

**Minutes of Combs Parish Council Meeting**  
**Monday 12 July 2021 at 7.30pm, Battisford Village Hall, Straight Road, Battisford**

(DRAFT UNTIL SIGNED)

**Present:** S Scarff (Chairman); I Walker (Vice Chairman); S Ottewell (councillor); T Betchley (councillor); T Kitson (councillor); K Oakes (County Councillor); J Matthissen (District Councillor) (joined at 9:00); T Bamber (Clerk).

**Attending:** 3 members of the public

**1. Apologies for absence**

V Whitehead (Councillor) (by prior agreement); T Chaplin (Councillor) (by prior agreement);

**2. Declarations of interest/ lobbying**

Cllr Scarff in respect of item 17 – non-pecuniary;  
Cllr Walker in respect of item 14 – non-pecuniary;  
Cllr Betchley in respect of item 17 – non-pecuniary  
Cllr Ottewell in respect of item 10 (c) (iv) – pecuniary

**3. Public Forum**

Two members of public present were there simply to observe and Ms D Shelley was present to discuss item 17 – the Oaks Meadow Project.

**4. Minutes of meeting held on Monday 14 June 2021**

Minutes for 14 June 2021 were reviewed and it was agreed that they were to be signed as a true and accurate copy of the meeting by the Chairman.

**5. Matters arising from the minutes**

Cllr Kitson reported that he had canvassed local residents on the possibility of an additional notice board at the beginning of Webbs Close. The level of interest was low and some people were against the idea. It was agreed that no further action be taken.

**6. County Councillor's Report**

The County Councillor's annual report had been circulated and is attached as appendix 1.

Cllr Oakes had managed to arrange a visit from the highways engineer to Webbs Close. Cllrs Oakes and Kitson intervened after an initial altercation involving a resident and facilitated a positive outcome which is reported under item 13.

**7. District Councillor's Report**

District Cllr. Matthissen had not yet arrived as he had other parish councils' meetings to attend first. The councillor's report (attached here as appendix 2) had been circulated and noted by councillors. Upon his later arrival he confirmed he would send details of locality grants to the clerk.

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

No matters not raised elsewhere



## 9. Planning

### a. Applications received for consideration:

- i. **DC/21/03376 – Wilburs View, Tannery Rd, – Erection of single storey extension**

Councillors did not object to this application but wished to emphasise their support for the comments made by the Highways Department.

- ii. **DC/21/03388 – 12 Model Farm – Removal of internal walls - application for listed building consent**

Councillors agreed to support this application.

- iii. **DC/21/03190 – Corner Cottage, Jack's Lane – Erection of a summerhouse**

Councillors agreed to support this application

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

### b. Decisions received from MSDC

- i. **DC/21/02688 – Windy Ridge, Park Road – Works to trees – *Granted*. Noted**

It was noted that an amended application in respect of DC/21/03107 – land adjacent to 2 Oaks Thatch (erection of two dwellings) had been received too late to be included in the agenda and so it could not be discussed formally this evening. The clerk has requested an extension of the deadline (currently 26 July) to beyond the next meeting but as that will not be until September there is a risk that the request will not be granted and so an extraordinary meeting may have to be called.

## 10. Finance

- a. **Accounts review to date** – Current Account balance as of 2 July 2021 was £46,626.43 and the savings account balance was £1,922.71.

The Budget analysis and financial summary were reviewed and accepted. The clerk confirmed that the Section 137 expenditure had been zero so far this year.

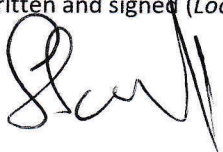
The clerk explained that while CIL payments were not part of the conventional budget they were recorded in the analysis report in the interests of transparency. A consequence of this was that the budget algorithm compared these payments to budgeted amounts and automatically categorised them in red as overexpenditure. Councillors considered that this was unhelpful and the clerk will amend the spreadsheet.

### b. Payments received

- i. Burial Ground income      £2,380.00

### c. Payments to hand

- i. EON Electricity for streetlights (direct debit) -£ 76.39). Approved by all councillors (*Parish Councils Act 1957, S.3; Highways Act 1980 S.301*).
- ii. Community Action Suffolk (insurance increase) £6.23 Approved by all councillors .Cheque number 22266 was written and signed (*Local Government Act 1972 s 142*).



- iii. D Bellamy (Bus shelter labour) £450.00. Approved by all councillors .Cheque number 22265 was written and signed (*local Government (Miscellaneous Provisions) Act 1953 s 4*).
- iv. S Ottewell (newsletter printing). Approved by all councillors. Cheque number 22267 was written and signed (*Local Government Act 1972 s 111*).
- v. D Windle (cemetery/churchyard cutting). Approved by all councillors. Cheque number 22268 was written and signed (*Local Government Act 1972 s 214(2)*).

**Action: Clerk to send cheques**

## **11. Training**

The clerk reported that currently SALC had no plans to provide face to face new councillor training sessions: on line is the only option at present. The 'new' councillors all agreed to wait for conventional courses to restart before participating. The clerk will monitor the available courses.

Cllr Betchley is booked on a SALC course: "Developing a two way conversation with your community". It is to be hoped that SALC will make recordings of this webinar available afterwards as other councillors would have liked to attend had the timing suited.

**Action: Clerk to organise training as appropriate.**

## **12. Newsletter**

Councillors congratulated Cllr Ottewell on an excellent newsletter – her first – and she expressed gratitude for the help given to her by Cllr Chaplin, who is currently on leave of absence. Cllr Ottewell asked councillors to let her know how many newsletters each had used, and also confirmed that she would send the clerk a pdf version for inclusion on the web site.

## **13. Webbs Close Pavement Deterioration**

Cllr Kitson reported that the meeting with the highways engineer organised by Cllr Oakes had ultimately been successful. The outcome was that the pavements would be assessed with a view to reinforcement so that commercial vehicles, forced to drive over it because of (legally) parked cars, would not cause damage. Councillors were grateful to Cllr Oakes for her assistance in this.

## **14. PIIP (Infrastructure Plan) including Bells Project**

1) Cllr Walker reported that he and his committee were working through their draft plan, identifying and categorizing village needs and ambitions. It was pleasing to have seen several very helpful responses to the request for ideas that had been included in the newsletter. The clerk was asked to write thanking those who had contributed ideas.

2) Church Bells Project: Councillors had seen and considered the CIL funds application form submitted by Combs Parochial Church Council, requesting £5,000. Cllr Walker noted that payment would be permissible, the clerk having received confirmation from SALC, and proposed payment of £5,000. This was seconded by Cllr Betchley and all councillors AGREED to payment out of CIL funds. Cheque number 22269 was written and signed (*Local Government Act 1972 s 145*).

**Action: Clerk to thank residents who wrote in.  
Clerk to send cheque**

A handwritten signature in black ink, appearing to be 'J. Walker', is written over the 'Clerk to send cheque' text.



## 15. Parish Walks

Cllr Kitson provided an update, and he and Cllr Ottewell are hoping to make use of the forecast good weather in order to take good photographs of the paths. The council is now registered with the Ordnance Survey, and as a consequence the council will now be able to copy their maps, provided due credit is given to the source.

One of the footpaths by the Tannery has become overgrown. It was noted that this is a permissive path on land owned by the Tannery and the clerk was instructed to ask if the owner might be able to help as this is a very attractive path.

**Action:** *Clerk to contact James Portway.*

## 16. Cycle Paths

The Chairman reported he had no update yet.

## 17. Oaks Meadow

Ms Desiree Shelley, chair of trustees of the Oaks Meadow project, provided a summary of the current state of the project. Contrary to earlier advice, no funds were yet in place for the cost of the entrance gates and their installation.

Councillors had previously received and reviewed CIL application form and Cllr Ottewell proposed that the Council grant the project £4,000. The proposal was seconded by Cllr Kitson and all councillors AGREED to payment out of CIL funds. Cheque number 22270 was written and signed (Public Health Act 1875 s 164).

**Action:** *Clerk to send cheque*

## 18. Community Events (Fete)

The clerk had circulated a request from the fete committee regarding future cost of insurance. Councillors were not prepared to agree to the suggestion that a percentage of future precept receipts be pledged toward this but instructed the clerk to respond assuring the committee that they would always try to look sympathetically at specific requests for assistance.

**Action:** *Clerk to respond to fete committee*

## 19. Quiet Lanes

The clerk had circulated an email from Battisford Parish Council explaining that they had commenced action to designate Burnt House Lane as a quiet lane. As part of the lane is in the parish of Combs they were giving the parish council the opportunity to work with them.

There was a sense of disappointment that the matter was near to completion before involving Combs and several councillors expressed the view that they were not entirely convinced quiet lanes are a good idea.

It was noted that the only Combs residents living on the lane had already been approached by Battisford Parish Council, and that they had supported the idea. Accordingly, in the interests of good neighbourliness, councillors agreed to support the initiative.

**Action:** *Clerk to respond to Battisford Parish Council*  
*Clerk to put necessary notice on website and notice boards*



## **20. Cemetery**

A grave near the cemetery lane is still considerably higher than surrounding ground over a year after the burial. The chairman will ask Mr Thorpe if might be able to help level this.

## **21. Festival of Suffolk**

The chairman has received a letter from the Lord Lieutenant of Suffolk inviting parish councils to participate in next year's festival of Suffolk, due to run from May to October 2022. Further thought will be given to this.

## **22. Queen's Platinum Jubilee**

The clerk had circulated a message from SALC regarding the Queen's jubilee celebrations next year. It was agreed that the beacon should be lit and the chairman will enquire if the church might wish to host participants afterwards, as they had done for the armistice celebrations in 2018.

**Action: Chair to contact Parochial Church Council**

## **23. Correspondence/Any Other Business**

- A resident has kindly offered to renovate the village sign. Councillors asked the clerk to pass on their thanks and invite the volunteer to submit any invoices for the cost of materials.
- The clerk had received a request from the parochial church council: they are planning to ask Tesco to help with the cost of maintaining the rose gardens in the churchyard and were seeking approval from the parish council, who are responsible for the churchyard. All agreed that approval be granted.

## **24. Date and time of next meeting – Monday 13 September 2021 at 7.30pm in Battisford Village Hall (unless an EGM is required)**

The Meeting closed at 9.34 pm





## **Appendix 1 – County Councillor’s Report**

### **Independent review of aspects of Suffolk’s SEND services to be carried out by experts from Lincolnshire**

It has been announced that a multi-agency team from Lincolnshire will carry out an independent review into SEND provision.

This review will be carried out by a senior professional with no links to, or direct involvement with, Suffolk’s provision and will focus on the processes, communication protocols and family-facing elements of SEND services within Suffolk County Council.

The SEND (special educational needs and disability) review will focus on the processes, communication protocols and family-facing elements of SEND services within Suffolk County Council. It will not look at specific cases or the provision given to specific children.

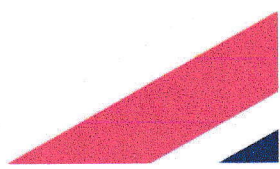
The review will start next week and will be completed within six weeks. The report, with any recommendations, will be published on Suffolk County Council’s website, shared with those who contributed to it and also scrutinised, in public, by the council’s Education and Children’s Services Scrutiny Committee.

The review team from Lincolnshire will consist of two senior officers from Lincolnshire County Council, performance analysts and the chair of the county’s parent carer network.


**Councillor Rachel Hood, Suffolk County Council’s cabinet member for education, SEND and skills, said:**

“Lincolnshire has excellent SEND provision and the team has kindly agreed to review certain elements of our service and will make recommendations based on their findings which will be of great value to us.

“Families with experience of Suffolk’s SEND may share their feedback of the communication process for the review, but we ask that this is relevant to the scope of the review. We have set up an email account for families to feed in their comments. It is important that a range of stakeholders are heard so we can fully understand our strengths and weaknesses and identify next steps. Ofsted have confirmed that we have made significant improvement in this area, and the findings of this review will enable this improvement to continue.”







SEND services in Suffolk are delivered in partnership by Suffolk County Council, Suffolk's NHS Clinical Commissioning Groups and education settings.

The review will look at:

- The effective flow of cases
- Communication with young people and families
- Processes for dealing with incoming enquiries from young people and families in a timely manner
- A focus on the family-facing elements of the service
- The allocation of provision and, where appropriate, placement in a timely way for children

In recent weeks, there have been calls from some parents and carers of children with SEND - known as the Campaign for Change (SEND Suffolk) - for a lawyer-led audit of the council's compliance with the legal requirements set out for the service. Suffolk County Council has considered this request, but has decided not to move forward with it because:

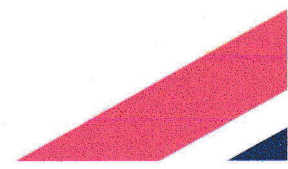
1. It is the role of Ofsted to inspect all aspects of SEND provision, including those that would be included in such an audit. Ofsted and CQC has already made two monitoring visits to Suffolk and have identified areas of progress as well as areas of improvement
2. A new national SEND inspection framework is being launched, meaning further detailed inspections will take place
3. The county council already has an internal and external auditing process for Education, Health and Care Plans
4. There is an established complaints procedure for parents and carers who feel that the service they are receiving is not appropriate or sufficient

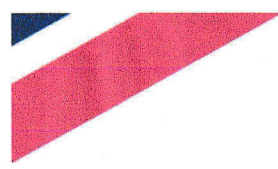
Suffolk County Council is eager to work collaboratively and productively with the Campaign for Change group, and parents and carers not involved or represented by the group, to make improvements in SEND services.

**Councillor Hood added:**

"We know that every parent and carer wants the best for their children, especially when it comes to education and care. Suffolk County Council wants the same and must strive to provide the very best services we can.

"This review will be immediate, in depth and independent and we will act on the recommendations made as swiftly and thoroughly as we can.





“We want to reassure parents and carers that this is a priority and we will make improvements where they are needed as quickly as possible.”

In Suffolk nearly 18,000 young people are supported in some way through local SEND services, including 5,900 with Education Health and Care Plans (EHCPs) or those receiving support in education settings. Demand has grown very significantly. Prior to the 2014 national SEND reforms, Suffolk held approximately 3,000 statements of SEND.

If you would like to participate in this review then please share your experiences of the processes, communication protocols and family-facing elements of SEND services within Suffolk County Council at [SendReview@suffolk.gov.uk](mailto:SendReview@suffolk.gov.uk). This email account is only

## **Suffolk County Council launches the new Cassius service**

On June 1<sup>st</sup>, Suffolk County Council launched the new Cassius service.

We're partnering with Alcove, Rethink Partners and Provide CIC to deliver their innovative care technology service to people in Suffolk over the next 3 years.

From July, the Cassius service will give our social work practitioners, occupational therapists and other front line professionals, new ways to support people to live better and independent lives.

Initially the service will launch with a high impact, targeted range of technology that will continue to grow into the full Cassius collection. This means that the technology can be customised to meet people's needs and to address individual challenges which will help them live independently at home for longer.

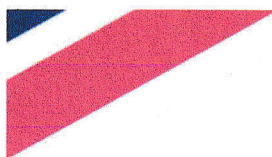
**Cllr Beccy Hopfensberger, cabinet member for Adult Social Care at Suffolk County Council said:**

“We're really excited to launch this new service with our partners. It will offer a simple, accessible, seamless and flexible approach which will help people to embrace the benefits of care technology and provide better outcomes.

“Our teams have worked hard over the last couple of years to create a vision of how we would like our digital care model to be – setting us aside from other local authorities. As we move away from the traditional analogue approach, we are embracing this opportunity to provide a pioneering and intelligent service that will evolve and adapt alongside societal needs.”

Cassius will focus on technology that promotes independence and provides monitoring and assessment in the first instance, but that is data driven to provide impactful insights into people's needs – this will help inform more





targeted care and support where it is needed, and give people, loved ones and care providers peace of mind, real-time information and back-up support if it is needed.

In the coming months, this will develop into a wider, more integrated package of technology that will support additional needs and opportunities.

## **Suffolk County Council launches public consultation on potential housing development in Bramford**

It was announced on June 11<sup>th</sup> that as part of its priority to deliver more sustainable housing in Suffolk, the council is looking for people's views of a potential new housing development.

Suffolk County Council is intending to submit a planning application for a residential development on land it owns to the east of Bramford Road. Development on land owned by the county council, is one of the council's priorities and is part of the council's wider housing approach to help provide new housing in Suffolk.

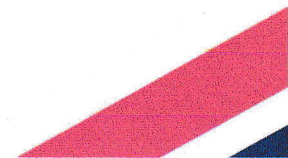
The current proposals set out a development of up to 120 highly sustainable homes, surrounded by significant green space, accessed from Bramford Road.

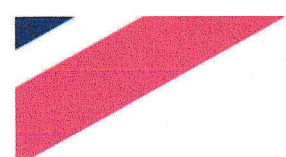
- The proposals for the development include:
- Low carbon heating via heat pumps.
- Local energy generation through solar panels.
- Grey water recycling, where water used in items such as sinks, dishwashers, showers, and baths is cleaned and returned for use in toilets or washing machines.
- A focus on increased biodiversity and increasing green spaces.

**Speaking about the proposals, Councillor Richard Smith, Suffolk County Council's Cabinet Member for Housing said:**

"It is absolutely vital that Suffolk has more sustainable homes, and as a council and as a landowner we are determined to play our part in delivering that objective

"We also recognise the importance of involving existing communities in developing their local area. I do hope that as many people as possible take this opportunity to engage with us on this development via the consultation."





A public consultation will take place this month from 14th to 21st June, followed by a planning application later in the summer. It is intended that the site would be developed through Suffolk County Council's new housing joint venture partnership, which was approved by the council last year.

### **Just one jab is half a job – keep testing and get second vaccination**

Suffolk residents are being encouraged to jab, test, protect the rest as lockdown easing is delayed by four weeks.

Health bosses in Suffolk are urging people waiting for their second COVID-19 vaccination to take regular tests to help curb the spread of the virus.

People are being asked to test twice a week and to take their vaccine as soon as it is offered to them.

Of the Suffolk population of 761,350, a total of 629,889 are eligible to receive the vaccine.

NHS vaccination figures show that of those eligible, 62% (393,477) have had two doses, but 38% (236,412) have only had one dose - or no vaccine at all. That figure does not even include children who are not eligible for a vaccine but can - and do - get infected.

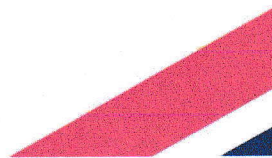
This means that almost four in ten people in Suffolk have had either one or no jabs at all and therefore risk catching the virus or passing it on to other people.

The Delta variant of the virus is now the most prevalent in the UK and the concern for health bosses is that although the vaccine is highly effective - more than 80% after two doses – one dose is only around 33% effective. (2)


The figures do not record how many eligible people have refused a vaccine, but Stuart Keeble, Director of Public Health for Suffolk, said they showed the importance of getting both vaccinations when offered and testing regularly to break its spread.

"If you have both vaccinations you reduce considerably the chances of it harming you but if you only have one and think you are safe then my advice would be 'please think again'. A single vaccine on its own is not enough.

"The Delta variant is now widespread in the UK and the data shows you are more likely to need hospital if you develop it, so please make sure you get both vaccinations.







“Everyone can also do their bit in curbing the spread by testing regularly. The more cases of infection that can be identified and isolated the harder we make it for the virus to spread throughout Suffolk.”

## **Suffolk County Council launches Ipswich’s first Park & Cycle initiative**

On June 15<sup>th</sup> it was announced that commuters are now welcome to park at Martlesham Park & Ride site for FREE and cycle into Ipswich Town Centre.

Working in partnership with First Eastern Counties, the Park & Ride site has put in place a [cycle map](#) which details three dedicated routes into the centre of Ipswich, and there is a route suitable for every ability:

- Green route – direct route into the town centre. 29 mins – 8.5km / 5.3 miles
- Yellow route – direct /low traffic route into the town centre - 32 mins – 9.3km / 5.8 miles
- Blue route – low traffic route into the town centre - 39 mins – 11km / 6.8 miles

As part of the scheme, there is also available for use Sheffield bike stands, and 24hr security patrols complemented by CCTV coverage for bikes left over night.

**Councillor Richard Smith, Suffolk County Council’s Cabinet Member responsible for Transport Strategy, Economic Development and Waste, said:**

“Park & Cycle is another way Suffolk County Council is supporting more sustainable travel in to Ipswich as we ease out of lockdown.

“The dedicated cycle routes will reduce some of the barriers members of the public have said stops them choosing to cycle into the town centre.

“By embedding cycling as a regular option for travelling into Ipswich’s town centre many will reap the associated health, air quality and congestion benefits of sustainable travel.”

To find out more details visit [www.suffolkonboard.com/parkandcycle](http://www.suffolkonboard.com/parkandcycle) and follow @suffolkonboard on Twitter.





## Appendix 2 – District Councillor's Report

### District Councillor Report: Onehouse Ward - July 2021

<b>Flooding at Burford Bridge</b>	<p>There is progress to report on the flooding problems. I have had a meeting with the county's floods manager and also representatives of the environment agency. It was agreed that road closures were becoming more of a problem and climate change meant this was bound to get worse. We reviewed the existing infrastructure for controlling the flow, where there was little scope to increase their height and storage capacity.</p> <p>Natural flood control measures are now taken increasingly seriously as way of holding back water.</p> <p>Discussing funding we considered Community Infrastructure Levy (CIL) for which flood control measures are eligible. Of particular significance is the Gov't money available for environmental improvements as natural flood controls frequently bring environmental benefits as well.</p> <p>We are asking parishes to look at areas highlighted on environment agency maps as locations of Standing water and suggest which had potential to be developed. This is the link to the EA's Flood Mapping. You can select options between type of flooding, depths and velocities of flow.</p> <p><a href="https://flood-warning-information.service.gov.uk/long-term-flood-risk/map?easting=612316.91&amp;northing=244992.26&amp;map=SurfaceWater">https://flood-warning-information.service.gov.uk/long-term-flood-risk/map?easting=612316.91&amp;northing=244992.26&amp;map=SurfaceWater</a></p>
<b>Parliamentary Boundary Review</b>	<p>I have been involved in a submission for the whole of Suffolk which seeks to keep most of Mid Suffolk within a single constituency rather than being divided between three Constituencies. I would urge parishes to support such a proposal and can provide a copy on request. The closing date for this round of consultation is August 2<sup>nd</sup>.</p>
<b>NHS infrastructure</b>	<p>I have been pursuing the longstanding need for additional health facilities for the Stowmarket area, with the Diaper Farm development affording an opportunity for a GP surgery and NHS dentist in a suitable location.</p>
<b>Buxhall Lodge planning (Finborough)</b>	<p>The appeal against refusal of 28 homes near Buxhall lodge was dismissed, which vindicated the parish and my argument that Finborough had lost services making it no longer a sustainable location. The inspector had not been given the latest draft JLP which excludes the land from the settlement boundary, hence his comment questioning the contradiction.</p>
<b>Recycling and waste service</b>	<p>The service has suffered from a fire, a road traffic accident and a high level of absence. Recent rain has accelerated plant growth and this too has meant more journeys emptying the brown bins. The impact of this has varied from round to round, and extra shifts were worked last weekend to try and catch up. I have asked that the council is more proactive in telling the public why the service is not up to standard.</p>
<b>Locality Awards</b>	<p>An application form with details is attached, and I will be pleased to discuss ideas for grants. I will mention this in my contribution for the September village magazines.</p>
<b>Cifco</b>	<p>As you may have heard our property company is not doing very well at the moment and has not only recorded losses which have now reached over £12 million but has a cash flow problem and is asking Babergh and Mid Suffolk to defer payments due of £1.5 million pounds over the next 3 years.</p>