

# THE SAXHAMS PARISH COUNCIL

Minutes of the Parish Council Meeting held on 19<sup>th</sup> March 2024  
at St Andrew's Church, Great Saxham

**Present:**

Councillors: Mike Burt (Chairman), Helen Ferguson (Councillor), Gill Hicks (Councillor),  
Suzie Winkler (Councillor), Bob Jones (Councillor), Rosie Irish (Councillor)

Others: Ian Houlder (Borough Councillor)  
Two members of the public

1. Apologies:- Michelle Thompson (Clerk)  
Karen Soons (County Councillor)
2. Declaration of Interest: Councillor Winkler concerning an item under  
Correspondence relating to the Play Area Lease
3. Minutes of the Last PC Meeting 16<sup>th</sup> November 2023

The Minutes were approved by all and signed off by Cllr. Burt

4. Matters Arising from Minutes 16<sup>th</sup> November 2023

- **Great Saxham Playground – Update on Outstanding Issues**

The two jubilee benches are now fixed on paving slabs slightly further down the bank and consequently both safe and secure. The Parish Council are very pleased with the outcome and since a contractor working for George Gittus had completed the work the Clerk will write to thank the parties involved and offer to reimburse the costs incurred.

**Michelle  
Thompson**

The play area inspection report continues to flag some items at Medium risk due to rotted timber on various pieces of equipment. The supply company will make proposals on replacement after their own survey at a cost of £80+Vat so Cllr. Ferguson was asked to progress this. Subsequently, if new equipment is required, then Cllr. Houlder stated that there may well be the possibility of a Locality Grant towards the cost.

**Cllr.  
Ferguson**

The poor condition of the existing wooden benches (listed under 'moderate risk') continues to be monitored through the monthly Play Area Report by W.S. Council and the replacement of the feet will be dealt with once the new benches are in place.

Use of the Play Area by dog walkers is still problematic. Further discussion on signage and the problem of fouling to be discussed at the AVM in May.

**Michelle  
Thompson**

Signed

Chair

Date

- **Quiet Lanes**

The section of road in Great Saxham from Nutmeg Gates through to Hargrave Road has now been registered with the Suffolk Highways Safety and Speed Management department. They are currently looking into the process needed to designate new Quiet Lanes with the associated costs and so will come back to the Parish Council in due course.

**Cllr. Jones**

- **Village Sign for Little Saxham**

Cllr. Jones will continue his research into a village sign for Little Saxham and look into different areas of funding that might be available. An update will hopefully be provided at the next meeting.

5. **Police Report**

Cllr. Burt reported that there were no matters to highlight.

6. **West Suffolk Council – Report from Cllr. Ian Houlder**

Cllr Houlder briefed the meeting on the Western Way / Olding Rd development project which had now been paused. There would be re-investment in existing Leisure services and this postponement also meant reduced support for the Record Office remaining in West Suffolk and hence the move of Local archives to ‘The Hold’ as the main repository in Ipswich would take place.

Cllr. Houlder also advised on the procedure for determining Planning applications by West Suffolk Council Development Control Committee (DCC). Regarding the AJN Steelstock planning application, since both Risby and The Saxhams had filed objections, each Parish Council should be invited to speak at the Committee for an allotted 3 minutes. It is possible to communicate with the 16 members of the DCC in advance though some members might take the view that they would only listen to arguments on the day in determining their decision.

7. **Suffolk County Council – Report from Cllr. Karen Soons**

Cllr. Soons did not attend the meeting, but a report was provided (see Attached)

8. **AJN Steelstock proposal at a site off Newmarket Road**

The Chairman provided feedback on the open meeting with George Gittus and the management team of AJN which had taken place in Risby on 15<sup>th</sup> February. The paperwork concerning a Re-consultation had now been

received from West Suffolk Council with an expiry date of 28<sup>th</sup> March. In their re-submission AJN clearly believed they had provided adequate mitigation regarding all the issues that had been discussed at the open meeting. The Chairman highlighted the ‘Pre-Application’ response from officers which clearly states that the development is contrary to policy but that a ‘proportionate amount of mitigation’ including ‘green credentials’ will help to even out the scales when looking at the overall planning balance.

The Chairman suggested that the best approach would be to challenge the application on the basis that

- a) the application affects agricultural land with no development designation
- b) no matter how many mitigations are put in place there would always be an unacceptable loss of civic amenity caused by the day-to-day 24 hour operation of the site

The Chairman issued a draft response on this basis asking Councillors to consider and feedback by 23<sup>rd</sup> March so that a final submission could be made to WS Council by the deadline of 28<sup>th</sup> March.

**All**

The Chairman intends to attend the DCC to put forward the Parish Council’s views.

## 9. **Planning Applications Received since Last Meeting**

### **i. DC/23/0657/FUL**

Planning application - new steel storage, processing and distribution facility (use class B2) and associated development including highway and drainage infrastructure, parking, fencing and landscaping  
Land Off Newmarket Road Great Saxham Suffolk  
Applicant: AJN Steelstock,  
GEO.E.Gittus & Sons,  
Dencora Construction

*Pending*

## 10. Planning Applications Approved / Refused since last Meeting: -

### • **DC/23/1706/LB**

Proposal Application for listed building consent –

- a.** underfloor heating to proposed kitchen, dining and sitting area
- b.** internal alterations to ground, first and second floor
- c.** second floor staircase to replace existing
- d.** render on north elevation and render over white painted brick to the north east gable wall

- e. insertion of previously approved fenestrations including two French doors and roof light
- f. replacement of cement render on south and north gable and tower.

The Old Rectory  
 Hargrave Road  
 Little Saxham  
 Suffolk  
 IP29 5LH

Applicant:- Mr & Mrs Sealey

Status **Approved**

10. **Finance**

i. **Bank Reconciliation:-** Considered and approved by all.

ii. **Payments:-**

SO SCC Pension Fund Clerks Pension	£ 43.65
SO M Thompson Salary	£ 150.00
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SO M Thompson Salary	£ 150.00
SO Great Saxham Estate	£ 1.00
BT Clerks Expenses	£ 64.13
BT Annual Grant to Little Saxham Church	£ 100.00
BT Annual Grant to Great Saxham Church	£ 100.00

iii. **Additional Bank Account Signatory**

Cllr. Ferguson agreed to become a signatory for the Lloyds Bank Account. The Clerk will provide the necessary paperwork.

**Michelle  
Thompson**

iv. **Appointment of Internal Auditor.**

The Internal Auditor, Trevor Brown, may not be available for the forthcoming year so The Clerk was authorised to source an accredited Auditor via SALC.

v. **Financial Risk Assessment.**

This has been updated to take account of online banking and was approved by all.

vi. **Asset Register**

The Register has been updated to include the Jubilee benches and to remove some obsolete entries. This was approved by all.

Signed

Chair

Date

## 11. Correspondence

### i. Lease for the Play Area

A new lease is required to occupy that part of the Play Area on which the playground equipment is sited. There will be a notional rent of £1 per annum paid to the Great Saxham Estate. The Chairman was authorised to sign the new lease which will run for 3 years.

**Cllr. Burt**

### ii. Resignation of Cllr. Carolyn Hopkinson

Following progress with her house sale, Carolyn Hopkinson has now tendered her resignation to the Parish Council. The formal notice period to West Suffolk Council has now expired so the Parish Council is now able to Co-opt a replacement.

The Chairman expressed his appreciation for the diligent work that Cllr Hopkinson had carried out during her time on the Council. It was suggested and agreed that a John Lewis voucher for £25 be purchased by the Clerk and presented to her on behalf of the Parish.

**Michelle  
Thompson**

### iii. Co-option of an Additional Parish Councillor

Several candidates had contacted the Chairman expressing interest in joining the Parish Council. It was suggested that eligible candidates are invited to the AVM to meet Councillors and then a decision could be made subsequent to this.

## 12. Any Other Business

- Two planning matters had been reported to Parish Councillors
- a) 7 Twites Corner: a retail therapy business appears to be operating though the Parish Council is not aware of consent for this
- b) The Stables, Lower Farm: A Holiday Let appears to be advertised for long term tenancy which contravenes the Permission granted.

The Clerk will ask the West Suffolk Planning Officer to investigate these matters.

**Michelle  
Thompson**

- The road from Nutmeg gates through to Frizzler's Green is in very poor condition. SCC Highways will be asked to consider re-surfacing rather than fixing just potholes.
- The White gates marking the 40mph area through Great Saxham on the Barrow road are in poor condition and need refurbishment.

The Clerk will discuss options with Karen Soons / SCC Highways

**Michelle  
Thompson**

Signed

Chair

Date

## Village Events

Commemoration of 80<sup>th</sup> anniversary of D-Day. Women's Land Army event will be hosted at Great Saxham Hall on 19<sup>th</sup> June. Further information via The Stile.

### 13. Date of Next Meeting

Provisional date for Annual Village Meeting Weds. 22<sup>nd</sup> May at Great Saxham.

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