

**Minutes of the Town Council meeting held in The Old School Community Centre at 7.00 p.m.  
on Thursday 21 August 2014**

Present: Cllrs. Paul Bishop, Derek Blake, Margaret Godwin, Phil Gryce  
Gayle Mallows, Cllr. Leslie Warmington  
County Councillor Mary Evans, Claire Ebeling, Town Clerk

1 **Apologies for absence** – Cllr. Derek Blake, Cllr. Loveday Perceval-Maxwell, County Councillor Mary Evans, Borough Councillor Alaric Pugh

2 **To receive declarations of members' interests and consider requests for dispensation**  
None.

*Section of the meeting open to the public:*

3 **Police Report** – See attached

4 **Public Participation** – None

5 **County Councillor's Report** – See attached report.

6 **Borough Councillor's Report** – No report received.

*End of public section of meeting*

7 **To approve minutes of previous meetings held on 17 July and 13 August 2014**

The minutes of 19<sup>th</sup> June were approved unanimously.

Cllr. Mallows requested an amendment to page 4 of the minutes of 10<sup>th</sup> July. The amended minutes were approved unanimously.

8 **To receive an update on actions from the previous meeting**

The Clerk reported that all actions were complete.

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

10 **Finance**

i) **Presentation of monthly reports** – Cllr. Godwin proposed the adoption of the monthly accounts. Approved unanimously.

ii) **Decisions required** –

Cllr. Godwin recommended the 2015/16 Precept Timetable to the Town Council. Approved unanimously.

Cllr. Godwin reported that the RFO had contacted BT and obtained a reduced tariff for the Town Council phone bill and thanked the RFO for her perseverance.

Cllr. Haisman asked for clarification on the meeting with CHOC as reported at the Finance Committee meeting. Cllr. Godwin reported that CHOC has been encouraged not to apply for an increase to their precept amount, and that *all* applicants have been encouraged to take into account the cuts the Town Council are subject to when considering their grant applications.

11 **Correspondence** - see attached report.

12 **Planning**

a) **DC/14/1241/LB – Clare Town Council office, the Old School, Callis Street – Replace existing window**

Cllr. Haisman recommended that the response be no objection. Agreed unanimously.

b) **DC/14/1219/LB – Orchard House, 22 Nethergate Street – Remove existing rendering from front elevation and replace with lather and lime plaster**

Cllr. Haisman recommended that the response be no objection. Agreed unanimously.

c) **DC/14/1286/HH – Angel Barn, Nethergate Street – Resubmission – Erection of two bay oak framed garage**

Clerk

Cllr. Haisman recommended that the response be no objection. Agreed unanimously.

- 13 To receive items for decisions required by Town Council Committees and Working Parties**  
Highways – Cllr. Godwin reported that a replacement transport management plan for the Wind Turbine application has been submitted and that she is concerned about the ability of the bridges and culverts to cope with the heavy transportation, particularly down Folly Hill.

Cllr. Godwin reported that she had been contacted by a Highways Committee member from Lavenham and understands that English Heritage have previously carried out a risk assessment on the buildings in Lavenham in relation to HGVs. Cllr. Godwin will write to English Heritage.

**Cllr. Godwin**

Cllr. Godwin suggested that contact be made with One Haverhill to ask where Clare fits into the Haverhill plans in terms of an integrated transport plan. It was agreed that Cllr. Godwin would request some details in hard copy and this will be followed up with an invitation to a meeting.

**Cllr. Godwin**

Cllr. Mallows requested suggestions for items for the next Chevron. The Clerk was asked to contact Hastoe Housing for some information about the affordable housing development.

**Clerk**

- 14 To approve an amendment to the standing orders following the enactment of The Openness of Local Government Bodies Regulations 2014 (subject to receipt of advice from NALC)**  
Not yet available.

- 15 To approve the appointment of two Town Council nominees to Clare Ancient House Museum Trustee Governing Body.**  
The Clerk reported that Peggy and Richard Smith had confirmed their willingness to be nominated. Approved unanimously.

- 16 To receive agenda items for next meeting**  
To receive

- 17 To confirm the date of the next meeting as Thursday 18<sup>th</sup> September 2014.**  
Confirmed.  
Cllr.s Godwin, Haisman and Blake gave their apologies for the next meeting.

The meeting closed at 8.00pm

### **Attachment to minutes – Item 3 – Police Report**

Since the last meeting on the 17<sup>th</sup> July there have been 3 crimes of note in the area these were:

- Theft from motor vehicle – Over a 5 month period all 4 centre hub caps from the alloy wheels of a VW Golf have been stolen. The victim is unsure if this has occurred whilst their vehicle is parked at their home address in Daneum Holt, Clare or whilst at their workplace car park in Sudbury. Only reported to Police in case it was an ongoing trend, well aware there was very little we could do.
- Criminal damage – A wooden side gate belonging to a property on Highfields, Clare was damaged over a three day period. Believed caused by unknown person climbing over the gate or attempting to get over the gate and whilst doing so they have caused minor damage to the top part of the gate. This occurred between Thursday 7<sup>th</sup> August and Sunday 10<sup>th</sup> August.
- Criminal damage – A wooden picnic bench located in Clare Country Park had its seat ripped off and thrown into the bushes. This occurred overnight on Wednesday 13<sup>th</sup> August and reported the next day by the park ranger.

Ongoing parking issues on Nethergate Street, the pavements on Church Road, Station Road outside the bridal shop and the High Street at the rear of the co-op will continue to be monitored and dealt with accordingly as and when we come across offending vehicles parked in an illegal manner.

We had a suspicious male reported to us who has been visiting the Church recently and when approached by Church volunteers makes off without engaging with anyone. This male was seen to enter a black Vauxhall Astra. We have done some research and possibly linked to similar reports of a male matching the same description in other Churches in Suffolk acting in the same manner. It's believed this male is linked to thefts of money and items from Churches. He is described as White male, late 50's early 60's, around 5'9", stocky, with balding/thinning light coloured hair. If this male is seen please report to 101. His vehicle is a black Vauxhall Astra index mark AP03 OOB.

We are continuing to patrol Clare Country Park after recent ongoing reports of the local youths smoking cannabis and causing damage. Any offences that are identified will be dealt with robustly.

We have a new Sergeant on the SNT. Sergeant Matt Gilbert has taken over from Gary Miller who has been promoted to Inspector and now working in the Ipswich area.

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

**Report for Clare town council 21 August 2014**

This is a very brief report.

Key areas which are requiring attention: traffic calming measures for Clare, the HGV survey and traffic plans for the Maple Hill Turbine are still outstanding as in all cases the lead officer is on leave. When I have the information I will forward it to your clerk.

Re the lorry survey: I am still awaiting the advice from the Bell Hotel CTC evidence on the best day for the survey.

The country council is very pleased that CTC voted unanimously to accept the latest (and last) offer for the country park. I know officers are already working on the issues raised at last week's meeting

Mary Evans, Clare Division, Suffolk County Council

## Attachment to minutes – Item 13, Clerk’s Report – August 2014

### Action:

CLASP – request for Town Council rep to attend CLASP meetings to provide liaison between TC and CLASP (following resignation of Alan Parsley as Councillor). (Meetings max. 6 times per year).

**Action: To be discussed at October meeting**

### Information:

New Police Sgt – Matt Gilbert will introduce himself at a future meeting (when shifts allow).

Parking – problems reported by residents in Nethergate Street, High Street and Church Street – all reported the Police.

Pavement running alongside B1063 to Chilton Street - request to Suffolk County Council to reduce weeds/hedges/weeds to enable safe passage along pavement between Clare and Chilton Street - **Ref 3425391. Completed.**

Sheepgate Lane/Clarence Road – Flooding to Highway Ref: 3437424 – linked to Ref 3434594 and 3446765, reported by Mr R Longland and Margaret Godwin, respectively. Also reported in Feb 2013 (Ref.2854620). **Cleared and jetted gullies, and further investigation has established that tree roots are the main cause of the blockage.**

**I met Vicki Stone today to discuss Christmas Lights plans.**

### Planning decisions

DC/14/0844/HH - 16 Cavendish Road – Single storey rear extension (following demolition of existing extension)

**Application Approved**

DC/14/0776/FUL & 0777/LB – Bell Hotel – i) Single storey rear extension to create male WC and associated garden works; ii) Internal layout changes to ground floor.

**Application Approved**

**DC/14/1216/TCA** – Thornton House, Nethergate Street - Fell 2no Conifers (T1 and T2 on plan) Fell 1no Norway Spruce (T3 on plan) Repollard 1no Sycamore (T4 on plan)

**Attachment to minutes – Item 15, Correspondence:**

**Items for action**

(all circulated to Town Councillors)

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(all circulated to Town Councillors)

Stephen Kimminau	Clare Country Park – Consultation and covenants. Response agreed.
John Collecott, Clare Society	Clare Country Park decision. Response agreed.
CLASP	Donation of £350 for new bench enclosed. Thank you letter sent.
NALC	Fly a flag for the Commonwealth – see email. Clerk to forward details to the schools when they return after the summer break.
Jayne Cole, Local Council Public Advisory Service	Details of new advice service for Town and Parish Councils. Invite to present at November meeting.
St Edmundsbury Borough Council	Polling Place review No action required.

**Items for noting**

(copies available from the Clerk on request)

Cllr. Robert Everitt, Mayor of St Edmundsbury	Following the request to attend a Town Council meeting, Cllr. Everitt was invited to the meeting on 18 <sup>th</sup> September, but is not available and has instead been invited to attend on 16 <sup>th</sup> October.
Suffolk County Council	Temporary Road closure A1092, Clare, Cavendish, Glemsford 20-23 August 7pm to 6am
Cllr. A Pugh	Confirmation that Cllr. Pugh has sent a letter to St Eds following the request made at the public meeting.