Butley, Capel St. Andrew & Wantisden Parish Council

Neutral Farm House, Mill Lane, Butley, Suffolk. IP12 3PA

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Chairman: Cllr David McGinity, Parish Clerk: Jo Peters

**Minutes of the Parish Council meeting held on Thursday 9th September 2021 at 7:45pm in Butley Village Hall**

Present: Cllr David McGinity (Chairman)

 Cllr Sarah Brown Cllr David Adlam

 Cllr Jean Dean Cllr Richard Bertram

 Cllr Caroline Read

In attendance: Jo Peters, Parish Clerk and District Cllr James Mallinder. There was 1 member of the public present

**1. Open Public Forum**

***(Public Question Time - Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public, whilst welcome to attend, may not take part in the meeting itself)***

A member of the public requested the apology received by the Council in respect of a recent noise occurrence was read out. The Chairman confirmed all apologies received had been circulated to councillors and read out the apology received from the individual that had recently hosted a birthday party at Crag Pit, Chillesford, as requested. The member of the public stated he had not attended this meeting to apologise for the individual who had held the party and advised he would never have allowed this party to go ahead if he had known how much of a disturbance this would have caused to residents. He stated that he was aware an email had been circulated by the Chairman of the Council suggesting that he had been aware there was drug use at the party and kindly asked for these comments to be removed from any official emails. The Chairman assured the member of the public these comments would be removed. Finally, the member of the public stated he wished to thank an elderly resident from Butley for their kind email making him aware they were kept awake by the noise but realised the young had suffered hard times dealing with the strains of the pandemic. The Chairman thanked the member of the public for his comments.

**2. To receive Apologies for Absence**

 Apologies were accepted from Cllr Cullum. Cllr Mike Ross was absent.

**3. To Receive Councillors Declarations of Interest**

The Chairman declared a non-pecuniary interest as he is a member of Butley Village Hall Management Committee and Butley Parish Charity. Cllr Read declared a non-pecuniary interest as she is a member of Butley Village Hall Management Committee and Butley WI.

 **(a) To Consider any Dispensations**

 None received.

**4. To receive reports from:-**

**County Cllr Andrew Reid**

Apologies had been received from County Cllr Andrew Reid. A written report had been submitted and circulated to all councillors prior to the meeting.

**District Cllrs James Mallinder**

District Cllr Mallinder had sent a written report prior to the meeting. This had been circulated to all councillors. He reported on recent events he had attended and confirmed these had all proved to be very enjoyable. He advised the filming at Bawdsey had been causing some problems and confirmed ESC had asked the producers to leave the land as they had found it. District Cllr Mallinder reported on the ditches to stop visitors parking on the road leading up to Shingle St and advised these ditches had been there for over a year and confirmed he had also been contacted by the EADT in respect of this matter. He advised he had recently met with the landowners at Ramsholt regarding the new parking regulations and signage but this meeting had not proved to be successful and therefore this matter had now been referred to Planning Enforcement. Finally, District Cllr Mallinder advised he had introduced a paper to ESC’s recent Cabinet Meeting for all refuse trucks fuel to be converted from diesel to decarbonated vegetable oil to which he provided details and confirmed had been approved. The Chairman thanked District Cllr Mallinder for his report. The Chairman advised he had received complaints regarding the recent changes to the green bins. District Cllr Mallinder provided clarification on items that were not allowed to be placed within the green bins.

**5. To approve the draft minutes of the Parish Council meeting held on Thursday 8th July 2021 in Butley Village Hall**

 The draft minutes had been circulated to all councillors prior to the meeting. These were **Unanimously Proposed** for **Approval** and were signed by the Chairman as a true record of the meeting.

**6. Matters arising from the Parish Council meeting held on 8th July 2021**

 The Chairman reported issues relating to the blocked track at High House Cottage had now been resolved.

**7. Parish Clerk’s Report**

 The Parish Clerk reported she was in the process of arranging for Bannisters to attend a site visit at the Village Hall to provide costings for a Hearing Loop which could be funded by ESC’s Community Partnership Fund. She advised she had reported all the highways issues raised at the last meeting to Suffolk County Highways and confirmed she had been informed the faded 30mph road sign on the approach to the village would be replaced within the next 2 weeks. She advised she had also recently reported a cable being exposed at Short Walk and Suffolk County Highways had confirmed they had referred this matter to their utilities dept.

 The Parish Clerk suggested her partner who is an engineer would be willing to refurbish the noticeboards at Capel St Andrew and Butley for a reasonable charge. It was agreed Mr Aaron Rose should put in a quotation for both noticeboards for circulation.

**8. Parish Council Matters:-**

 **8.1 – Matters relating to Highways**

 **Mill Lane site visit** – The Parish Clerk confirmed she had now received some dates this visit could be carried out via County Cllr Reid. It was agreed the Parish Council would request this meeting to be carried out on Thursday 16th September 2021 at 1:00pm. **Action – Parish Clerk to inform SC Highways**. Cllr Read made enquires regarding Quiet Lanes and stated she still felt Mill Lane should have a 20mph speed limit. The Parish Clerk suggested a Traffic Regulation Order (TRO) could be used from CIL monies received to possibly look into implementing these changes.

 Cllr Dean confirmed new drains had now been installed at Capel St Andrew but due to the road not being levelled off after this work the rainwater was not running into the new drain. The Chairman confirmed he would raise this matter at the meeting to be held on 16th September 2021.

 **8.2 – Noise/disturbance** – The Chairman reported there had been two recent occurrences, 1 being at Butley Barns and then the most recent one at Chillesford. He confirmed the sound from the Chillesford event was heard/travelled for 10 square miles. He advised a £500 donation had kindly been given to Butley Village Hall from the owners of Butley Barns in respect of their recent noise disturbance. The Chairman asked District Cllr Mallinder what the Council could do to stop these disturbances when they were occurring going forward. District Cllr Mallinder advised the Council they should call the Environmental Health Officer and the police and urged them to also write to the landowners. Cllr Dean provided details regarding the complaints that had already been logged with the Environmental Health Officer in respect of these events and suggested the member of the public who attended tonight’s meeting should be asked for permission for the apology letter read out from the individual who held the party at Chillesford to be published within the newsletter. She also suggested the Parish Council should formally respond to the member of the public who attended confirming that no further action would be taken by the Parish Council.

 **8.3 - Pigs on field – Hillview/Short Walk** – The Chairman stated 4 years ago a

 similar issue had occurred and the Parish Council had contacted Dingley Dell and

 the Environmental Health Officer at ESC. Cllr Read gave details regarding when the

 pigs were sited down the Chillesford end of Mill Lane and stated it was not the muck

 that was the problem but it was a maintenance issue. Cllr Brown advised the land

 should be cultivated when pigs are moved. The Chairman suggested the local

 resident who had complained should be assured the Parish Council would monitor

 this matter and assist in contacting Dingley Dell, if necessary for a better solution.

**8.4 - Village Hall parking** – Cllr Read provided details regarding a new scheme to

be brought in whereby car park users who were not using the hall could make a small

donation of £1 to park and confirmed a sign would be erected to this effect.

**8.5 - Flower Show** – The Chairman confirmed since the article recently placed within

 the Newsletter 3 volunteers had come forward to assist but a leader to coordinate

 this event was still required. It was suggested a further article should be placed within

 the Newsletter advertising for a leader.

**8.6 - Graveyard grass cutting** – The Chairman confirmed HM Hollesley Bay were now providing community work for grass cutting and they were carrying out a great job.

**8.7 - Fireworks - Prior notification** – The Chairman suggested if fireworks are to be

let off he felt a polite notice could be put on Nextdoor or sent out via the Newsletter.

District Cllr Mallinder suggested an article should be placed within the next newsletter

to which he advised he could provide some wording.

**9. Planning**

 **New Applications (to be considered at this meeting)**

None received

 **Update on existing applications:-**

**Planning Ref: DC/21/0580/FUL**

Proposal: Change of use from long term residential rental accommodation to short term Holiday Let.

Address: Butley Abbey Farmhouse, Abbey Farm Lane, Butley.

The Parish Council had **No Objections** to this application. This application has been **Granted** by ESC with 3 Conditions.

**Planning Refs: DC/20/5260/FUL & DC/20/5261/LBC**

Address: Butley Abbey Farm, Abbey Farm Lane, Butley

Proposal: Redevelopment of Redundant Agricultural Buildings to 2 no. Holiday Lets, Events Centre, Manager’s Accommodation & Office Accommodation. Includes erection of 1 no. Holiday Let & erection of Cart lodge & Store infill.

Repairs and alterations to existing buildings. Construction of ancillary car parking for all uses & footpath connections to Butley Priory. Outline Application: 2 no. two storey infill dwellings.

The Parish Council did not support this application. No decision has been made by

ESC to date. It was agreed District Cllr Mallinder and the Chairman would attend the

Planning Committee meeting at ESC in respect of this application, once scheduled.

**9.1 – Rendlesham Forest Project Presentation update**

The Chairman confirmed himself and Cllr Dean had recently attended an open day in

respect of this project. Cllr Dean confirmed the plans included expansion and

relocation of the car park with a coach area and a one-way system with an ANPR

system to be in place. She advised their main aim is to make the forest the centre to

which she gave details and reported the plans included some areas to learn through

play for school children. Cllr Dean confirmed there would also be a cafe, new toilet

facilities and a new play area and overall both herself and the Chairman were

impressed with the plans although the Chairman had suggested one of the play

areas should be close to the main car park to which they had agreed to take on

board. She confirmed they had not yet submitted a planning application for this

project but hoped to commence work in 2022.

**10. Finance**

 **Bank Balances as at 19th August 2021 (date of statement)**

Business Current Account - £4,297.90, Business Savings Account - £1,850.22

**Income received since the last meeting**

Nil

**Payments made since the last meeting**

Jo Peters Clerk’s Salary (August’21) - £129.64

Jo Peters (Printer Contribution) - £15.00

**10.1 - To approve items for Authorisation for Payment:-**

 Jo Peters Clerk’s Salary (September’21) - £129.64

 Jo Peters Clerk’s Salary (October’21) - £129.64

 Cllr David McGinity (Petrol & Mower Expenses) - £42.42

 HMRC (PAYE 6 Months) – £198.40

 The above payments were **Unanimously Approved** by the Council.

 **10.2 – Parish Council Insurance Renewal**

 The Parish Clerk gave details regarding the quotations received. The Parish Council **Approved** to renew with BHIB Ltd on a 1 year undertaking at the cost of £355.22. It was also agreed this payment would be included within the above items to pay. **Proposed by Cllr McGinity, Seconded by Cllr Adlam. All in Favour**. The Chairman suggested the Village Hall and Parish Council could possibly combine their insurance in the future.

**11.** **Correspondence**

 **11.1 - Festival of Suffolk 2022** – The Chairman provided details regarding an email received and advised he would not be attending this event. Cllr Mallinder confirmed next year an Oak Tree would be given to every Parish to commemorate the Queens Platinum Jubilee. It was agreed the Parish Council would think about a suitable location for this tree.

**12. Any other matters of report and items for the next meeting**

 None.

**13. Date of the next meeting**

The next meeting of Butley, Capel St Andrew & Wantisden Parish Council will be held on Thursday 11th November 2021.

There being no further discussion the Chairman formally closed the meeting

at 8:45pm

 Signed:……………………………., Chairman Dated:………………………..