

CASTLE CAMPS PARISH COUNCIL

PARISH CLERK: MRS MELANIE LAING
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MINUTES

FOR ZOOM MEETING HELD ON THURSDAY 10TH SEPT 2020 AT 7.30PM

PRESENT: Sue Herbert (Chairman), Terry Chapman, John Biggs, Cindy Smith & Roy Harper
In attendance: Melanie Laing (Parish Clerk) & 2 Parishioners

The meeting started at 7.37pm

1. Apologies and reasons for absence Cllr Hoddinott for work commitments & Cllr J Batchelor for annual leave.

Apologies were accepted

2. Approval of Minutes of meetings: Council meeting 14th July 2020, proposed by Cllr Herbert, seconded Cllr Smith. Minutes were signed. Planning meeting 6th Aug 2020, proposed Cllr Herbert, seconded Cllr Chapman. Minutes were signed

3. Declarations of interest. None

4. District and County Council items of interest. None

5. Parishioners' Question Time. Parishioners raised concerns over the latest notification they've received re Land off Bartlow Rd, and speaking to the site manager, stating removal of pumping station and properties are being built as houses not bungalows. Clerk to contact Planning Officer for clarification and arrange a separate meeting to discuss this application

6. Discuss and vote on Planning applications

6.1 Parish Council –

Reference	Address	Proposal
20/02853/HFUL	Harvest Cottage, The Green, High Street	Single storey rear extension
Decision	Cllrs all agreed to support this application	
20/1851/TTCA	Corner House, Park Lane	T1. Sycamore Maple-Crown reduction up to 2m T2. Silver Birch - Crown reduction up to 2m T3. Silver Birch - Fell. This tree is closely situated between T2 and T4 and is fighting for light. Removal will allow other trees to fill out evenly. T4. Silver Birch - Crown reduction up to 2m. T5. Cherry- Crown reduction up to 2m T6. Sorbus - Fell. This tree is overshadowed by Ash tree and struggles for light. T7. Apple -Crown reduction up to 2m. T8. Ornamental Cherry - Fell. This tree is situated between two other Ornamental Cherry. Remove to allow light and space for remaining trees to develop.
Decision	Cllrs gave no comment	
20/03285/HFUL	Owls Hoot, Homer Lane	1) Removal of an existing oil storage tank and replacement with a modern equivalent 2) Removal of an existing shed and erection of a replacement 3) Erection of a greenhouse
Decision	Cllrs all agreed to support this application	
S/4469/17/CONDA	Land South of Bartlow Rd (Orchard)	INFO ONLY Submission of details required by conditions 5 (Surface water Drainage) and 6 (Foul water drainage) of planning permission S/4469/17/OL
S/4299/17/CONDA	Land South of Bartlow Rd	INFO ONLY Submission of details required by condition 3 (Materials) of planning permission S/4299/17/RM

20/03641/S73	Land off Bartlow Rd (Saddlery side)	Variation of condition 1 (Approved plans) of planning permission S/4299/17/RM - approved landscaping plan to be changed - no longer require pumping station to reference the new Landscaping Plan.
Decision	To be rescheduled	

6.2 District Council

Reference	Address	Proposal	Status
S/4538/19/RM	Land South of Bartlow Rd (Orchard)	Addition of door and windows on Plot 5	Awaiting decision
S/3302/19/COND5 /3302/19/COND8	Park Farm, Haverhill Rd	Condition 5 Doors and windows Condition 8 Flues & Vents	Awaiting decision
20/02525/HFUL	Wayside Cottage, Haverhill Rd	Roof dormas to garage	Permission granted 28/08/20
S/3551/19/VC	Land off Bartlow Rd	Variation of condition 2 (Approved plans) of Planning permission S/4299/17/RM- Approval of reserved matters of appearance, layout, scale and landscaping following outline planning permission S/0415/17/OL for the erection of up to 10 dwellings	Withdrawn

6.3 Planning enforcement. None

7. Parish Tree Warden

7.1 Tree warden report - None

RH

7.2 Maintenance update for Oak tree on the Green – In hand

JB

7.3 Tree preservation order (TPO) on oak on The Green update - None

RH

8. Matters Arising – For information only

8.1 Parish lighting energy supplier switch – in hand

Clerk

8.2 Safer parking around school has been better recently due to the staggered start and finish time during COVID restrictions. Cllr Biggs will monitor

JB

8.3 Bartlow Road flooding. Cllr Herbert met with the waterboard and Nicola Burdon from Highways, test holes were dug and camera used to check current drainage.

SH

9. Matters for the council to discuss / vote on

9.1 Telephone Box levelling. No update

JB/Clerk

9.2 Community Highways Volunteer Scheme. No update

MP

9.3 £30 was agreed for purchase of poppy wreath and donation to Royal British Legion

SH

9.4 Hedge cutting needed along Church Lane. Cllr Herbert will approach resident

SH

9.5 Grass cutting contract. Clerk to get quotes

Clerk

9.6 Memorial is in poor state. Clerk to find out how to get repairs/grants and how to hand over ownership

Clerk

9.7 Pruning of tree near pond as 7.2 above

JB

9.8 Village maintenance hasn't been carried out to date. Arrange Village Safety Check and compile new list of maintenance required. Clerk to email Cllr Chapman with Safety log

Clerk

9.9 Hedge coppicing on Byway – Cllr Peirson not present

MP

10. Recreation Ground

SH

10.1 Sport England preliminary grant request – currently on hold

Clerk

10.2 Multisport surface cleaning. Cllr Chapman to obtain quotes and circulate before next meeting

TC

10.3 Annual Playground inspection has been carried and identified minor maintenance – in hand

SH

11. Finance

The Clerk

11.1 Receipts

Date	Payer	Item	Amount
13/7	P McKeown	Camps review Advert	£48.00
13/7	Suffolk oil Solutions	Camps review Advert	£84.00

16/7	Hardstat Ltd SW	Camps review Advert	£48.00
16/7	Rosewood Studio	Camps review Advert	£84.00
20/7	Alun Design	Camps review Advert	£48.00
3/8	B Bidwell	Camps review Advert	£30.00
6/8	B Bidwell	Camps review Advert	£30.00

11.2 Payments since last meeting

Date	Payee	Item	Amount
28/7	M Laing	Clerk wages Jul	£219.40
28/7	SCDC	Bin emptying	£162.00
28/7	Urban Sign Studio	Speed Watch area awareness signs	£225.60

11.3 Payments to be agreed

Payee	Item	Amount
Royal British Legion	Poppy Wreath	£30.00
M Laing	Clerk wages Aug	£219.40
David Bracey	Annual Playground Inspection	£144.00

11.3 Payment above proposed by Cllr Herbert, seconded by Roy Harper. All agreed

11.4 Account balances as of 31/08/2020

Maintenance	£671
Online account	£27,053
Sinking Fund & Grants	£11,234
Saver account #2	£191 (S106)

12. Clerks Items

12.1 The internal controls and account statements for the completion of 2019/20 Annual Return were agreed and signed

12.2 The accounting statement and exemption certificate were agreed and signed

13. Matters for next Agenda and Notes

Upgrade needed for Zoom or another platform

Cllr Chapman gave apologies for Planning meeting on 8th Oct

14. Date of Next Meeting: Planning – 8 Oct / Full Council – 12 Nov

Full Council in 2020/21: 12 Nov, 14 Jan, 11 Mar

Planning Committee in 2020/21: 8 Oct, 10 Dec, 11 Feb

Meeting finished at 9.22pm. Melanie Laing