

**Minutes of Combs Parish Council Meeting  
Monday 12 October 2020 at 7.30pm, via Zoom remote meetings**

(DRAFT UNTIL SIGNED)

**Present:** S Scarff (Chairman); T Chaplin (Councillor); I Walker (Councillor); D Thorpe (Councillor); J Matthissen (District Councillor)(joined 8:10, left at 8:30); T Bamber (Clerk).

**Attending:** three members of the public in respect of item 9 (a) (i)

**1. Apologies for absence**

V Whitehead (Councillor); K Oakes (County Councillor)

**2. Declarations of interest**

The Chairman in respect of 9(a) (i); Cllr T Chaplin in respect of 10(c)(iii).

**3. Public Forum**

Those members of public present were interested in item 9a)(i).

**4. Minutes of meeting held on Monday 14 September 2020**

Minutes for 14 September 2020 were reviewed and were to be signed as a true and accurate copy of the meeting by the Chairman.

**Action:** Clerk to arrange signature

**5. Matters arising from the minutes**

In response to a question in respect of the collapsed manhole cover in the churchyard, the clerk confirmed that he had had spoken with a representative of the church committee and further details were now awaited.

**6. County Councillor's Report**

Cllr Oakes had apologised but had sent her report (appendix i), which had been circulated in advance of the meeting. The clerk reported that a resident had enquired if it might be possible, in the interest of safety, for the junction of Tannery Road/Poplar Hill/Park Road to be changed from 'give way' to 'Stop' for traffic arriving from the Tannery. It was agreed that this question be passed to Cllr Oakes.

**Action:** Clerk to forward enquiry to Cllr Oakes.

**7. District Councillor's Report**

District Cllr. Matthissen arrived later but his contribution is minuted here for consistency. He referred the councillors to his report (appendix ii), which had been circulated in advance of the meeting. In response to a question regarding the planning process, he explained that a 'strong case' for taking an application to the committee might involve controversy or particular points of planning regulations.

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

Nothing to report that is not mentioned elsewhere. The chairman took the opportunity to thank Cllr Chaplin for her excellent work in producing the latest newsletter.



## 9. Planning

### a. Applications received for consideration:

*At this point the chairman left the meeting and Cllr Walker stepped in as chair.*

- i. DC/20/03756 – Land Adjacent to Bildeston Road – *Office and visitor facilities, the Vineyard*

Following discussion it was agreed by a majority that the council support this application but that the planning officer be asked to take account of the recommendations by Highways and Heritage

*The chairman then rejoined the meeting*

- ii. DC/20/04100 – Home Barn, Park Road - Erection of veranda, patio and other modifications.

All councillors agreed to support this application.

**Action: Clerk to post Councillors' views on planning website**

### b. Decisions received from MSDC:

- i. DC/20/02988 – Land to the East of Tannery Road – *Application for lawful development certificate - Granted. Noted*

## 10. Finance

- a. **Accounts review to date** – Current Account balance as of 26 September 2020 was £24,194.29 and the savings account balance as of 30 September 2020 was £1,920.79 .

The budget analysis and financial summary were reviewed and accepted.

### b. Payments received

- |  |            |
|--|------------|
| i. Precept 2 <sup>nd</sup> Instalment        | £4,500.00  |
| ii. Burial fees P.Easton; B Field & C Dineen | £ 1,110.00 |
| iii. Inscription fees C Dineen & D Champion  | £ 350.00   |

### c. Payments to hand

- i. EON Electricity for streetlights (direct debit) -£ 73.93). Approved by all councillors (*Parish Councils Act 1957, S.3; Highways Act 1980 S.301*)
- ii. Business Services at CAS Ltd – insurance -- £260.68. Payment was AGREED by all councillors. Cheque number 22237 was written, and the clerk will arrange for it to be signed. (*Local Government Act 1972, s 142*.)
- iii. T Chaplin – newsletter printing - £61.44. Payment was AGREED by all councillors. Cheque number 22238 was written, and the clerk will arrange for it to be signed. (*Local Government Act 1972, s 111*).
- iv. J Crooks – Posts for Litter Pick - £29.00. No-one could remember this and the clerk was asked to clarify. The chairman was authorised to approve payment as appropriate to avoid waiting a further month.

**Action: Clerk to arrange signatures and send (iv once clarified)**



#### **11. One Suffolk Website renewal**

It was AGREED to renew the web hosting subscription at a cost of £42.00. As the business no longer accepts cheques councillors authorised the clerk to pay using his credit card, to be reimbursed under expenses next month.

**Action: Clerk to arrange payment**

#### **12. Cycle Paths**

The Chairman reported he had no update yet.

#### **13. Newsletter**

The chairman noted that people were clearly reading the newsletter as three people had so far responded to the news of casual vacancies in the council.

#### **14. Traffic speed Moats Tye and missing sign**

In the absence of Cllr Oakes this was deferred.

#### **15. Coronavirus Response**

The chairman reported that he had been awaiting the latest news (just published) regarding lockdown rules and would be printing new posters.

#### **16. GDPR – draft procedures**

Draft procedures for dealing with (a) Subject Access Requests and (b) Data Breaches had been circulated and it was AGREED that these be adopted as council policies.

**Action: Clerk to publish on website and file for benefit of auditor**

#### **17. Correspondence**

- The clerk reported that a resident had enquired if it might be possible, in the interest of safety, for the junction of Tannery Road/Poplar Hill/Park Road to be changed from 'give way' to 'Stop' for traffic arriving from the Tannery. It was agreed that this question be passed to Cllr Oakes.


**Action: Clerk to forward enquiry to Cllr Oakes**

- OAK MEADOW: the clerk reported that he had received an enquiry from the Oaks Meadow committee, asking if it may be possible to include under the council's insurance liability cover for working parties engaged in clearing the meadow. Unfortunately this was not possible but the councillors AGREED that they would look to help with the cost of such insurance.

**Action: Clerk to contact Oaks Meadow committee**

- Cllr Walker proposed that a draft form be created for completion in respect of possible projects that may benefit from CIL funds and this was agreed. It was noted that the Council should ensure any expenditure was clearly permitted under the CIL rules. To this end the Clerk will clarify any such spending with the infrastructure team, including the cost of Oaks Meadow insurance mentioned above.

**Action: Clerk to ensure any expenditure complies with CIL rules.**



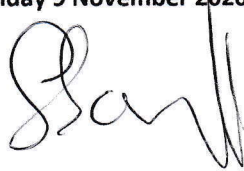


## 18. Any Other Business

- Councillor vacancies: the clerk has posted the formal notices on the boards and will respond to those who showed interest explaining the process. Cllr Walker will review the documents he received on his new councillor course to see if there is anything that could be helpful for putative new councillors.
- One Life Suffolk NHS health checks: Cllr Chaplin reported that the Cricket Club should be available for this. The councillor will ascertain costings and the clerk will speak with the organisers.  
Action: Cllr Chaplin to verify rental cost and clerk to ascertain requirements from One Life Suffolk.
- Quiet Lanes: it was noted that, if a lane is to be nominated in the area, it would need a 'champion'. To be considered at the next meeting.
- The council authorised the clerk to book a place watching a recording of a cemetery management webinar (cost £40).

## 19. Date and time of next meeting – Monday 9 November 2020 at 7.30pm

The Meeting closed at 9.17 pm

A handwritten signature in black ink, appearing to be 'S. Walker', is written over the text 'The Meeting closed at 9.17 pm'.

# October 2020 Monthly Parish Newsletter

Visit [suffolk.gov.uk/coronavirus](https://suffolk.gov.uk/coronavirus) for health advice, service changes, business support and schools' guidance.

Keep up to date on the latest guidance on Covid-19 from central government here: [www.gov.uk/coronavirus](https://www.gov.uk/coronavirus)

## Council announces £300,000 for electric vehicle charging points in rural Suffolk

100 fast charging points for electric vehicles will be installed in rural parts of the county by Suffolk County Council.

The council will be reaching out to interested parish and town councils and non-profit organisations to put in fast chargers where there are currently none. The funding will cover the installation and set-up costs, meaning very little expense for the hosts and possibly creating a source of income for them.

This project is the first to benefit from the council's Suffolk 2020 Fund, which was announced earlier this year. This is a £3m fund for the council's own projects to bid into. Projects must help address the council's climate emergency declaration and must improve Suffolk for all residents in years to come.

The £300,000 award will link into the council's existing Plug In Suffolk project, which was launched in February 2019. It is the UK's first 'fully open' public fast charging network for electric vehicles, meaning drivers simply pay by contactless payment with no need to register their details.

For further information on Plug In Suffolk or to apply to join the network, visit [www.greensuffolk.org/plug-in-suffolk](https://www.greensuffolk.org/plug-in-suffolk)

## Plotting the road to COVID recovery – Leaders agree £3.4 million investment in Suffolk's future

On 25 September, Suffolk's public sector leaders met to agree collective action as part of Suffolk's recovery from COVID-19 over the coming months.

To kickstart the process, the group agreed in principle to a significant investment of £3.4 million towards key priorities to support Suffolk's communities and businesses, addressing some of the challenges people currently face, including isolation, hardship, exploitation and the uncertainty of the economy.

As part of the first phase of supporting Suffolk's recovery, the following funding was agreed to support some of Suffolk's immediate areas of focus:

- **Driving inclusive economic growth** – investing in recovery (visitor economy/local investment) and the Suffolk Growth Partnership - £1,302,500m (over three years).



- **Supporting the most vulnerable** – hardship funding - £800,000.
- **Community safety** – tackling gangs and county lines – £1,352,202m (over three years).

## County Council unable to support plans for Sizewell C

Suffolk County Council has stated it cannot support EDF Energy's plans for Sizewell C in its current form.

A report, and accompanying supporting documents, discussed at the Cabinet meeting on 22 September, focussed on significant concerns regarding transport impacts, site design, and the environmental impact on the Suffolk coast which remain unanswered by EDF Energy. Details of the council's position will be shared as Relevant Representations with the Government's Planning Inspectorate, which is overseeing the process for this proposed development.

It is very clear from the Council's representations that the current proposals do not sufficiently avoid, minimise, mitigate or compensate impacts of the proposed development. Many issues raised in previous rounds of consultations remain outstanding, and the lack of improvement and progress regarding many of these issues is very disappointing considering how early in the development process the council raised its concerns. The Relevant Representation document fully details the council's proposed position and lists the areas where it believes EDF Energy needs to undertake further work.

Suffolk County Council has always supported the principle of a new nuclear power station at Sizewell and recognises that Sizewell C would offer an important contribution to the national energy strategy. The council would also welcome the benefits of new jobs and skills. However, it cannot support the current proposals presented by EDF Energy as they stand today.

The council does not support EDF Energy's proposed transport strategy as it remains predominantly lorry-based and, in the council's view, is unsustainable. The authority strongly believes that an increased proportion of rail and sea transport is reasonably achievable and, in its current form, the transport impacts on Suffolk's highway network are unacceptable.

The Relevant Representation document published goes into greater detail on other areas of concern, including:

- Proposals to have additional pylons on site.
- Ecological damage.
- Suitable mitigation to protect local wildlife species.
- Appropriate levels of funding for mitigation measures and compensation to support the impact on the local community and related infrastructure.

## Successful £4.4m adaptive street lighting project celebrates first year

On 17 September, Suffolk celebrated a successful first year of its £4.4m Live Labs project – 'A Smarter Suffolk'.

Suffolk's Live Lab project is part of the ADEPT SMART Places Live Labs Programme - a £22.9m project funded by the Department for Transport. Suffolk was one of nine local authorities to successfully bid for funding.

The main aim of Suffolk's Live Lab is to use its existing street lighting infrastructure to provide a showcase of innovative technologies that bring efficiencies to Suffolk County Council now, and potentially to other local authorities in future.

Benefits from these technologies are set to revolutionise the way services are delivered by local authorities through the collection of data from sensors placed on street lighting columns throughout the county. As well as working with the University of Suffolk and BT, Suffolk has spent the last year



negotiating with potential providers of a wide range of such sensors so that they can be deployed in different environmental conditions - namely urban, rural and coastal locations.

The project will enable local authorities to monitor aspects such as weather, air quality, road surface temperatures, and traffic volumes, as well as create on-street electric vehicle charging and support the deployment of 5G infrastructure by the mobile network operators.

So far, Suffolk has installed 43 sensors, with plans to install hundreds more over the coming months.

The data being gathered can help to provide a picture of road use. This will be particularly valuable in areas where COVID-19 related initiatives such as cycle lanes have been implemented, as data for before and after implementation can be analysed. The original two-year timescale for the Suffolk Live Labs project was recently extended by six months to account for the impact of COVID-19. This allows a greater time period to analyse incoming data from the deployed sensors.

### **Window now open to apply for primary and secondary school places**

Parents and carers can now apply for primary and secondary school places for September 2021.

The deadline for applications to secure a place at a Suffolk secondary school is Saturday 31 October 2020 and for primary schools it is Friday 15 January 2021. Secondary schools include high and upper schools and primary schools include infant, junior and middle schools. All applications received by these dates are processed at the same time, using the schools' oversubscription criteria to prioritise applications where necessary. Late applications are processed after all of those received on time.

Last year, Suffolk County Council received just over 16,000 applications from parents and carers indicating at which school they would prefer their child to be educated from September 2020. Nearly 93% of applicants received offers for their first preference school and almost 98% of applicants received an offer for one of their top three preferred schools.

Before making a school application, parents and carers need to consider how they will get their child to and from school. School Travel eligibility is based on a child attending the nearest suitable school that would have had a place available. This might not be the catchment area school. To find out more about SCC's school travel policy please visit [suffolkonboard.com/schooltravel](https://suffolkonboard.com/schooltravel).

### **Suffolk County Council welcomes public consultation on improving rail capacity at Ely**

Suffolk County Council supports Network Rail's proposal to unlock rail capacity at Ely for passenger and freight services.

Achieving an hourly Ipswich to Peterborough passenger rail service and enabling more freight to travel by rail has moved a step closer with the announcement that Network Rail will be seeking the public's views on a proposed scheme that will unlock rail congestion at Ely Station.

The railway track through Ely Station forms part of a key rail corridor for passenger services running from Suffolk to Peterborough, the Midlands and the North. It also forms part of the Freight Rail Network that links freight rail services from the Port of Felixstowe to the Midlands and to the North of England.

Network Rail will be gathering views from members of the public by hosting a series of online events. The results of the consultation will then be used to develop a business case for investing in rail infrastructure that will unlock the congested area at Ely Station.

### **Have your say on a new political map for Suffolk County Council**

New boundaries are being proposed for council divisions in Suffolk County Council.

The Local Government Boundary Commission wants to hear what residents and local organisations think about the proposals. A 10-week consultation on the proposals will run until 23 November 2020.

The Boundary Commission is the independent body that draws these boundaries. It is reviewing Suffolk County Council to make sure councillors will represent about the same number of electors, and that division arrangements will help the council work effectively.

The Commission has published proposals for changes to Suffolk County Council. It is proposing that there should be 70 councillors in future: five fewer than now. The recommendations also outline how those councillors should represent 70 single-councillor divisions across the county. The boundaries of all existing divisions should change except for one.

**Launching the consultation Professor Colin Mellors, Chair of the Boundary Commission, said:**

"We have drawn up proposals for new divisions in Suffolk County Council. We want to make sure these new electoral arrangements reflect communities. We also want them to be easy to understand and convenient for local people.

"Residents and local organisations can help us do that. We would like them to let us know whether they agree with our proposals before we take final decisions.

"It's easy to get involved. Go to our website. Or you can e-mail or write to us.

"Just tell us what you think and give us some details why you think that. It's really simple, so do get involved"

The Commission has a dedicated section on its website where people can see the detail of the proposals and comment on the names of divisions, their boundaries and the number of councillors per division: <https://consultation.lgbce.org.uk/node/18495>

People can also give their views by e-mail at [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk), and by post to:

The Review Officer for Suffolk County Council  
GBCE c/o Cleardata  
Innovation House  
Coniston Court  
Riverside Business Park  
Blyth  
NE24 4RP



## Appendix ii – District Councillor's Report

### District Councillor Report for Onehouse ward – October 2020

Annual Council meeting	<p>The annual meeting was held virtually on 24th September. Barry Humphreys was elected as Chairman and Paul Ekpenyong as Vice Chair. The Committees and Chairs were all decided by the Chair's casting vote to elect all the chairs and vice chairs from the Conservative and Independent Group, except for Overview and Scrutiny which is traditionally chaired by an opposition member and will continue to be chaired by Keith Welham, with Keith Scarff as vice chair.</p>
Government consultations on planning	<p><i>Changes to the current planning system</i> is about changes to planning policy and regulation including :</p> <ul style="list-style-type: none"> <li>• how the housing numbers for each local government area are calculated (which would be upwards for Mid Suffolk).</li> <li>• changing the threshold of homes (from 10 to 40) on a development before which affordable homes must be built.</li> <li>• The Council's quite critical response to this consultation was discussed at the September Council meeting, following which the response has been amended by the Corporate Director in consultation with the portfolio holder for planning and the opposition spokesperson for planning, and has now been submitted.</li> </ul> <p><i>Planning for the future</i> is a White Paper that proposes major reforms to the planning system. These include</p> <ul style="list-style-type: none"> <li>• reducing the timeframe in which a Local Plans must be created to a maximum of 30 months;</li> <li>• dividing land into zones for development, renewal (brownfield) and protect (green belt, national parks etc)</li> <li>• automatically granting outline planning permissions within the development and renewal zones.</li> <li>• Planning Committees at a district council would therefore only consider design and not the principle of development.</li> <li>• The White Paper also considers greater digitalisation, a different system for developer levies and a fast-track system for "beautiful buildings".</li> </ul> <p>The consultation closes on 29<sup>th</sup> October and the Mid Suffolk response to this will be discussed by a cross-party working group of members before being submitted.</p>
Public Realm	<p>A Joint Cabinet meeting was held in September to discuss the findings of a review of the management of the public realm service. The review occurred because Babergh's contract with an outside operator is due to end in October 2021. Mid Suffolk Cabinet decided to continue with an in-house team and Babergh Cabinet decided to be part of the same arrangement. The Public Realm service for both districts will now be managed by the same in-house team.</p>
Homelessness	<p>Babergh and Mid Suffolk Councils have been awarded a grant of £100,000 to help cover the cost of temporary accommodation for homeless people over the winter. In Mid Suffolk there are few (possibly only 2) people now sleeping rough but pre-Covid many others had been sofa-surfing or staying with elderly relatives. In order to protect</p>

	vulnerable people, some of these people became homeless and have been accommodated in hotels. This will need to continue for some months at least.
Stowmarket Leisure Centre/ High School site	Officers are working together with representatives from Stowmarket High School to develop the school and leisure centre site to improve leisure facilities. Stakeholders from local sports clubs will be consulted in order to fully assess what is needed.
Gateway 14	A public consultation on proposals for Gateway 14, which now includes land up to A14, was launched on Monday 14 <sup>th</sup> September and continues until 31 <sup>st</sup> October – to comment or just to see the scale of the development, go to <a href="http://www.G14yoursay.co.uk">www.G14yoursay.co.uk</a>
Planning Applications	There are now a very large number of small, medium and large applications, affecting all 6 villages in the ward, awaiting decision DC/20/01110 Union Road will go to committee, but unlikely to be before Christmas. Under Covid delegation arrangements, most of the others will be decided by officers, and I will need a strong case for taking an application to committee.

Councillor John Matthissen

[councillor@matthissen.net](mailto:councillor@matthissen.net)

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