information over the coming months and at Parish Liaison meetings with further details on what CIL charging means for communities and how you can take advantage of the opportunities it presents.
- Neighbourhood Plan - 15 parishes across Babergh and Mid Suffolk have expressed interest in developing neighbourhood plans.
- Tourism Strategy - Suffolk Economic Portfolio Holders have agreed the Suffolk Tourism Strategy. The Strategy aims to support a county wide brand (Visit Suffolk) and support creating Destination Management Organisations.

- Business Awards - 3 Mid Suffolk and 1 Babergh business received awards at the EADT Business Awards on Thursday evening 9 July.
- MyGo Stowmarket was launched in December to engage and support young people to improve their skills and training opportunities.
- Schools Project - Mid Suffolk has provided funding for a Schools Project, which is aimed at adding value to the existing career programmes and work experience opportunities in our schools. The project will engage with year 8 (age 12) and provide support and evaluation through to work experience in year 10 (age 15).
- Food Enterprise Zones - Babergh and Mid Suffolk District Councils have each been awarded a grant to set up two new Food Enterprise Zones – one in Wherstead called the Orwell Food Enterprise Zone and the other at the Mill Lane Business Park in Stowmarket called the Gipping Food Enterprise Zone.
- Enterprise Zones - Last November the chancellor announced that Babergh and Mid Suffolk, together with the New Anglia Local Enterprise Partnership secured two of the Government's prestigious Enterprise Zones. One in Sproughton, and another one in Stowmarket.
- Joint Local Plan - We are seeking to develop a Joint Local Plan for Babergh and Mid Suffolk (both Councils currently have separate policies) and have briefed Councillors on our intended approach. We have started a detailed conversation with Councillors (the cluster meetings) on how the district wide housing targets may resonate at a local level. This includes a conversation about the impact of growth on infrastructure, facilities and the service improvement opportunities that arise. There will be an ongoing dialogue with Councillors as the plan progresses.

Planning - The Development Management team has changed and now forms three officer teams to serve specific areas within both Babergh and Mid Suffolk. The teams will over time establish improved local connections with the areas they cover with the support of their dedicated officers. A new fourth start up team has also been formed to ensure much faster registering and validation of applications and enquiries. This is the first step of a number of planned improvements for Development Management in the next year to ensure clear routes of communication for consultees, members, parish councils, residents and developers.

Communities

- The Women's Cycling Tour passed through the district on the 17th June.
- Crucial Crew was delivered with a number of partners at MEAL during 15 to 23 June. 32 Schools, 896 children took part in a number of scenarios to improve personal safety and promote responsible and safe behaviour.
- Joint Community Achievement Awards. We will be delivering a single event for both Mid Suffolk and Babergh Councils this year. This is due to be held on 21st April 2016 at Wherstead Park and will celebrate the achievements of 29 unsung heroes who have worked tirelessly to make a difference within our communities.
- Capital Grants are provided to the community to support village halls, community centres, sports clubs, community shops and events. In 2015/16 £141,224 was allocated across Mid

Suffolk. Against a total project cost of £1,178,811, our support of 12% grant allocation levered in a further 88% funding for our communities.

- Health and Housing Pilot - A key aspect of our contribution to improving health and wellbeing within our district is our collaborative approach with partners. With funding from Public Health, we are in the process of designing an innovative and unique new health and wellbeing offer to a sample of tenants in Hadleigh and Needham Market. The pilot project will provide different levels of support and a range of community-based health and wellbeing interventions that we expect will address the council's rent and council tax arrears, improve self-reported wellbeing and in addition, to contribute to reduced demand on local health and care services.

Environment & Environmental Health

- Improved Joint Working across the whole waste system in Suffolk with a joint project being developed across all Suffolk local authorities through the Suffolk Waste Partnership (SWP).
- New waste contracts - Babergh and Mid Suffolk councils undertook two successful tendering processes with the Suffolk Waste Partnership. One for the servicing of all of the recycling bring sites across the County, which was awarded to Indigo Waste Services Ltd (IWS), and one for all garden waste, awarded to Material Change based in Creting St Mary.
- The Open for Business project (OfB) will improve the experience of businesses working with the Councils' regulatory services by changing organisational culture; putting business customers' experiences at the heart of our ways of working and; ensuring businesses understand what their responsibilities are. A business account manager pilot has established a single point of contact to a business enquiry.
- Open for Business - Better Business Event. A successful business engagement event was held. The business facing services of the councils along with representatives of the New Anglia Growth Hub and chambers of commerce were available for businesses based in the Mid Suffolk area to talk to. This was intended to be the first of these events with a view to perhaps making future ones more sector-specific.
- Photovoltaic Panels (PV) have been installed across almost 2000 properties in Mid Suffolk and Babergh.
- Energy Efficiency - £6m helping businesses in Norfolk and Suffolk to become more energy efficient.

Healthier Catering Award - The Suffolk Healthier Catering Award 'Eat Out Eat Well (EOEW)' was launched. Catering businesses can apply for three levels of award, gold, silver and bronze. The gold award will generally require a member of the catering business staff to have a formal qualification in nutrition; training that the Food and Safety team at BMSDC are now offering. The motivation behind initiating this award in Suffolk is twofold. With obesity a significant problem, there was a mandate from the Health and Wellbeing Board with the public health driver clear. The award also gives catering food businesses an opportunity to differentiate themselves and potentially create a recognised additional ethical selling point whether to employees in the case of staff canteens or to the public if a café or restaurant.

Appendix 4

TO FOLLOW

DRAFT

Appendix 5

Battisford and District Gardening Club report to the Battisford Annual Parish Council Meeting Tuesday 17th May 2016

As we approach our 9th birthday the Gardening Club continues to be very successful with 83 members on record. Most members live in Combs and Battisford but we continue to get new members joining from outside the parishes. We regularly get 45-50 members attending our meetings, and the efforts of our committee are much appreciated by the membership.

Over the last 12 months we have had the usual mixture of trips, speakers, club bbq, meal and a quiz night and we also organised a talk by Jim Buttress, a TV gardening personality. This was held at Ringshall, as it is a bigger hall than Battisford, and was advertised around all the local gardening club and in the media and was well supported. Jim was our fourth "big name" speaker and we hope to do more in the future.

We have an arrangement with Great Finborough Gardening Club which provides members with wild bird seed at discounted prices. John Davey, the Great Finborough organiser, has been donating any profits from the scheme to local charities but this year gave £100 back to our Gardening Club. We used half of this to buy over 2,000 daffodils bulbs which were planted at 25 sites around Battisford, Combs, Little Finborough and Moats Tye, late last year, These have bloomed well this spring and will hopefully continue to do so for many years to come. The committee is looking at using the remainder of this money to benefit the Community Centre in some way.

We produce our own newsletter and copies are normally available in the Punchbowl for pub visitors to enjoy and we also have a website for the wider world to read.

Gardening Club members continue to tend the gardens at the Punchbowl Community Inn.

We are one of the few Gardening Clubs locally that organise a Show. This year will be our 9th, once again in conjunction with Combs Fete on Saturday 2nd July. Last year another new record number of entries were received and a spectacular attraction at the Fete was the result.

We hope for similar support this year from members, and other villagers

New members and guests are always welcome at any of our meetings which are normally held on the first Monday of the month.

Appendix 6

Report to Batisford Parish Council for Full Council Meeting on Tuesday 17th May 2016 from David Whybrow, Mid Suffolk District Council

1.0 Planning (since 5th April 2016 to date of report)

1.1 Validated -

1.1.1 West View, Mill Road, Batisford. IP14 2LT
Reference 1746/16

Erection of single storey rear extension (following demolition of existing conservatory)

Validated 12 Apr 16

Consultation expiry 24 May 16

Target Determination 07 Jun 16

1.1.2 5 Bowl Road, Batisford. IP14 2LG
Reference 1835/16

Erection of single storey front extension including porch (revision to planning approval 0029/16) Validated 14 Apr 16

Consultation expiry 30 May 16

Target Determination 09 Jun 16

1.1.3 1 Church Road, Batisford. IP14 2HQ
Reference 1611/16

Remove cement render from gable end and replace with chalk/ fibre lime render. Render with limewash Validated 16 Apr 16

Consultation expiry 18 May 16

Target Determination 11 Jun 16

1.2 Decisions –

1.2.1 The Oldings, Hascot Hill, Batisford IP14 2HL
Reference 0732/16

Demolition of existing storage building & associated outbuildings. Change of use of land for the stationing of 2 holiday lodges and construction of associated visitor car parking and cycle storage.

Validated 19 Feb 16

Consultation expiry 11 Apr 16

Target Determination 15 Apr 16

Decision 27 Apr 16

Decision – Grant

1.2.2 Foxes Tye, Straight Road, Battsford IP14 2HD
Reference 1634/16

Erection of porch to front elevation

Validated 16 Mar 16

Consultation expiry 12 Apr 16

Target Determination 11 May 16

Decision 11 May 16

Decision – Grant

1.3 Permitted Developments –

I'm not aware of any PD's within the parish during the reporting period.

2.0 Personnel changes following MSDC AGM on 28th April 2016

CLlr Nick Gowrley was confirmed as the new Leader for Mid Suffolk District Council. Nick previously worked for MSDC from 1988 until his retirement as Corporate Director in May 2012. He stood as Conservative candidate for the Stowmarket South Ward in the 2015 district council elections and after winning the seat he became Mid Suffolk's Deputy Leader and also Portfolio Holder for Housing. CLlr Glen Horn is now Deputy Leader and CLlr Elizabeth Gibson-Harries was elected as Chairman of the Council.

In addition to this, the following Portfolio Holders were also approved as follows -

CLlr Gerard Brewster – Business Growth and Increased Productivity

CLlr David Burn - Environment

CLlr Julie Flatman – Community Capacity Building and Engagement

CLlr Nick Gowrley – Assets and Investments

CLlr Glen Horn - Enabled and Efficient Organisation

CLlr John Levantis – Housing Delivery

CLlr John Whitehead – Finance

A new role of “Members with Special Responsibilities” was also created with appointments as follows -

CLlr Roy Barker - Waste

CLlr Diana Kearsley – Community Activities

CLlr Suzie Morley – Public Access

CLlr Jill Wilshaw – Landlord Function

I have been asked to carry out this role for “Planning”. In these roles we have no executive powers but are the lead member for the particular area of responsibility and point of contact for other

Members, officers and members of the public. Additionally, I will continue to sit on Development Control Cttee A and the Planning Referrals Cttee.

3.0 Consultation launched on draft development brief for land south of Union Road On 2nd May 2016 Mid Suffolk District Council commenced a consultation with local residents on a draft Development Brief for land in Stowmarket. For a period of four weeks both local residents and statutory consultees will have the opportunity to comment on the draft, which relates to some 13 hectares of land to the south of Union Road. The consultation closes at 5pm on Tuesday 31st May 2016.

The Stowmarket Area Action Plan (adopted in February 2013) identified the land to the south of Union Road as a location that is appropriate in principle for future additional housing development. In line with the requirements of the Area Action Plan, a development brief has to be produced for this site. The purpose of this is to show how the site should be developed in line with relevant planning policies as well as conform to the aspirations of the local community.

The site, which is being put forward for development by Hopkins Homes, has already been subject to initial consultation, run by the developer, in December 2015. The feedback they received from this was used to help inform the draft Development Brief document.

Further details can be found on the Council's website at:

www.midsuffolk.gov.uk/UnionRoadBrief

At the end of the consultation period the District Council will consider the comments received and take these into account before the brief is endorsed and subsequently used for the purposes of determining future planning applications.

I urge Combs PC to comment on this matter as it may set a precedent for other future potential developments contiguous to the existing Stowmarket conurbation but beyond its existing civil boundaries.

4.0 June 2016 Town & Parish Liaison meetings

Invitations and details of these events have been sent to Parish Clerks. These will be held on Thursday 9th June

Mid Suffolk District Council will be holding the next Town & Parish Liaison meetings on

Thursday 9th June 2016 at 10.00am and at 6.30pm in the Council Chamber, 131 high Street, Needham Market and I would like town or parish councils to send up to two representatives to this meeting. Clerks are welcome to attend. The main topics for the agenda will be broadly as follows:

- Self-Build Housing Schemes
- Sheltered Housing Scheme Consultation
- Supporting Growth within the districts, our community engagement events
- Community Infrastructure Levy
- Prevent – awareness

Places are restricted to a maximum of 35 attendees per session on a first come first served basis, so please book early. The session will last approximately two hours.

Please email Josephine.beever@babberghmidsuffolk.gov.uk to let her know who will attend and the capacity in which that person is attending i.e. Councillor, Chairman or Clerk also indicating which session they prefer.

5.0 Town and Parish Council Newsletter May 2016

I've appended the above to this report for your information. The principal matters covered in this Newsletter are as follows –

- Our Joint Strategic Plan – a Refresh for 2016-20
- June Town & Parish Liaison Meetings Confirmed (see above)
- Charlie Adan to take up new post at Kingston upon Thames
- Developer Contributions Update (CIL and S106) Engagement Events coming soon
- Community Heroes Recognised at Awards Evening
- Tourism Development in Mid Suffolk and Babergh
- Councils on the Lookout for Fraud 6 Composting Offer now available
- Mid Suffolk announces its Leader & Portfolio Holders
- Consultation Launched on Union Road Development Brief
- New Tenants Pick up their Keys

6.0 Planning pre-application non-appointment advice service extended

From Monday 16 May Development Management will be introducing extra mornings to its duty pre-application advice service. Members of the public and developers will be able to drop-in on Monday, Thursday and Friday mornings at both our Needham and Hadleigh offices. Appointments for pre-application advice remain available Monday to Thursday afternoons. Heritage will still be operating one morning a week at each office for Tuesday and Wednesdays.

Development Management is also introducing new email and contact details for the area teams and these will be advertised soon. It is anticipated that overall these changes will improve the service and increase availability.

Contact details

John Pateman-Gee, Senior Development Management Planning Officer – Key Growth Projects

Tel: 01449 724535

Email: John.Pateman-Gee@babberghmidsuffolk.gov.uk

7.0 Parish Boundary Review 2009 and Council Tax collection.

The potential error in Council Tax invoicing and appropriation post the 2009 civic boundary changes is yet to be adequately resolved. I am continuing a dialogue with the Revenue Team.

8.0 Conclusion

I trust the forgoing is informative and relevant.

Finally, if there are specific matters that you would like me to investigate or report on – just ask.

Contacts details as follows:

david.whybrow@midsuffolk.gov.uk

david@dswwhybrow.com

07799 068 926

Or visit me at The Old Rectory, Stowmarket Road, Ringshall. IP14 2HZ

Appendices

- MSDC Town and Parish Newsletter May 2016

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