

**Minutes of the Town Council meeting held in The Old School Community Centre at 7.00 p.m.
on Thursday 18 September 2014**

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

1 To consider the suspension of standing order 1 (M) pending approval of amended standing orders following the enactment of The Openness of Local Government Bodies Regulations 2014

No recording.

2 Apologies for absence – Cllr. Derek Blake, Keith Haisman, Margaret Godwin

3 To receive declarations of members' interests and consider requests for dispensation

None.

Section of the meeting open to the public:

4 Police Report – See attached

5 Public Participation – Mr Hurrell referred to a letter sent to the Chairman and expressed his disappointment that the Chairman had not responded directly. Cllr. Bishop explained that the letter had been forwarded to the Town Clerk and would be taken under the correspondence agenda item, as is the usual practice of the Town Council.

Mr Verguson read a prepared statement on behalf of a group of residents concerned about the selection of the Trustees for the Country Park. There is a wish by some residents to see the CVs of the Trustees-elect and concern that residents would not be able to elect the trustees. Mr Verguson expressed a wish for a democratic vote.

Mr Mison stated that as a trustee-elect, he wished to emphasise that his CV included helping to make the park 40 years ago. Mr Mison expressed concern that the behaviour of the group of residents speaking tonight was alienating the rest of the parish.

Mr Verguson explained that he did not mean to offend anyone and that he is not against individuals, but the process.

Mr Hurrell stated that he had been a Councillor for Clare Parish Council in the past and had left because he disagreed with the way decisions were made by the councillors then and is concerned that the current Town Council is following a similar path. Mr Hurrell stated that he has never received any correspondence from the Town Council asking him to be a Trustee or volunteer, but his neighbour, who was a councillor formerly, is currently a trustee-elect. Mr Hurrell expressed his belief that a decision about who is Trustee should not be made by the Town Council without consulting the public.

Cllr. Warmington responded to Mr Hurrell and said that he recalled some incidents with past Parish Councils but that the current Town Council has achieved a lot in the last few years and without them, the Town could not currently be in a position to take ownership of the park.

Cllr. Bishop responded to all points made in the public forum. He thanked the members of the public for their attendance and for sharing their views with the Town Council. He assured the meeting that no final decision has been made on the Country Park Trust and would not be until the Town Council receives legal advice, which is expected in the coming weeks. He explained that the key point will be whether the Trust fulfils the requirements of the Charities Commission. All decisions will be made in a public meeting.

Cllr. Bishop wished to clarify that at present, there are Trustees-elect, not Trustees. The CVs of the Trustees-elect are on the Country Park website and have been available since before the consultation exercise as well as in the library.

Cllr Bishop responded to Mr Hurrell that a number of items of communication regarding requests for residents to volunteer to be involved in the park have been delivered to all addresses in Clare.

6 County Councillor's Report – See attached report.

- 7 **Borough Councillor's Report** – See attached report.
Cllr. Pugh wished to respond to the matters raised by the public during item 3. He wished to point out that we live in a representative democracy. The nature of which is that we elect the representatives to make decisions on our behalf.
Cllr. Pugh also wished to highlight that there are currently some small structural changes taking place at St Edmundsbury Borough Council which should lead to improvements in some areas of current shortfall.
Cllr. Pugh gave his apologies for the next meeting.

End of public section of meeting

- 8 **To approve minutes of previous meetings held on 21 August 2014**
The minutes were approved unanimously.
- 9 **To receive an update on actions from the previous meeting**
The Clerk reported that all actions were complete.
- 10 **Clerk's Report** – see attached report.
- 11 **Finance**
i) **Presentation of monthly reports** – Cllr. Mallows proposed the adoption of the monthly accounts. Approved unanimously.
ii) **Decisions required** – None.
- 12 **Correspondence** - see attached report.
- 13 **Planning**
a) **DC/14/1400/HH – 28 Bridewell Street – Part single-storey, part 1½ storey side extension following demolition of lean-to.**
Cllr. Gryce recommended that the response be no objection. Agreed unanimously.
b) **DC/14/1348/LB and 1347/HH – 33 Callis Street – Demolition of two existing outbuildings and replacement with a new detached summerhouse for domestic use.**
Cllr. Gryce recommended that the response be no objection. Agreed unanimously.
- 14 **To receive items for decisions required by Town Council Committees and Working Parties**
Cllr. Gryce informed the Council that he has become a member of the Steering Group for Emergency Planning in Suffolk.
Cllr Gryce will be attending the Invasive Species meeting for the Stour Valley on 30th September.
Cllr. Gryce reported that he had attended the AGM of Suffolk Libraries IPS. He reported that the future looks secure for Clare Library.
- 15 **To receive agenda items for next meeting**
To receive an update on the precept.
To receive information on the Local Council Public Advisory Service from Jayne Cole.
- 16 **To confirm the date of the next meeting as Thursday 16th October 2014.**
Confirmed.

Clerk

The meeting closed at 7.55pm

Attachment to minutes – Item 3 – Police Report

There has been one crime in Clare to report:

- Theft from shop – a bottle of vodka was taken from the display in Co-op and taken from the store with no effort to pay. This occurred on the 1st September. The offender has been identified.

HIGHWAYS

Maple Hill Turbine

The County Council's highways team is happy with the two routes proposed by the developers for the abnormal loads associated with this development – which both avoid Clare.

The highways team examined the proposals and ordered trial runs which have been conducted successfully along both routes.

I am seeing the officer concerned for a final briefing tomorrow in which she will show me the video evidence of the test runs but I know she is ready to sign off the application to discharge this condition.

I gather materials are already on site and the access is being constructed.

It is obviously a great relief to know Clare will be spared the upheaval, interruption and risk of damage associated with this traffic.

That burden now falls on other communities that I represent.

There is a fair degree of scepticism among residents in Stoke by Clare, Stradishall and Hundon as to how these huge loads will be transported along narrow, winding roads but the professional judgement of the highways team, who were involved in rejecting the initial plan to bring the traffic through Clare, is that these routes are safe.

SCC highways is only able to refuse the routes for the abnormal loads on safety grounds. This development, whatever we think about it, is lawful.

Re-Surfacing programme

SCC and KMG are committed to completing the ancillary works in October but as yet I have been given no start date. I have asked Luke Barber, the KMG officer in charge of the design for the area where the bike racks are to be located, to contact Cllr Godwin. I gather he is on leave this week but I will chase him on his return to make sure he does contact her, and that the job is ordered and in the programme.

It is still the SCC plan to install bollards, as agreed, along Church Street and I believe Simon Curl is also thinking about a bollard by Boat House Mews.

I understand that it won't be possible to put bollards on the footway along Well Lane – it is too narrow. I note the letter sent to SCC complaining about the ineffectiveness of the slight raise in the footway along Well Lane. The difficulty is if we raised the lip of the footway further the water from the down pipes of the properties along Well Lane would not get away.

There are clearly different schools of thought about the new line marking going into Well Lane. We have had some feedback that it is an improvement but your letter would indicate you disagree. I have asked Simon to come and make a site visit.

HGVs

I am still awaiting your advice from the Bell Hotel evidence on the best day for the survey. I gather you say Monday or Friday – but please advise which you would prefer. It really is CTC's choice

Vehicle Activated Signs

There is a hiatus in processing applications. As a result of the terrible fatal incident at Lidgate, our health and safety team queried whether we could allow parishes to be moving signs and putting them on poles if it involved people using ladders.

These discussions all took place at officer level throughout August and were not referred to councillors – and I still don't know why.

Lucy Robinson, who headed the Environment, Economy and Skills directorate, which includes highways, left SCC at the end of July. The Chief Fire Officer, Mark Hardingham is now acting head of highways. He is, as you will understand, a man who knows about ladders and safety. I expect this issue to be resolved in the next week.

County Wide

Scams

Suffolk County Council Trading Standards has identified nearly 1600 Suffolk residents on scam mail company hit lists.

The list has been secured as part of a national trading standards project. These types of lists are known to be exchanged between scammers who use the names and addresses to target people with scam mail and scam telephone calls looking to extract money from them.

A variety of frauds have been used including fake lottery and prize draw wins, bogus psychic predictions, get-rich-quick investment cons and 'miracle' health cures.

Suffolk Trading Standards is contacting Suffolk residents found to be on scam mail companies hit lists.

These residents are being contacted initially by letter and offered advice from a Trading Standards Officer either over the telephone or via a home visit.

Anyone who is concerned that they or a friend or family member has been involved in a scam are encouraged to call the Citizens Advice consumer helpline on 03454 040506

Mary Evans, Clare Division, Suffolk County Council

Attachment to minutes – Item 7, Borough Councillor's report

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, Haverhill Area Working Party, and I Chair the Growth Steering Group and am a Board Member of One Haverhill. I attend Dedham and Stour Valley Area of Outstanding Natural Beauty Project Board Meetings. **My chief role is to ensure Clare and its residents have a voice at the Borough Council table.** I am also the delivery lead councillor for the Haverhill town Centre Masterplan. 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 have 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 - this is suspended but 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
 - None over the summer
2. Civic events/business
 - None
3. Meetings attended (excluding Majority Group meetings)
 - Cabinet Planning
 - Joint Cabinet Planning
 - Cabinet
 - Development Control
 - Ec Dev Briefings
 - Planning and Regulation briefing
 - One Haverhill re masterplan consultation process
 - One Haverhill Board
 - One Haverhill briefing
 - Haverhill Area Working Party
 - Sustainable Development
 - Site visits
 - Locality Officer meeting
 - Car Parking strategy meeting
 - Growth Group
 - Markets Development
 - Chief Exec (StEds)
 - TC Park Meeting
 - Head of Leisure briefing
 - Our BID for Bury Board meeting
4. Forthcoming meetings before next TC Meeting:
 - Joint Economic Portfolio Holders (SCC)
 - Babergh Economic portfolio holder
 - Others TBA
5. Voting record - recent items with some significance to Clare community:

I voted to approve Vision 2031.
6. Current Clare issues involvement/resident requests to take forward:

- various local planning queries
- tree belt discussions
- Clare Country Park Trustees
- other Locality budget items

More generally:

Like SCC, West Suffolk Councils working together are undergoing a small restructure with a view to improving service delivery in a few areas. The impact should be seen over the next six months or so.

I am also involved in:

- regularly monitoring the on-site performance at land East of the Granary
- the development of an Inward Investment Fact Pack for West Suffolk and the dissemination of a Six Point Plan for Jobs and Growth in West Suffolk
- transport and skills strategies as they affect West Suffolk
- innovation in rural transport solutions
- 3. better use of the mayor for Economic Development - re developer contacts

8. NEWS:

- still awaiting news on development re Planning Enforcement (imminent - still)
- I have initiated a West Suffolk-wide parking capacity review post Vision 2031, to begin next year

Many of these items will have further information provided at future Town and Parish Conferences.

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

Action:

I have prepared the request form for the road closure for the Remembrance parade, but cannot submit it until Suffolk County Council confirm that they will provide us with marshalling (requested weeks ago and chased frequently).

Information:

Reports of dog fouling have increased again – central locations, High Street, Station Road Callis Street – usually appears first thing in the morning. I have provided posters to 2 residents in Station Road for display in their windows.

Sheepgate Lane – Footpath on Clare Heights falling away into Sheepgate Lane: **3476112**

Planning decisions

DC/14/0308/HH Angel Barn - Erection of two bay oak framed garage (Resubmission of DC/14/0308/HH)

Application Approved

DC/14/1352/HH – Chilton Cottage, Snow Hill – Construction of Front Porch - **Application Approved**

Attachment to minutes – Item 12, Correspondence:

Items for action

(all circulated to Town Councillors)

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(all circulated to Town Councillors)

Bob Verguson	Clare Castle Country Park – Election of trustees Draft circulated in advance – approved unanimously.
Bob Verguson	Clare Castle Country Park – Trustees interviews Draft circulated in advance – approved unanimously.
Jim Hurrell	Clare Castle Country Park – Election of trustees Draft circulated in advance – approved unanimously.
Stephen Kimminau	Clare Castle Country Park - legally enforceable protection Draft circulated in advance – approved unanimously.
Clare Rainbows	Request for fundraising cake stall on Market Hill on 11 th October. Recommended alternative date of 18th October due CLASP sale. Approved unanimously.

Items for noting

(copies available from the Clerk on request)

Anglian Water	Response to our letter regarding an uncapped access point in the Country Park.
Suffolk County Council	Roadside Nature Reserve is to be cut by SCC this month. The sites are 43m long on the south side of Chilton Street and on the east side of Maple Hill - protecting Chalk flora and Bee orchid. This to be noted on response to Wind Turbine application.