

**Shimpling Parish Council**  
**Minutes of Meeting of the Council**  
**Monday 13<sup>th</sup> July 2020, 7.30pm via ZOOM remote conference.**

**Present:**

**Councillors:** Liz Brunwin (Chair) Katie Haselhurst, Mike Atkins, Colin Johnston Gerry Shrimpton  
**County Councillor:** Richard Kemp **District Councillor:** Cllr Stephen Plumb, Cllr Michael Holt  
**Clerk:** Stuart Palmer

1. **Apologies for absence:** Ken Rush, Nathalie Brown apologies received and accepted
2. **Declarations of Members Interest(s):**
  - a. **To receive disclosure of pecuniary and non-pecuniary interest(s) including gifts of hospitality in excess of £25:** Cllrs Brunwin and Haselhurst, made personal non-pecuniary interest disclosures regarding planning application at 13f in that they lived in the near vicinity of the development. Cllr Brunwin offered to take no part in the debate but remain present. As it would be impractical for every councillor who lived in the village to exit the meeting when planning applications were discussed it was proposed and resolved to continue with all present except Cllr Brunwin during the item and to note the interests.
  - b. **To consider requests for dispensation for the agenda item(s) under discussion:** None disclosed

**Public Participation session**

Two members of the public (MOP) attended. Nothing raised at this point.

3. **Approval of minutes of the previous meeting :** The minutes of the May meeting had already been reviewed and approved at the earlier AGM meeting.
4. **Chair's report:**
  - Shimpling Support Group still up and running although not so requests for help are now minimal. We are however aware that there are people who may need ongoing support because they are vulnerable or elderly and to that end, the PC are looking to help form a Good Neighbour Group to carry on the good work of the Shimpling Support Group.

Life really feels as if it is getting back to some sort of normality –

- The PC are delighted that our pub is now able to open
- The bus to Bury is now running on a weekly basis
- The play park has now reopened

I think we all appreciate these facilities even more having been deprived of them in the past few months. There is some concern that bus user numbers will be down because the majority of those using the service are vulnerable or elderly and that they may not feel confident enough to use this service at the present time.

The second dog waste bin has been installed on the corner of Gents Lane and Barnside. Our thanks go to Laurence Rooke for his help with this.

Sadly we will be saying goodbye to our Clerk, Stuart in September. I know that I speak for all on the Parish Council in saying how lucky we have been to have him in post for the past two years. He has done a fantastic job getting to grips with the intricacies of the role and has always conducted himself in a professional manner. Thank you Stuart. We will certainly miss you but wish you well for your future work in the voluntary sector.

5. **District Councillors report:** Cllr Stephen Plumb and Cllr Michael Holt gave the following updates:  
Shimpling PC Minutes 13/07/2020

- A briefing note was published by the District council on the 2<sup>nd</sup> Tuesday of the month and is available to the Clerk.
  - Discretionary Business Grants are available to support business rate payers through the pandemic.
  - Babergh District Council and West Suffolk Council have issued a Joint Statement on Climate Change
  - There was a celebration of Armed Forces Day across the district
  - Permission granted for 64 new homes in Boxford including 22 affordable homes.
  - The Safer Suffolk scheme is being promoted and especially to encourage people to continue to shop locally.
  - Plans for Sudbury Town Centre being reviewed following the COVID pandemic.
  - Local communities in the district set to receive £299,000 to support local projects including St Peters in Sudbury, a community venue in Chelsworth and play area in Newton.
  - Permission granted for 100 new homes to be built in Acton including 35 affordable homes.
  - Advice has been given on the re-opening of village halls.
  - CIL money is due to be collected once again.
- The Chair thanked the councillors for their update and their support on the planning issue to be discussed at 13f.

6. **County Councillors report:** Cllr Richard Kemp attended for the first part of the meeting and give this update.

- SCC continue to support communities through COVID19
- The Domestic Abuse Helpline is available 24/7
- Van, Trailers and Trade vehicles now allowed back at the recycling centres.
- Pupils are returning to school as confidence grows.

7. **Crime matters;** The new county wide newsletter available was dated June and is available online:

<https://www.suffolk.police.uk/your-area/snt-newsletters>

There is an opportunity to receive crime information via Police Connect. Go to [www.suffolk.police.uk/services/police-connect](http://www.suffolk.police.uk/services/police-connect) and register.

The Clerk read out some highlights but they did not impact on Shimpling.

8. **Public Transport:** The Chair stated that the bus service had now been restored but there seemed to be low use due to the COVID uncertainties.

9. **Village Hall**

- **Village Hall Committee** – There had been no meeting since the last PC meeting. The hall is due to re-open in September and there is a bid for the PC to help with this later in meeting. The PC has been passing on ACRE advice to the VHC. The PC resolved to ask to see the Risk Assessment completed to cover the reopening before the Hall is re-opened.
- **Accounts-** The audited accounts have now been prepared and are ready to be signed off.

**Action: Chair to write to the VHC to request to circulate the RA for re-opening the hall to members before it re-opens.**

**Action: Chair to ask VHC to ask the VHC to forward the Audited accounts to the PC by 13<sup>th</sup> September after they are signed off at their AGM on 7<sup>th</sup> September.**

10. **Responsible Finance Officer's Finance Report:**

10a) Internal Audit. The RFO presented the Internal Audit to the PC. There were 2 recommendations for improvement. These were transferred into an Audit Action Plan in the normal way to be agreed and monitored. The PC resolved to accept the audit and action plan. The External Audit procedures have been concluded with an application of self-certification sent to the auditors.

10b) This has been a quiet period with little outgoing. Leaving balances as follows:

Treasurers Account	£4015.12
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- e) DC/20/02127 - Gatefields Farm, Stanstead Road, Shimpling (Part In The Parish Of Stanstead), Bury St Edmunds Suffolk IP29 4HD – Erection of a cart lodge

One member stated that the application contained two different planning statements with very different sizes. A statement in both says that the dimensions are in line with nearby buildings. They cannot both be correct. Despite this members felt that the application should be supported, The PC resolved to support the application.

**Action: Clerk to send a letter of support to BDC**

At this point in the meeting Cllr Brunwin stepped aside as Chair as she would not take part in item 13f. PC resolved for Cllr Shrimpton to take the Chair.

- f) DC/20/02019 - Cromwell House, The Street, Shimpling, Bury St Edmunds Suffolk IP29 4HS – Erection of a cart lodge

One member updated the meeting that despite the Clerk applying for and being granted an extension to the consultation until 17<sup>th</sup> July, this application had already been granted. There was nothing that could be done on that application other than taking the BDC to Judicial Review. The Clerk and Chair had written letters of complaint to Philip Isbell, Head of Planning and escalated these matters to Babergh elected members when no reply was received. The Clerk had now received an apology from Mr Isbell and Mr Barker. However the decision stands. Members felt it was important that the PC's views on the application were placed on the record. Members stated that the documents supplied did not make an assessment of the intentions as clear as it ought to have been. Importantly, there is no scale drawing showing the proposed cart lodge beside the listed building. There is no statement of ridge height. This is a very important omission in the context of a listed building. There is no reference in the planning statement to the external staircase, which looks 'out of place'. Looking from The Street, that feature will be a visual blot. The width of the structure will be almost 8.5 metres. This is a substantial extension on the garage it is proposed to replace. Where the existing garage, for all its faults, was low and in line with the small eastern extension to the listed building, this new structure 'leaps up'. In terms of mass it is greater and extends right up to the boundary. So, this proposal means that the space between Cromwell House and the boundary is to be filled by a very large structure with only one small gap. Cromwell House is one of a cluster of listed buildings in this part of the village. It is important to us that the integrity of these buildings is not compromised by inappropriate additions or changes. The Suffolk Design Guide makes the following point: 'For the general observer the most important aspect will be the external appearance' and 'there should be an attempt to achieve some visual balance'. Members expressed concern that this proposal may compromise the setting of the listed building.

Members resolved to write to the BDC and object as above.

**Action: Clerk to send a letter of objection and improvement suggestions to BDC**

The PC resolved that Cllr Brunwin resume as the Chair of the meeting.

- g) Joint Local Plan

One member updated that there had been no movement since the last meeting. District Cllr Plumb advised that the JLP was due to be published in the Autumn.

#### 14. Covid19 Response

- a) The Chair proposed and the PC resolved to help the village set up a Good Neighbours Scheme to find a legacy from the support volunteers have provided during the COVID crisis.
- b) One member proposed a simpler wording to the agreed MOU resolved at last meeting for the COVID Emergencies Fund. This was resolved by the PC and will replace the original MOU.
- c) There were 3 applications from the fund; one from the PC and 2 from the VHC:

##### Claim 1

- Extra costs to the Parish Council include:
- Purchase of Zoom Video Conferencing/meeting licence £71.94
- 15 hours x £10.79 un budgeted extra work from Clerk £161.85
- Total to Shimpling PC= £233.79

#### Claim 2

• Extra Cleaning for Village Hall:	
• 365 Direct	
• 2 pod auto-cut paper hand towel dispensers @ £78.54	£157.08
• 2 Cases paper towelling rolls @ £20.21each	£40.42
• 2 Toilet paper dispensers @ £24.89 each	£49.78
• 2 x 24 toilet rolls for dispenser @£26.50	£53.00
• Beautiful Bows and Lashes	
• 3 x Sanitizer dispenser @ £23.98	£71.94
• Hydra	
• 4x hand sanitizer 5L @ £22.15	£88.60
• Amazon	
• 300 Disposable gloves food prep @ £8.92	£8.92
• 3 x100 multi purpose gloves @ £10.99	£33.97
• Kitchen pedal bin CW1355 @ £45.95	£45.95
• Wybone	
• 2 x 80litre eco sackholder pedal bins @ £ 87.99	£175.98
• Extra signage	£ 27.50
• Total	£752.14
• Extra cost cleaning per annum £216.00	£216.00
Total:	£968.14

#### Claim 3

- Claim for running costs of Village Hall including Water/Waste rates and Power
- No details of claim received

Claim 1; The PC resolved to transfer **£233.79** from the fund to the PC funds to cover extra costs

Claim 2: The PC resolved to transfer **£752.14** from the fund to the VHC to cover extra cleaning materials

The PC also resolved to pay for extra cleaning costs from March to September as a proportion of the £216.00 estimate on receipt of a breakdown of the claim over the 7 months.

Claim 3: The PC resolved to reimburse the VHC for utility bill costs from March to September 2020 on receipt of bills for that period.

#### 15. Textile Bank

This has been applied for and chased up by the Clerk.

16. **Correspondence Received:** One item received from NALC on the proposed new Code of Conduct for Local Authorities. The Clerk had circulated the consultation to members before the meeting including Babergh District Council's agreed response. The PC resolved to send an agreed feedback so members were asked to provide any feedback to the Clerk by 1/8/20.

#### 17. Urgent Matters to be brought to the attention of the council

One member raised the state of Footpath 7. This was discussed and it was resolved that the PC should write to Suffolk County Council to alert them and request remedial work.

#### Public Participation

The Chair opened up the meeting for public participation again. Nothing further was raised.

**There being no further business the meeting concluded at 9.25 pm.**