

COCKFIELD PARISH COUNCIL

Members of the Council:

You are hereby summoned to the **Ordinary Meeting of the Parish Council which will be held in the Village Hall on Thursday 27 February 2025 at 7.30pm** for the purpose of transacting the business below.

Members of the public:

Members of the public are welcome to attend the meeting and may address the Council, during the Public Participation Session, Item 15 on the agenda.

Reporting on Meetings

Except where members of the public have been excluded due to the confidential nature of the business, any person is normally able to film, photograph, audio record or use social media to report on meetings of the Council, including any public comment and/or questions.

AGENDA

- 1.. **To receive any apologies for absence.**
2. **To receive, from Members, any declarations of interest in items on the agenda in accordance with the Council's Code of Conduct.**
3. **To approve the minutes of the Ordinary Meeting of the Parish Council held on 23 January 2025.**
4. **To review progress on all outstanding actions from minutes of previous meetings.**

2022/178: Pavilion Balustrade: A second Contractor's quotation for a new balustrade is still awaited.

2024/066.4: Financial Regulations: The Group will make a proposal to a Parish Council Meeting before the AGM in May 2025.

2024/070.2.1: Greens Management: Cllr Brinkley to reinstate goal posts in their original position near the Pavilion for children to use.

2024/101.2.7: Parish Paths: Cllr Baber has inspected the footpath (which was the subject of a resident's complaint) and noted that SCC had placed temporary boarding over the footbridge, with SCC cones still in place for protection. Cllr Baber will continue to pursue the issue with SCC.

2024/116.2: Allotments: Cllr Levett with the assistance of one of the Plot holders, has laid weed proof membrane and fitted the interlocking paving slabs to about 60% of the path. Work will continue.

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2024/117: The Pocket:

The Clerk was asked to write to thank the Resident who has offered to cut the grass in the Pocket, free of charge.

2024/136.1: Playground: Cllr Knight confirmed that APL would be delivering and spreading the additional woodchip and undertaking the rectification of issues raised in the recent Annual RoSPA Safety Inspection on 24th and 27th January.

2024/141.1.6: Village Hall Car Park: The clerk had written to the Village Hall Management Group raising concerns about the wording of the VH Hire Agreements. The Chair of the VH Management Group to respond.

2024/144.1: Great Green Bootcamp: The Greens Working Group would review any impact of the Saturday morning Bootcamp on the Great Green on the Green in 4 weeks.

2024/153: Public Participation: The Clerk was asked to investigate costs to purchase a Grit bin, obtain permission from landowner to site the bin and how to get SCC to fill/refill the bin. **(See Agenda Item 10)**

2024/156: Vegetation Management: Cllr Morley to instruct S Bradnam to trim back vegetation around the pond on Great Green and to raise the canopies of 2 No. Oak trees and 1 No. Poplar tree in the Pocket.

2024/157: Jeffreys Green: Cllr Morley to instruct ADM Contracting Ltd to coppice and cut back trees along the riverbank in Jeffreys Green.

2024/158.2: 2025/26 Precept: The Clerk to submit Cockfield's 2025/26 Precept demand to BMSDC.

2024/159: Social Media Policy: The Clerk asked to upload the adopted Social Media Policy onto the Parish Council page of the website.

2024/161.1: Fencing: The Clerk was asked to write to the resident, explaining the Parish Council's decision to refuse her request for fencing around Great Green.

2024/161.2: Defibrillator at Cross Green: Following a resident's request for defibrillator coverage at Cross Green, the Clerk was asked to investigate the acquisition of a defibrillator and potential locations, including the soon to be decommissioned BT phone box (subject to its successful adoption by the Parish Council and the provision of a suitable power supply) and to submit a report to the February Parish Council Meeting. **(See Agenda Item 9)**

2024/162: Plough & Fleece: Following advice from SALC and a Clerk's briefing note on options available to the Parish Council to support the CVG, Cllrs asked the Clerk to seek further legal advice from SALC **(See Agenda Item.8)**

2024/163.1.2: Glebe Land: Cllr Levett to draft an advert in Green Links advising about the availability of Allotment plots in 2025. The Clerk was asked to issue a Community Broadcast and place an advert on the website.

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Cllr Levett to purchase additional weed suppressant sheeting to able the allotment footpath to be completed.

2024/164.3: Police/Fire: Cllr Cutting-Keyton was asked to request a visit from the Speed Camera team, following complaints of speeding from residents at Cross Green.

5. **Public Participation Session:** (15 minutes).

- 5.1 Suffolk County Councillor and Babergh District Councillor Reports.
- 5.2 Public comment.

6. **Planning:**

- 6.1 To consider any applications received which have been referred to the Parish Council:

DC/25/00324: Application for a Lawful Development Certificate for an Existing Use or Operation or Activity including those in breach of a Planning Condition. Town and Country Planning Act 1990 (as amended) - Confirmation that the existing lawful use of the site is agricultural: Land To The East Of, Sudbury Road, Cockfield, Suffolk **(No Consultation Response Deadline)**

DC/24/04252: Full Planning Application - Demolition of parts of listed building, erection of 1No self build dwelling, construction of new vehicular access to Howe Lane and installation of 2no domestic sewage treatment plants: Land At Elmers, Howe Lane, Cockfield, IP30 0HA **(Consultation Response Deadline: 14th March 2025)**

- 6.2 To note any Babergh District Council planning permissions/refusals received:

DC/24/05289: Application under S73 for the Removal or Variation of Conditions following grant of DC/24/03778 dated 16/10/2024 Town and Country Planning Act 1990 (as amended) - Erection of 5No. Dwellings - variation of Condition 1 (Approved Plans and Documents) for Plots 2, 3, 4 and 5 as per revised plans and schedule of amendments 2 Plough And Fleece Inn, Great Green, Cockfield, Bury St Edmunds Suffolk IP30 0HJ **(Decision: Planning Permission without Compliance of Conditions has been GRANTED subject to certain conditions)**

DC/24/04016: Full Planning Application - Siting of 4 no. glamping pods for overnight guest use, external decking areas, mown-grass footpaths, new pedestrian and vehicular entrances, permeable grass-grid track, parking & turning areas, storage hut, secure bicycle storage, recycling/refuse storage, package treatment plant and associated works. Land North East Of The Abbey Cottage, Windsor Green, Cockfield IP30 0LY **(Decision: Planning Permission has been GRANTED subject to certain conditions)**

7. **Finance:**

- 7.1 To receive a financial reconciliation report.

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- 7.2 To authorise Payments as presented and to note Income received.
- 7.3 To consider a proposal from the Greens Working Group that an application to District Cllr Clover be submitted for a donation from his Locality Budget of £308.33 + £61.67 VAT, total £370.00 to purchase a towable 150mm Fixed Grass Drag Harrow for use at Earls Meadow and Jeffreys Green.
- 7.4 To consider a proposal from Cllr Levett to renew the annual contract with OneSuffolk to provide a web hosting service, SSL Certificate and 10 No.Cockfield.org.uk email addresses for Cllrs and the Clerk for £405.00 and to purchase another email address for the Cockfield WI for £30.00 (Parish Council to be reimbursed by Cockfield WI).
- 7.5 To consider a proposal from Cllr Morley to accept a quotation from ADM Contracting to clear all cut vegetation/trimmings etc from Jeffreys Green, following coppicing of riverbank.
8. **Plough & Fleece:** To consider options available to the Parish Council to assist the Cockfield Village Group in the acquisition of the Plough & Fleece and relocation of the village shop and post office (Subject to receipt of legal advice from NALC, Briefing Note will be issued to Cllrs in advance of meeting).
9. **Defibrillator Coverage at Cross Green:** To receive an update and approve a budget to fund the adoption of a BT Red Phone Box at Cross Green, adopt the power supply and purchase and install a Defibrillator. (Briefing Note circulated to Cllrs in advance of the meeting).
10. **Grit Bin at Old Hall Lane:** To receive an update and approve a budget to fund the purchase of a Grit Bin to be sited in Old Hall Lane, subject to SCC's permission. (Briefing note circulated to Cllrs in advance of the meeting).
11. **Weekend Road Closures on A134:** To consider the Parish Council's response to the planned weekend road closures.
12. **Signage on A1141 approaching the Howe Lane junction:** To consider an estimate from SCC Highways to erect a warning sign on the southbound A1141 approaching Howe Lane. SCC Cllr Robert Lindsay has offered to fund 50% of the cost. (Briefing Note circulated to Cllrs in advance of the meeting).
13. **Maintenance Schedule and Asset Management:**
- 13.1 Maintenance Matters by exception:
- 13.1.1 Greens Management (including Bandstand)
 - 13.1.2 Glebe Land (including Allotments)
 - 13.1.3 Earls Meadow/Bruffs Line/Jeffreys Green
 - 13.1.4 Cemetery
 - 13.1.5 Playground
 - 13.1.6 Village Hall Car Park
 - 13.1.7 Parish Paths
 - 13.1.8 Pavilion (including Storage Shed)

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- 13.1.9 Bus Shelter
 - 13.1.10 Notice Boards & Benches.
 - 13.1.11 Village Sign
 - 13.1.12 Speed Indicator Devices
 - 13.1.13 Other Assets
- 13.2 Maintenance Calendar (Full review, February, June, October only)
To undertake full review of 2024/25 Maintenance Requirements for budget preparation purposes.
14. **Third Party Liaison:** By Exception, to receive any reports from lead members on matters which need to be brought to the attention of the Council and to take actions appropriate:
- 14.1 Suffolk Association of Local Councils (SALC) - Cllr Nic Knight.
 - 14.2 Highways and Emergencies -Cllr Cutting-Keyton/Cllr Levett.
 - 14.3 Police/Fire - Cllr Levett.
 - 14.4 BMSDC – Cllr Levett:
15. **Local Needs Housing:** To consider any matters – Cllr Morley
16. **Correspondence:** To consider the list of correspondence received and listed in the Correspondence Register (circulated to Cllrs in advance of the meeting) and to agree any appropriate actions.
17. **Matters to be brought to the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting.**
18. **Next Meetings:**
The next Ordinary Meeting of the Parish Council will be held on Thursday 27 March 2025 at 7.30pm, in the Village Hall.



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