

**Minutes of the Town Council meeting held in The Old School Community Centre at 7.00 p.m.
on Thursday 20 June 2013**

Present: Cllrs. Keith Haisman, Chair, Derek Blake, Phil Gryce, Gayle Mallows, Alan Parsley, Peter Phillips and Leslie
Warmington
Clerk, Claire Ebeling
County Councillor Mary Evans, Borough Councillor Alaric Pugh
And 7 parishioners

- 1 **Apologies for absence** – Cllr. Margaret Godwin, PCSO Sophie Mitchell
- 2 **Register of members' interest** – Cllr.s Blake and Haisman registered an interest in Item 12 (a) Planning application SE/13/0661/HH – 12 Hermitage Meadow.

Section of the meeting open to the public:

- 3 **Police Report** – PCSO Sophie Mitchell sent her apologies and a report (see attachment to the minutes).

- 4 **Parishioners' question time** – Parishioner Mrs Smith reported on a meeting attended on behalf of Clare Town Council regarding possible local celebrations of the signing of the Magna Carta. 23 barons signed the document on 15 June 1215, two of who were de Clares. The 800th anniversary will be in June 2015 and the meeting was between the towns that were the seats of the 23 barons. Mrs Smith asked for confirmation of whether Clare Town Council will endorse the idea of doing something to commemorate the signing around 15 June 2015. The details of celebrations can be decided at a later stage but the co-ordinator requires confirmation by 12th August in order to apply for HLF funding, which is intended to be used for joint publicity, a website etc.
Cllr. Haisman thanked Mrs Smith for attending on behalf of the Town Council. Councillors agreed unanimously to support the idea, subject to more detail on whether match funding would be required and the details of costs. Cllr.s Phillips, Blake and Gryce will take part in discussions with Mrs Smith to form a Magna Carta Group.

A parishioner asked whether there is a cap on the liability that CTC could take on if Clare Country Park is signed over to them. Cllr. Haisman responded that the proposed structure intends that CTC will be the owner of the site but the Trustees-elect will be the managers of the park and they will be responsible for ensuring the financial integrity of the park.

Parishioner Bob Verguson attended on behalf of the Stour Valley Lorry Action Group to clarify the request for Clare Town Council to commit to signing a Statement of Common Purpose and request for a TRO restricting the weight limit of 7.5 tonnes along the length of the A1092. Mr Verguson confirmed that 2 county councillors, 2 district councillors, 1 Borough Councillor, 2 parish councils and MP Tim Yeo have indicated they will sign at some time in the future and reported that 98% of those asked have signed the parishioner petition. The document will not be bespoke. Mr Verguson requested that Clare Town Council show support by committing to sign the document.

Cllr. Haisman asked if the document will be followed by a media campaign. Mr Verguson confirmed that the Stour Valley Lorry Group will be working with all groups who sign the document in a concerted campaign and will be encouraging all participants to be involved.

Cllr. Mallows asked if there would be an evidence base to accompany the petition. Mr Verguson responded that there is evidence which includes CCTV noting hauliers coming through Clare, photographic evidence of building damage, costings of damage caused, as well as other evidence gathered from residents, businesses, etc.

Cllr. Mallows asked if the Group were willing to share their evidence. Mr Verguson responded that the Group preferred to collect all the evidence, but were happy to receive any additional information and to provide copies of the evidence already gathered. Cllr. Mallows confirmed

that the Clare Town Council Highways Working Party has evidence it would be willing to share. Cllr. Phillips asked that it be noted that although the gathering of evidence by the Group is a benefit, it should have been the Highways authority at Suffolk County Council who collected the evidence – as was promised in the form of an impact study, which was never provided.

Cllr. Haisman requested that a full pack of the evidence be provided prior to the document being signed. Cllr. Haisman also recommended that the evidence is made available on the internet when the full case of evidence has been gathered.

Mr Verguson stated that the request was that Clare Town Council agree to sign to confirm support for a weight limit on the A1092.

Cllr. Mallows advised that not everybody surveyed supported the move to stop HGVs transitting Clare and would be reassured by seeing evidence to support the campaign. She wished it to be noted that their concerns have been listened to.

- 5 County Councillor's Report** – See attachment to the minutes. Cllr. Evans confirmed that she would also like to see the evidence in support of the TRO request. She added that those gathering the evidence should consider that a key item for the Rights of Way Committee in considering and assessing TRO's is whether cellars are positioned underneath the highway. An item will be added to the next Chevron requesting photographic evidence of damage to cellars. Cllr. Evans reported that Graham Newman will be visiting Clare on 12th July.

- 6 Borough Councillor's Report** – See attachment to the minutes. Cllr. Pugh reported that the surgery in July will take place on the second rather than the first Saturday of the month. Cllr. Pugh confirmed that he has committed to signing the Stour Valley Lorry Group TRO request subject to seeing supporting evidence.

End of public section of meeting

7 To approve minutes of previous meeting held on 16 May 2013

The minutes were proposed as correct by Cllr. Mallows, seconded by Cllr. Parsley and approved unanimously.

8 To receive an update on actions from the last meeting

It was agreed that an offsite meeting will be held to discuss all management committees of buildings owned by Clare Town Council.

Work to the noticeboard is ongoing.

**All
Clerk**

- 9 Clerk's Report** – see attached report.

10 Finance

i) Presentation of monthly reports – Cllr. Blake proposed the adoption of the monthly accounts, seconded by Cllr. Parsley and approved unanimously.

ii) Decisions required –

a) Cllr. Blake reported that the Finance Committee were still awaiting a response from the Clare Playing Fields Association.

b) Cllr. Blake proposed the approval of a Section 137 payment of £125 to Clare Bears Pre-School towards the cost of an awning for the outside play area. Seconded by Cllr. Mallows and approved unanimously.

RFO

- 11 Correspondence** - see attached report.

12 Planning

- a)** SE/13/0661/HH – 12 Hermitage Meadow– (i) Erection of kitchen link between dwelling and outbuilding; (ii) conversion of double garage with studio above and associated works. Cllr. Mallows proposed that the response be that the Town Council has no objections. Seconded by Cllr. Gryce and approved unanimously.

- b) **Applications received by the Clerk between publishing the agenda and this meeting**
None.

13 To receive items for decisions required by Town Council Committees and Working Parties

- i) **Highways** – Cllr. Phillips reported that Cllr. Godwin is now Chair of the Highways Working Party.
- ii) **Highways** - Cllr. Phillips reported that Simon Curl at Suffolk County Council has been alerted to the possibility of large vehicles travelling through Clare, heading to the Wind Farm.
- iii) **Community** – Cllr. Haisman reported that the CBA have contacted the Community Working Party regarding updating the CBA page of the Clare-Uk website and a proposal for a ‘Culture in Clare’ Festival. The Community Working party will continue to liaise on these matters.

**Community
Working Party**

14 To receive a proposal to reverse a decision by special resolution

Cllr. Bishop proposed the adoption of two motions:

1. To rescind the previous decision made on 13th May in relation to Item 15, Correspondence, A1092 Weight Limit.

It was agreed that the decision was made without a full understanding of the intention and that, following a presentation during parishioners question time, it is clear that the request is to commit to signing a petition to be sent to Suffolk County Council which will include supporting evidence and will include a media campaign.

The motion was seconded by Cllr. Gryce and approved unanimously.

2. To commit to signing the statement given that it is compatible with the Town Council’s own representations and subject to sight of and satisfaction with the evidence base.

The motion was seconded by Cllr. Phillips and a vote was taken. 7 of 8 Councillors voted in favour. Motion carried.

15 Items for the next Chevron

It was agreed that the next issue will be distributed in early July and will include naming of the new roads at Land East of the Granary, Buildings at risk, Cellars under roads, Magna Carta, CHOC Music Quiz and a reminder of the joint County and Borough Councillor surgery on 1st September.

16 To discuss the Heritage Lottery Fund Start-Up grant

Cllr. Phillips proposed that Clare Town Council express interest to register for a start-up grant on behalf of the Trustees of the Country Park. Seconded by Cllr. Blake and approved unanimously.

17 To receive an update on Clare Country Park – to be taken *in camera* at the request of Suffolk County Council

In camera minutes recorded separately.

18 To discuss local solar farm proposals

Cllr. Mallows reported that she had attended the consultation regarding solar farms at Belchamp St Paul.

19 To discuss action to be taken to ensure effective consultation with parishioners on the naming of the roads at the development on the land East of the Granary

It was agreed that the historical names put forward by Cllr. Gryce be published in Chevron for feedback by parishioners before putting the most popular names forward to St Edmundsbury Borough Council.

It was noted that the proposal for the land to the rear of the Swan has been removed from the options for development in Clare, however discussions are ongoing and it is hoped that an open meeting will take place on 25th July to present the concept to the public.

- 20 To receive recommendations on amendments to the Standing Orders**
To be discussed at the next meeting.
- 21 To receive agenda items for next meeting**
None at present.
- 22 To confirm the date of the next meeting as Thursday 18 July 2013.**
Confirmed.

The meeting closed at 9.45pm

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Attachment to minutes – Item 6, Police Report

Since the last meeting on the 16th May there have been 5 crimes of note. These were:

- Theft of diesel from a digger and dumper truck on the Charles Church building site. This occurred overnight on the 28th May.
- Burglary other building where a shed was broken into in the rear garden of a property on Nethergate Street. A garden tool was stolen. This occurred sometime between 27th May and 31st May.
- Attempted theft of heating oil from business premises on Chilton Street. Offenders cut the lock and removed the cap from the tank but didn't remove any oil. This occurred sometime between 31st May and 4th June.
- Criminal damage to a motor vehicle. The rear passenger side window was smashed on a vehicle parked on the driveway to a property on Snow Hill. This occurred sometime overnight on the 7th June.
- Criminal damage to an exterior light positioned above a garage in March Place. This occurred sometime between 14th June and 16th June.

There was also the attempted theft of the BT cables from the manholes situated on Stoke Road. Offenders severed one end of the cables and disturbed approximately 10 manhole covers out of the 30-40 present on Stoke Road but did not manage to cut the other end and steal any of the cables. This caused problems for approximately 400 broadband users in Clare and Stoke By Clare. BT are offering a £1000 reward for the information leading to a conviction of the offenders responsible.

General information worth noting:

Burglary's tend to be very "item specific" – in cases of burglary dwellings often items of high value are left behind whilst jewellery has been taken. Many outbuildings are being targeted and a lot of the time a jemmy type tool has been used to gain entry into sheds and garages, again, item specific thieves tend to be targeting power tools, lawn mowers, garden machinery and equipment of this nature.

We advise everyone to ensure that any property is kept locked away in a secure place. Keep items of value out of sight from windows and doors. Keys for items such as ride on mowers etc. to be kept away from the machines.

There is still a high number of catalytic converter thefts within Suffolk. Locally we have seen a slight dip in the numbers however we urge people to remain vigilant. Ensure all vehicles where possible are locked away. Make access to the vehicles as difficult as possible. Park in well-lit areas. Have your catalytic converters security marked (not a preventative measure but could be a deterrent).

We urge you to remain on your guard and report any suspicious behaviour or persons within your area to the Police straight away using the 101 number.

Oil theft is still our biggest problem locally and there have been numerous reports of theft of oil from residential properties. Please ensure that your tank is hidden away as well as possible, that you check it daily to ensure no damage has been caused to your tank, to check on your oil levels and this will also prevent your system from requiring further work should your tank become empty.

We had the SNT priority setting meeting last Tuesday evening at Ixworth. From this our new priorities for the forthcoming quarter are as follows:

- Speeding – The four priority villages for the next 3 months are; Depden, Cavendish, Whepstead, Little & Great Thurlow.
- Reduce the number of Burglaries throughout the Rural South area.
- Reduce the amount of car crime in the Rural South area.

The "Clare Community Cascade" myself and PCSO Claire Fuller have been working on is almost up and running. We have been to all the business premises in the town and are now putting the finishing touches to the "Cascade Tree". We aim to have this in full swing by the end of next week.

Regular patrols of the BMX park and the cemetery grounds have been conducted, with nothing to report.

We did have one report recently of vehicles acting in an anti-social manner in Clare country car park doing wheelies and creating a lot of noise. The country park car park is a location of interest during our late night patrols of the town and so far we haven't witnessed any such behaviour but will continue to patrol as always.

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Attachment to minutes – Item 5, Suffolk County Councillor's report

Roads

I met Sir Martin Holdgate, former senior adviser to the Department of the Environment, when he was in Clare recently and discussed with him the case for a TRO limiting the size of HGVs coming through the town. He believes that if the campaign is to succeed a thorough dossier of evidence must be prepared before putting pressure on the county council for a TRO.

I also met your colleague Margaret Godwin to discuss how I can work with the town council on the issue of HGVs in Clare. We agreed various ways to build up support for the campaign and as a result I have been in contact with the Suffolk Preservation Society and am awaiting a response.

I have passed on to SCC highways the request from the town council's environment committee for action to deal with the puddles on Market Hill. I stressed that this problem further increases the resentment to HGVs locally.

I met the county council deputy finance director Aidan Dunn last week to discuss the development of the council's our place initiative in the Clare Division. Incidentally, as Mr Dunn is overseeing SCC'S divestment programme I raised with him the queries made at a Clare Town Council meeting some months ago regarding the savings being made by transferring the SCC roads repair programme to May Gurney.

May Gurney is able to do the work more cheaply because it can apply economies of scale. At the same time its costs will be lower. While county council staff transferring to its employ will have their terms and conditions of employment protected, when they leave their replacements will not enjoy benefits akin to the local government pension scheme. He assured me that with the changes in how it now operates, SCC recognises the need to appoint staff with appropriate skills and experience to manage the new contracts.

Our Place

Re the Our Place programme, this is a relatively new initiative across the county which has not yet taken root in the Clare division. I will have a county council officer to work with me one day a week to develop community projects in the division. The officer currently allocated to this division, Esther Keen, is actually leaving the county council next month. However, I am meeting her next week for an update on her replacement and to begin to draft an agenda for future work.

I took the opportunity of the launch of the Friends of Clare library to talk to the library manager Lisa Dunn about the possible development of an our place project in conjunction with the library.

The our place canvas is blank and I would be interested to hear any ideas and suggestions from the town council.

Maple Hill wind turbine

I met Iona Parker, who chairs STOC, on Tuesday for an update and was sorry to hear the campaign group will not be applying for a judicial review of the decision to grant planning permission. I gather STOC took legal advice and felt the financial risks were too great.

Clare Country Park

I have followed up on the briefing I had with the town council on the transfer of the Clare country park. I had a meeting on Monday with Colin Noble, Cabinet member for finance and property and raised the concerns about the progress of the negotiations.

Rural Vision 2031

I have contributed to the county council's official response to the St Edmundsbury borough council's document Rural Vision 2031 and expressed my grave concerns about its treatment of many of the villages in the Clare division. The planning document – DM 28 – which sits alongside Vision 2031 appears to have been prepared by people who have never lived in a village and do not understand that in shape, size and architecture Suffolk's rural communities are a glorious mix. My fear is that this prescriptive policy document will suffocate villages and deny them the small scale development they want and need to remain sustainable. I urge you to make your representation to the consultation exercise.

County-wide information

The timetable for the Better Broadband scheme has been announced – Clare will be in the later stages – towards the end of 2015.

Raising the Bar: the report into raising school attainment was published at the end of May. I attended a briefing on Monday about the report. The Education Scrutiny committee, of which I am a member, is to start looking at it in detail.

Mary Evans, Clare Division, Suffolk County Council

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Period: 16th May-20th June 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 uphold the interests of the town at St Edmundsbury Borough Council. I am Portfolio Holder for Economic Growth, Transport and Planning. The committees I sit on are: Development Control, Rural Working Party, Sustainable Development Working Party (Deputy Chair), and I am a substitute on Performance and Audit and Treasury Management. I attend Dedham and Stour Valley Area of Outstanding Natural Beauty Project Board Meetings and have shared delegated authority for aspects of Clare Country Park managed by St Edmundsbury. I expect to be in attendance at Town 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

1. Training undertaken since last report - three briefings on role of Portfolio Holder

2. Civic events - none

3. Meetings attended (excluding Majority Group meetings)

- Cabinet Planning
- Cabinet
- Apex Panel
- Sustainable Development
- Ec Dev Ref Group
- LEP Growth Conference
- Town Council on 2031
- Town Council on lorries
- AONB Conference

4. Forthcoming meetings before next TC Meeting

- Development Control
- Cabinet
- Cabinet Planning
- Heritage Panel
- Sus Dev
- Rural Working Party
- Ec Dev Ref Panel
- Suffolk Ec Dev Briefing

1. Voting record - recent items with significance to Clare community:
None

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

- work on aspects of 2031 with Chief Executive
- work on Clare Country Park with new County Council Portfolio Holder
- work on lorry movement issues inc letter to County Council Portfolio Holder and additional lobbying
- Commissioned Menta poster for Town Noticeboard for free advice for small businesses
- more time has been devoted to the Wind Farm application this month, protesting at the possible procedural anomalies
- have also lobbied in support of 'buffer zones' between turbines and communities
- have attended Clare Library fundraising launch supporting community members
- lobbying etc re the river
- NB Planning is holding 2031 local drop-ins for queries

- Change to the date of my next surgery which will be held on Saturday 13th July.

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Attachment to minutes – Item 13, Clerk’s Report – June 2013

Action:

- There has been a lot of liaison regarding the cemetery, gravediggers and other enquiries. We are amending the processes as we go along and are working together with advisers and other Councillors as required.

Information:

- I have received further complaints about the traveller who parks his car and caravan outside the houses between the Cock and the Globe. I have reported to Traveller Liaison several times and they have been to move him on, but often he is not there. They believe he understands the loopholes in the law and therefore does not detach the caravan (therefore being legally allowed on the highway). There is an option of obtaining a Section 77 notice to vacate, which would prevent him returning for 3 months, but this requires a welfare assessment and case conference to prove a pressing need to evict.
The Officers are keeping records of his activity from my reports and those of the neighbours.

Reported issues

- **Market Hill – blocked drains and potholes – reported thrice before ref 2774987 – I have notified Mary Evans of this and she will chase it up.**
- **Reported to Suffolk County Council (Ref 2982983) Damage to road outside 23 Nethergate Street as a result of decanting fuel.**

Borough planning decisions:

SE/12/1208/FUL – Wind Turbine site at Maple Hill - Permission granted

Attachment to minutes – Item 15, Correspondence:

Items for action

(all circulated to Town Councillors)

Essex County Council	Volunteer survey identifying buildings at risk. Action: Refer to Highways Working Party.
John Collecott	Contribution for sheep hurdles. Action: Not approved. Cllr. Phillips will contact with details of grant funding.
Peggy Smith/Peter Sinclair	Minutes of Magna Carta meeting and email from the organizer. <ol style="list-style-type: none">1. Do Councillors Town Council wish to make a donation to the cost of the venue for the meeting?2. Do Councillors agree to endorse the idea of doing something around 15 June 2015 to commemorate the signing of the Magna Carta on 15 June 1215? Action: Approved. Cllr.s Blake, Gryce and Phillips will take part in discussion to form a Magna Carta group.
Sheila Martin	Response to offer of a gift to commemorate the Royal British Legion Women's Section's 65 th anniversary – a tree or a seat would be very welcome. Action: It was unanimously agreed that a tree would be a fitting gift. The Clerk will ask the RBL for the type and location.
CHOC	Music Quiz evening 5 th July – CTC team? Action: The Clerk will confirm following responses from all Councillors.
Alaric Pugh	Clare Country Park toilets. Action: Noted. When CTC own the park the Trustees elect will consider the issues associated with the anti-social behaviour.
Stephen Kimminau	Letter concerning designation of Clare Country Park as Local Green Space. Action: Clerk to respond that it is the intention that the park be preserved in perpetuity and that the solicitors have been asked to ensure that there is some kind of 'lock-in' in the legal documents.
Norfolk and Suffolk Local Transport Body (LTB)	Invitation to comment on long list of schemes which may be eligible for funding from the devolved money over the 2015-19 period. No action: Not in remit of CTC.

Items for noting

(copies available from the Clerk on request)

Clare Swimming Club	Letter of thanks
Mary Evans	Reply to TRO copy letter.

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