

THE SAXHAMS PARISH COUNCIL

Minutes of the Parish Council Meeting held on 16th November 2023 at St Nicholas' Church, Little Saxham

Present:

Councillors: Mike Burt (Chairman), Carolyn Hopkinson (Vice Chair), Helen Ferguson (Councillor), Gill Hicks (Councillor), Suzie Winkler (Councillor), Michelle Thompson (Clerk).

1. Apologies:- Cllr. Irish, Cllr. Jones
2. Declaration of Interest Nil
3. Minutes of the Last PC Meeting 13th Sept 2023

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

4. Matters Arising from Minutes 13th Sept 2023

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

The two new benches still need to be made more secure lower down the bank. Cllr. Hopkinson will progress this either with assistance from George Gittus or via another local volunteer. The Parish Council will readily pay for any costs involved.

**Cllr.
Hopkinson**

Cllr. Ferguson is assessing the overall condition of the existing Play Equipment with appropriate suppliers as there are several items of equipment where timber has begun to rot. The councillors requested that enquiries should be made into getting this equipment repaired or consideration given to replacements, if necessary. Cllr. Ferguson is to look into this with the possibility of acquiring a Locality Grant.

**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.

- **“The Stile” Newsletter – numbers required for Great and Little Saxham**

The Clerk has been corresponding with Risby Village Hall Charity to make sure the Parish Council is billed accordingly and a new invoice was issued for the corrected number of 120 (at a discounted rate for the current year only) of £4.50.

**Michelle
Thompson**

- **Speed Limit Feedback from S.C.C. on extension of 30 mph Limit**

Signed

Chair

Date

Since expressing an interest in having “Quiet Lane” signs in Great Saxham from Nutmeg Gates through to Hargrave Road in order to encourage lower speed, Cllr Burt has been making enquiries along with the assistance of Councillor Karen Soons.

Cllr. Burt

This section of 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.

- **Road Closures: New Gas Pipeline for Direct Table Foods**

An update by Cllr Burt was given outlining that repairs continue to take place along the road to the Cattery in Little Saxham and that the final stages of the pipework will be completed on Honey Hill resulting in a further 2 week closure of the road.

Unfortunately, it was reported that the Parish Council have had no luck with Direct Table Food in gaining any compensation for the inconvenience caused by the road closure. Cllr. Jones will look into this once more.

Cllr. Jones

- **Electric Charging Point – Great Saxham Layby**

Cllr. Hopkinson has contacted Anglian Water, the owners of the Lay-by at Twites Corner and they have made it clear that the space must be generally available for their maintenance vehicles. Councillors agreed that there seemed to be no benefit to the village from the introduction of a Public recharging point and so this does not appear to be a viable project.

- **Lodge Farm Development Little Saxham**

The listed farmhouse and adjacent farmyard had been sold in two lots to the same buyer and the Parish Council will continue to monitor the development plans closely.

- **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.

Cllr. Jones

- **Proposal AJN Steelstock at the site of Newmarket Road**

Cllr. Burt reported that he had made formal enquiries with West Suffolk Council Planning Officer Mr Gary Hancox in relation to the AJN Steelstock

Application. He was informed that they were responding to comments received and that an amended planning application would be submitted with a new Consultation Period, where we will be able to comment once more; with a decision being made early in 2024.

As suggested, the Council felt it would be beneficial to be able to correspond with residents, collect feedback and gain people's views on it and also with any future projects. The Chairman will prepare a bulletin to be distributed with the Stile which would cover current issues. The Parish Council have looked into making a GDPR registration under the Information Commissioners Office (ICO) as there will be a need to collect and hold individual email addresses and personal details. This would therefore be beneficial for the Parish Council as it would enable them to inform the Parishioners of the village about not only the above proposal but future projects and events. The ICO make an annual charge of £35 for payment by Direct Debit which was approved by Councillors.

Cllr. Burt

**Michelle
Thompson**

- **Chestnut Tree at Twites Corner**

Further enquiries had been made by Cllr. Hopkinson and it appears that the land is the responsibility of Anglian Water. They have since been out to inspect the trees and have appointed a contractor to cut them back. The Council thanked Cllr. Hopkinson for her efforts in finally establishing ownership.

- **Barrow cum Denham Neighbourhood Plan**

Barrow cum Denham had published their draft Neighbourhood Plan. Based on previous comments made by the Saxhams Parish Council regarding housing developments in Barrow, Cllr. Burt has recorded the following comments in regards to the consultation for the Neighbourhood plan

The Barrow Neighbourhood Plan must stress that expansion of this Key Service Centre is supported by appropriate upgrades to facilities and infrastructure so that neighbouring villages such as Little Saxham and Great Saxham are not unfairly impacted. Specifically the Primary Healthcare Centre and Barrow CEVC Primary School capacity must increase in line with the proposed developments.

The Neighbourhood Plan focuses residential development to the South of the village thereby requiring negotiation of a traffic-calmed and congested route through the centre of Barrow to access the A14 J40 to travel East or West. Further consideration should be given to expanding the settlement boundary to the North of the village to allow housing allocation adjacent to the School to overcome this problem and reduce traffic flows that will impact on other local villages.

5. **Police Report**

Signed

Chair

Date

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

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

Cllr Houlder did not attend the meeting and no report was provided

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

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

8. **Planning Applications Received 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

The Councillors discussed the application concluding that the work proposed would not adversely affect the Old Rectory and that a response of “No Comment” on the application was appropriate.

9. **Planning Applications Approved / Refused since last Meeting: -**

- **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,

Status as itemised earlier under Matters Arising

10. **Finance**

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

ii. **Payments:-**

SO SCC Pension Fund Clerks Pension	£ 37.83
SO M Thompson Salary	£ 125.43
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SO M Thompson Salary	£ 125. 43
BT McGregors Grass Cut	£ 348. 00
BT CAS - Web Hosting	£ 60.00

iii. **Budget and Precept 2024/25**

The Budget was set and agreed. The Parish Council agreed to keep the Precept at £6,500.

iv. Following the NALC pay settlement backdated to April 2023 the monthly Standing order payments for the clerk's salary would change from 15 Dec to

M Thompson	£150
Suffolk County Council	£43.65

With one off payments for arrears for	
M Thompson	£196.56
Suffolk County Council	£46.57

11. **Correspondence**

Grass Cutting

The quotation for Grass Cutting for the 2024 season included an increase of £5 per cut for the Play area but no other changes so the Parish Council agreed that McGregors should continue for the year 2024.

Parish Reserve Account – Lloyds Bank

The Council discussed the possibility of opening a Reserve Account. This is being looked into with the Chairman. All agreed. **Cllr. Burt**

Policies

Standing Orders, and Code of Conduct are to be adopted from NALC models. **All Agreed**

The Financial Regulations will need to be updated and will be approved along with the Risk Assessment and Fixed Asset Register at the next meeting.

Honey Hill Road – Little Saxham

Cllr. Hicks reported that she had been asked to mention that there is a lack of white lines in the road around the corner near Church Cottages in Little Saxham. Cllr. Burt also spoke about the road leading up from Honey Hill to meet Bury Road, which has just been repaired, but unfortunately there are no “Giveaway” signs to indicate which vehicle direction has access. These matters to be reported to SCC Highways and highlighted to County Councillor Karen Soons at the next meeting.

12. Any Other Business

There was no further business and the meeting finished at 8.35pm.

The next Parish Council Meeting is T.B.A towards the end of February on a date suitable for the majority of Councillors.

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