

**Minutes of the Town Council meeting held in The Old School Community Centre at 7.00 p.m.
on Thursday 17 January 2013**

Present: Cllrs. Peter Phillips (Chair), Keith Haisman, Paul Bishop, Derek Blake, Margaret Godwin, Gayle Mallows, Alan Parsley, Phil Gryce, Leslie Warmington
County Cllr. Jane Midwood, Borough Cllr. Alaric Pugh,
Clerk, Claire Ebeling, RFO, Maureen Smith
And three members of the public

1 Apologies for absence

None

2 Register of members' interests

Cllr Blake declared an interest in Item 13

Cllr Parsley declared an interest in Item 11 – Bus shelter at the Granary

Section of the meeting open to the public:

3 Police Report

PC Ryan Wilson reported that PCSO Shields is leaving at the end of the month and the new PCSO, Claire Fuller will join the team covering Clare shortly.

4 Parishioner's Question Time

5 County Councillor's Report

Cllr. Midwood reported the following:

- The next Safe Neighbourhood Meeting will take place at 7pm on 12th March in Chedburgh.
- There will be a Home Security meeting on 20th March at Clare Town Hall. The meeting will be attended by Police and Security companies.
- Stickers will soon be available for the Stay Safe Scheme - 'safe' places to display for people to go if they feel vulnerable.
- Cllr. Midwood will soon be meeting with the SCC Flooding Officer.
- A new travel card for young people will soon be available.

6 Borough Councillor's Report - See attachment to the minutes.

End of public section of meeting

7 To approve minutes of previous meeting held on 20 December 2012.

Approved unanimously.

8 To receive an update on the actions from the last meeting

9 Clerk's Report - See attachment to the minutes.

10 Finance

i) Presentation of monthly accounts and cash flow report

Cllr. Blake proposed the accounts for December be adopted. Seconded by Cllr. Mallows and approved unanimously.

ii) Decisions required

- a) Cllr. Blake reported that St Edmundsbury have, following calculation of their various grants, reported a proposed increase of 0.66 percent in Clare Parish Council Tax against the 0.55 percent increase submitted.

Accordingly it was agreed that no change to the figures previously submitted was necessary. Approved unanimously.

- b) Cllr. Blake proposed that £300 (being 50%) of the cost of transport for the Cubs to attend a jamboree be given under Section 137. Approved unanimously.
- c) Cllr. Blake reported a request for a review of the decision regarding funding for the church. It was agreed to refer this to the informal meeting of the Council to be held on 24 January at which a SALC representative would be present.
- d) Cllr. Blake reported that CHOC had requested that the majority of the unspent balance of this year's precept be spent on Town Hall ventilation as this work was more extensive, and therefore more expensive, than thought. There would still be some £500 available for Committee Room redecoration. Approved unanimously.
- e) Cllr. Blake reported that Clare In Bloom have requested whether it would be possible to extend Clare Town Council's Public Liability insurance to cover Clare in Bloom. Cllr. Blake proposed that this be approved subject to confirmation by the insurer and that any additional cost be paid for by Clare in Bloom. Approved unanimously.
- f) Cllr. Blake reported that a request had been received from a parishioner interested in joining the Finance Committee as a Lay Member. It was agreed to defer the decision until after the review of the Committees schedule for 24th January.

11 Correspondence - See attachment to the minutes.

12 Planning

- a) **SE/12/1681/TCA – Gothic House, Church Street – T1 – Beech – Reduce overhanging limb and T2 – Beech – Reduce limbs/crown top of tree.**

All Councillors agreed that this is good tree management and there was no objection to the application.

- b) **SE/12/1672/LBCA – The Swan Inn – (i) Installation of Fire alarm and emergency lighting system and (ii) replace 3no doors and upgrade 1no cupboard door.**

All Councillors agreed that there was no objection to the application.

- c) **SE/12/1644/LB – Clare Hall, Cavendish Road – (i) External Repairs to damage caused by subsidence and (ii) Removal and repair of external render with associated internal works**

All Councillors agreed that there was no objection to the application.

- d) **Applications received by the Clerk between publishing the agenda and this meeting.**

None.

13 To discuss and agree a report from the working group on the future of the Country Park

Cllr. Haisman presented the papers drafted by the Working Group as the formal submission to Suffolk County Council. The offer from Suffolk County Council for the transfer of ownership of Clare Country Park to Clare Town Council was discussed and it was agreed to recommend the

SCC proposal to a Public Meeting on 29 January subject to the following conditions and caveats:

1. Subject to contract
2. Subject to due diligence being completed to the satisfaction of all parties no later than 15 March 2013 - this will be necessary if the transfer timeline of 31 March 2013 is to be achieved.
3. CTC asks that the setting up of the Trust be included in the legal and professional costs which SCC has agreed to cover in relation to the transfer of ownership of the Park
4. In order that no time is lost are you please now able to provide CTC with access to solicitors who can start work on items 2 and 3 above as the timeline appears quite challenging.
5. CTC is uncomfortable with the proposal to include in the agreement the possibility of selling the house and returning 50% of the proceeds to SCC. CTC has always stated to parishioners that its plan will be to retain the Park in its entirety in public ownership. While CTC can see the potential future economic benefit of the proposal, we believe that it will not be acceptable to parishioners.
6. CTC needs to satisfy itself before transfer of ownership that there are sufficient numbers of appropriately skilled and experienced parishioners who will actually commit to becoming trustees once the initial trustees step down. The initial trustees will step down no later than 6 months after transfer of ownership and more permanent trustees will need to be nominated and appointed.

A Public Meeting was confirmed for 7pm on Tuesday 29 January in Clare Town Hall.

- 14 To receive agenda items for the next meeting
To ratify the decisions of the offline meeting on procedures
- 15 To confirm the date of the next meeting as Thursday 21st February 2013

The meeting closed at 10.15pm

St Edmundsbury Borough Councillor's report to Clare Town Council Period: 20th December 2012 - 16th January 2013 Author: Councillor Alaric Pugh

This is a monthly report on activities conducted by Alaric Pugh, Borough Councillor for Clare, on behalf of the whole community, following the election on 5th May 2011.

I am delighted to have been elected to represent Clare and work hard to do my best to uphold the interests of the town at St Edmundsbury Borough Council. The committees I sit on are: Development Control, Rural Working Party, Sustainable Development Working Party, New Tenancies Working Party, and am a substitute on Performance and Audit and Treasury Management. I attend Dedham and Stour Valley Area of Outstanding Natural Beauty Project and have shared delegated authority for aspects of Clare Country Park managed by St Edmundsbury.

I expect to be in attendance at Parish Council meetings and will be happy to answer any questions from councillors or parishioners after my report. I run a surgery between 9.30 and 10.00 am on the first Saturday of the month for residents whose questions cannot be addressed at the Town Council Meeting. I can be contacted at other times: my mobile phone number is: 07930460899 and email alaric.pugh@stedsbc.gov.uk

A quiet month - Happy New Year to all

Training undertaken since last report

- Second set of Workshops on redesigning the Planning Service

2. Civic events etc

i) None

3. Meetings attended (excluding Majority Group meetings)

- Development Control
- Clare Country Park interested parties briefing by CTC

4. Forthcoming meetings before next TC Meeting

- Rural Working Party
- Budget setting
- Treasury Management
- Sustainable Development
- Development Control
- Economic growth planning

5. Voting record - items with significance to Clare community

- Voted in support of Land East of the Granary
- Voted in support of enabling housing development at Haverhill Science Park

• Current Clare issues involvement/resident requests to take forward:

I am still pursuing a report of tar being poured down a drain in Cavendish Road

- I continue to take an interest in solutions for Clare Country Park
- I am involved in helping residents with planning and enforcement issues
- My next surgery will be held on Saturday 2nd February.

Attachment to minutes – Item 9, Clerk’s Report – January 2013

Action:

- IT issues in the office – Internet and printer access in the office are complete, awaiting completion of cabling across the building to negate the need for the point in the Committee Room.
- Brown Tourism signs – Further mock-up of the final version of the sign to show how the new sign will look with the 30 limit sign. Suggest sign at Stoke Road be placed in front of 40 limit sign (or move 30 to 40 limit and remove 40 limit?).
Action: Approved. Clerk to confirm to SCC and enquire about 40 limit sign.

Reported issues

- Sheepgate Lane – slippery underfoot due to wet leaves, also footpath breaking up due. Ref: **2826114**
- **Flooding across B1063 road to Chilton Street – reported to SCC, Ref 2840624**
- Stoke Road - dead tree and collapsed fencing - Ref: 2813603 – SCC responded that the trees and fence belong to the adjoining landowner. Need to find out who owns that stretch so that we can request they fix the fence and remove the tree.

Update on previously reported issues

- Magnolia tree overhanging path by Trinders – Cllr. Parsley contact owners, who have taken action.
- Sheepgate Lane –Ref: **2826114** – **SCC update - The leaves have been cleared. Report that there are currently no major defects on footway that require intervention, will continue to monitor.**

Borough planning decisions:

SE/12/1494/HH – 1 Hermitage Meadow – Permission granted subject to conditions (related to overlooking properties)
SE/12/1512/LBCA and 1510/HHLBCA – Priory Farm - Permission granted subject to conditions
TCA12/2367 – Clover House - Fell on styrax - Permission granted

Attachment to minutes – Item 11, Correspondence:

Items for action
(all circulated to Town Councillors)

Mayor of Châtillon	Invitation to Châtillon Action: To be referred to Community Committee.
Stephen Kimminau	Suggestion for Local Green Space in Country Park Action: To be referred to solicitors for advice.
Italia in Piazza	Request for use of Market Hill for Italian Market on 23 rd Feb. Approved Action: Clerk to respond and explain flyposting restrictions.
Simon Curl	Response to letter from Highways Committee Action: To be referred to Committee covering Highways issues following review of Committees.
Tim Morris	I recommend that you approve the course Cemetery course – provider recommended by SALC (SALC cemetery course not running until November). Action: Cost of training and room hire approved. Clerk to book and invite local councils to attend for a small contribution (amount to be agreed).
Sir Martin Holdgate	Letters in response to Highways Committee and HGV Group letters. Action: To be referred to Committee covering Highways issues following review of Committees.

Items for noting
(copies available from the Clerk on request)

Suffolk County Council	Ashen Road bridge enquiry – response to an email from me asking for costings of the recent works (as requested by Highways Committee).
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