

**Minutes of the Town Council meeting held in The Old School Community Centre at 7.00 p.m.  
on Thursday 21 June 2012**

Present: Cllrs. Keith Haisman (Chair), Alan Parsley, Phil Gryce, Gayle Mallows, Keith Mison, Margaret Godwin and  
Peter Phillips, Leslie Warmington  
Clerk, Claire Ebeling

**1 Apologies for absence** – Cllr. Derek Blake and Borough Cllr. Alaric Pugh

**2 Register of members' interest** – None

*Section of the meeting open to the public:*

**3 Police Report** – None

**4 Parishioners' question time** – No questions.

**5 County Councillor's Report** – Cllr Midwood reported that she had been to see plans for the solar panel farm in Stradishall and that the plans include new permissive footpaths.

Cllr. Midwood also reported that the Abberton Scheme (to enlarge the Abberton reservoir) has created a pipeline running from Denver Sluice in Norfolk through the south western corner of Suffolk, to join the Essex section. The pipeline has also been beneficial in stabilising the river level.

Cllr. Midwood attended the first full Council meeting on 26 May with new County Council Chairman Jeremy Pembroke.

In Clare, Councillor Midwood met with the Town Council Highways Committee and Simon Curl from Suffolk County Council to discuss the impact study which has been confirmed with take place in Clare shortly.

**6 Borough Councillor's Report** – Cllr. Pugh sent his apologies and a report (circulated). See attachment to the minutes.

*End of public section of meeting*

**7 To approve minutes of previous meetings held on 17 May 2012**

The minutes were proposed by Cllr. Mison, seconded by Cllr. Parsley and approved unanimously.

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

The Clerk confirmed that the actions had been completed.

**9 Clerk's Report** – See attachment to the minutes.

**Clerk**

**10 Finance**

The monthly accounts and cashflow report were proposed by Cllr Warmington, seconded by Cllr Gryce and approved unanimously.

**11 Correspondence** - see attachment to minutes

**Clerk**

**12 Committee Reports - for decisions required**

a) **Environment Committee** – minutes of 6 June 2012 were circulated.

Cllr. Parsley requested that the Terms of Reference be ratified. Approved unanimously.

- b) **Planning Committee** – No minutes available as yet, meeting took place on 20<sup>th</sup> June 2012. Cllr. Mallows reported that Terms of Reference were at first draft stage, to be ratified at the next meeting and that the Committee is working on action plans in line with the 4 Year Plan.
- c) **Finance Committee** – Minutes of 12 June were circulated.  
Cllr. Warmington reported receipt of a Section 137 request from a parishioner regarding financial support for a street collection for St Nicholas Hospice. Finance Committee proposes a £100 contribution to cover room hire and refreshments on the day. Proposed by Cllr. Parsley, seconded by Cllr. Mison and approved unanimously.
- d) **Highways Committee** – minutes of the meeting held on 29 May 2012 were circulated.  
Cllr. Phillips reported that Suffolk County Council has approved an impact study to be carried out in Clare. Also that the first meeting of the footpath group had taken place and new members would be very welcome.
- e) **Community Committee** – No meeting has taken place.

### 13 Planning

- a) **SE/12/0461/FULCA – Land East of the Granary, Stoke Road, Clare**  
A response has been drafted and sent to St Eds, to be ratified at this meeting. Cllrs. Mallows and Godwin were thanked for their work on this. The response was proposed by Cllr. Mison, seconded by Cllr. Godwin and approved unanimously subject to additions being sent to St Eds (together with a copy of the 4 Year Plan as a supporting document) as follows:
  1. There should be a broader mix of housing more in line with the demographics of Clare as demonstrated by the last census and the Clare Community Plan, including lifelong homes.
  2. The design should more in keeping with the street scene.
  3. Clare Town Council would like to meet with Anglian Water and the Environment Agency, when their reports have been received, to understand better the challenges which are evident in the proposals for clean and foul water management.
  4. There should be more conservation and sustainability measures on the site, particularly solar panels and rain water harvesting.
  - 5 Clare Town Council would like clarification of the location and route of the 3 metre wide footpath/cycleway.
- b) **Applications received by the Clerk between publishing the agenda and this meeting**  
SE/12/0718/HH – 1 Chilton Hall Cottages – (i) Erection of cart lodge and (ii) construction of new access with dropped kerb. No objections, approved unanimously.

### 14 Items for the next Chevron

The next edition will be published during the first week in July and the contents will include a report from CYAC, HGVs and the impact study, request for volunteers to join the footpaths group, an update on the Country Park, a report from the Youth Club and details of the Olympic Torch route.

**Cllr. Mallows**

### 15 To consider an application from CYAC for the BMX Track

Cllr. Godwin reported that the paperwork to finalise the BMX Track has not yet been completed and has been passed to the CYAC Committee to complete. The Town Council is happy to offer assistance to move this forward as quickly as possible.

**Clerk**

### 16 To discuss lessons learned regarding the Jubilee celebrations

Cllr. Haisman proposed a vote of thanks to Cllr. Gryce for organising the Jubilee events, which went very well. The tea party was very successful. The Clerk will write to the Scouts and CYAC to thank them for their help.

Jubilee mugs have been given to the Primary School and Pre-School. Cllrs Gryce and Parsley

**Clerk**

have today judged the ‘If I were King or Queen..’ competition at the Primary school and presented the winners with their book token prizes (Cllr. Gryce to obtain confirmation that Lloyds TSB will donate the prizes).

**Cllr. Gryce**

- 17 To receive an update on community matters (*in camera item*)**
- 18 To receive agenda items for next meeting**
- BMX Track
  - Code of Conduct (if new version available from SALC)
  - Achieving Quality Standard for Town Councils
- 24 To confirm the date of the next meeting as Thursday 19 July 2012.**  
Confirmed.

The meeting closed at 9.16pm

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## Attachment to minutes – Item 3, Police Report:

### Countywide issues

#### Performance & Public confidence

- **Suffolk is a very safe county. Crime levels, based on our end of year figures (2010/2011), show that crime levels have reduced for the 5<sup>th</sup> year in succession, meaning levels are at their lowest for a decade.**
- **National Confidence Measure** - British Crime Survey figures show that to December 2010, 54% of people believe that the police and local councils are dealing with the crime and ASB issues that matter in their area, putting Suffolk at 10<sup>th</sup> nationally for this measure of confidence.
- 92.3% of people feel safe where they live, the highest level for over two years (*rolling 12 months to March 2011*)
- 70.3% of people think we are tackling the things that matter in their community. This is the highest level for 2 years.
- End of year figures show that ASB is down 8% overall, with rowdy and inconsiderate behaviour down 10%. This equates to over 2000 less incidents of rowdy and inconsiderate behaviour.
- We have attended over 90% of emergency calls with our 15-minute target time, which is a quicker target time than the national target of 20 minutes.

#### Finance

- Suffolk is a low cost force, but in line with police forces across the county, we are facing an unprecedented financial situation. We are facing a cut in funding of approximately £13.5 million over the next four years, based on current estimates.
- In order to deliver the financial savings required, the STEP (Strategic Transformation and Efficiency Programme) has been created to examine all aspects of how we deliver service, reducing unnecessary bureaucracy and improving value for money.
- The Constabulary is operating a recruitment freeze for both officers and staff, and the Business Support Review is in the implementation phase of creating shared support units with Norfolk Constabulary. This will provide collaborative support to our frontline services, achieving savings of an estimated £9.8million over 4 years.
- We are looking at new ways of delivering our local policing, constructing a new model that protects frontline policing, suits local demand and reduces supervisory and management roles.
- Our funding comes from two sources; government grant and council tax precept – Suffolk Police Authority froze this year's council tax at last year's levels in recognition on the economic pressures facing Suffolk residents.

#### Priorities

- Our latest Three-Year Plan has been published, which has moved away from national targets and focuses on what matters to Suffolk, this is available to view at [www.suffolkpoliceauthority.org.uk](http://www.suffolkpoliceauthority.org.uk).
- The top priorities identified through our consultation with communities are violence in public, drugs, house burglary, robbery, speeding and ASB. These have been worked into our priorities for the coming year and dedicated work will be undertaken to address these issues.
- Following consultation with our communities and an assessment of operational and organisational risks, the priorities for the constabulary for the next three years are to aim to:
  - Reduce crime and ASB
  - Improve the satisfaction of those that use our services and the confidence of the public in policing
  - Sustain the financial stability of Suffolk Police

#### Estates

- The Police Authority is working closely with our local councils and other agencies to explore ways in which we can use our properties and estate more effectively and efficiently. For example, it has purchased premises with Suffolk County Council, which will allow ageing properties in need of multi-million pound refurbishment to be sold off.
- An initiative called the 'Single Public Sector Estate' (SPSE) has been launched involving many parts of the public sector across Suffolk. The vision for the SPSE is to create an estate that supports the whole of the public sector, where staff from any public or partner organisation can work. The group are now looking at areas around the county so see where we can work collaboratively in respect of property needs.
- Ongoing projects include placing Safer Neighbourhood Team (SNT) offices in fire stations, council offices and schools. Framlingham SNT now shares premises with Framlingham Fire Service, and other SNTs around the county are being considered for this kind of collaboration

#### Police and Crime Commissioners

- The coalition Government intends to introduce directly elected Police and Crime Commissioners (PCCs) to replace Police Authorities.
- Members of the public will directly vote for an individual to represent their community's policing needs, and the first elections are due to take place in May 2012.
- PCCs will be in place to ensure that police forces work to deliver value for money and that they are meeting local policing priorities.

## Local Issues and Actions

Since the last meeting on the 17<sup>th</sup> May 2012 there have been 3 crimes of note:

- Theft, Other – Theft of a car engine possibly for scrap
- Theft, Other – Theft of wallet
- Theft, from Motor Vehicle – Copper Piping stolen from a van

Please remember to call 101 to report anything that you feel is suspicious and/or notify your Neighbourhood Watch contacts.

The Priority Tasking Meeting was held on Wednesday 13<sup>th</sup> June 2012 in Ixworth. Our new priorities are:

- ANTI SOCIAL BEHAVIOUR – Caused by youths in Clare Country Park in the evening
- PARKING – Problems outside Kedington Primary School at the start and end of the school day
- SPEEDING – Vehicles in the area of Stour Road, Kedington and Cavendish Road, Clare

## Local meetings

St Edmundsbury Rural South Safer Neighbourhood Team has set up a public meeting to help decide priorities for the team and its partners to tackle in the local area.

These public meetings take place on a three monthly basis. Concerns will be fed back to the Safer Neighbourhood Team and partner agencies, which will look to provide solutions.

DATE: Wednesday 13<sup>th</sup> September 2012

TIME: 7pm

PLACE: Chedburgh Village Hall

We really need your input as members of the community and the voice of Parish councils - please come along or send someone to represent you.

**St Edmundsbury Borough Councillor's report to Clare Town Council**  
**Period: 16th May - 18th June 2012 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 parishioners 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](mailto:alaric.pugh@stedsbc.gov.uk)

1. Training undertaken since last report

- Customer Access
- Alternative energy planning

2. Civic events etc

- Meetings attended (excluding Majority Group meetings)
  1. RIBA debate on Housing Design at the Apex
- Development Control
- Borough Council Arts and Leisure Task and Finish Group - to which I have been newly appointed
- Suffolk County Council Annual Meeting

4. Forthcoming meetings before next TC Meeting

- Development Control
- Sustainable Development
- West Suffolk Strategy Group

5. Voting record - items with significance to Clare community

- none this month

**6. Current Clare issues involvement/resident requests to take forward**

- I continue to take an active interest in solutions for Clare Country Park and am pleased to have been a part of ensuring that the Police have now set its patrol as a local priority target
- I am happy to report that the yellow skip being used for residential waste in a conservation area, and the nuisance dog barking have now ceased to be problems
- I attended a meeting with the SCC Highways and the Chair of the Town Council Highways Committee
- I am involved in helping residents with a number of planning issues
- I have met with The Clare Society
- I have met with residents of The Granary
- I have supported CHOC's grant application
- I have held my first Saturday surgery in the Library.

I have to give my apologies for being unable to attend June's Town Council Meeting as I will be involved in the Civic activities related to Mayor-making at St Edmundsbury, please don't hesitate to let me know about anything that arises that might need my attention.

## Attachment to minutes – Item 14, Clerk's Report – June 2012

### Action:

- Request for letter of support to adopt the Planning Applications (Appeals by Town and Parish Councils) Bill to give more power to Local Councils. **Approved unanimously, Clerk to write in support.**

### Noting:

- I have obtained details of the maintenance tasks carried out in Clare by St Eds. I hope to be able to liaise with the contact at St Eds to obtain more details (areas for grass cutting etc) and work together with the Street Wardens to ensure that the whole of Clare is clean and tidy.

### Reported issues

#### Update on previously reported issues

- Bridewell Street Telegraph pole – UK Power Networks have put a replacement pole in place and the old one has been removed (and recycled – ref K Mison).
- Dangerous tree at Daneum Holt has now been removed.
- Damaged Street name plate at Highfields has been replaced,

#### **Borough planning decisions:**

SE/12/0176/FULLB and 0177/LB – Chilton Lodge Farm, Chilton Street – Conversion of barns to form 2 dwellings, erection of 2 cart lodges, alterations to vehicular access– **Approved**

SE/12/0462/FUL – Leys Farm, Hundon Road, Stoke By Clare – Installation of ground mounted solar array– **Approved**

SE/12/0427/HH – 40 Highfield – Erection of single storey side extension – **Approved**

SE/12/0525/HHCA – 8 Boat House Mews, Nethergate Street – Erection of single storey side extension, provision of 2 dormer windows to rear elevation in association with loft conversion – **Approved**

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

**Items for action**  
(all circulated to Town Councillors)

Olive Smith	Main notice boards need to be changed from 'Parish' to 'Town' <b>No need, signs will show historic name.</b>
Nigel Partridge	Resignation from Action and Monitoring Group Clare Community Plan <b>Clerk to write to NP to thank for contribution. Cllr. Phillips to arrange for formal declaration of group being dissolved and encourage former members to become Committee lay members.</b>
SEBC	Textile Recycling Scheme <b>Unanimous support</b>
Kernos Centre	Donation request <b>Confirmed as Section 137 request to be processed by Finance Officer.</b>

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

Christina Glover	Tree planting on Market Hill response
Christopher Shields	Illegal happenings – Neighbourhood Watch – update from PCSO
CHOC report	Success of open day
Rob Sippitt	Email to Clerk re concern about horse on highway
Pippa Smith	Christmas Lights
Suffolk County Council	Clare Priory Bridge – notice of works