

# EDWARDSTONE PARISH COUNCIL

Minutes of the Annual General Meeting of Edwardstone Parish Council held at Edwardstone Parish Hall on Monday 23 May 2022 at 7.30pm.

**Present: P Baker, D Williams, P Clarke, M Gibson, T Wood, R Jones (Clerk)**

- 1. Election of Chairman of the Council** – P Baker was re-elected as Chairman of the Council. Proposed by M Gibson. Seconded by D Williams
- 2. Election of Vice-Chairman of the Council** – D Williams was re-elected as Vice-Chairman of the Council. Proposed by P Baker. Seconded by P Clarke
- 3. Apologies for absence** – S Norman
- 4. Councillors' Declarations of Interests in any item on this Agenda** - None
- 5. Appointment of representatives, if required:**
  - **Babergh Area Committee of SALC** - None
  - **Boxford Community Council** - None
- 6. Minutes of the Meeting of 28 March 2022** – Approved. It was agreed that D Williams would try to source a sign for the Defibrillator to help draw attention to it and the possibility of having some external lighting to also help this was discussed.
- 7. To consider Planning Matters:**
  - 7.1. Planning applications received – DC/22/01971  
2 School Corner, School Green - Erection of a two storey extension and garage (following demolition of existing cartlodge, single storey lean-to, ground floor bathroom and adjoining stores).  
The Council had no objection to this application in principle, provided the development was sympathetic with the existing building.
  - 7.2. Planning decisions received – None
  - 7.3. Other urgent planning matters - None
- 8. Neighbourhood Plan Update** – M Gibson reported on the Neighbourhood Plan steering Group meeting held on 4<sup>th</sup> April. A copy of the report is attached as Appendix A
- 9. Highway & Footpath Matters**
  - 9.1 Footpath Cutting -First cut carried out by Garden Arbs. Evidence of insurance now provided.
  - 9.2 Footpath Leaflet – N Bristow no longer involved. Local walking group had taken over. In the process of providing pictures of points of interest.
  - 9.3 Any Other Highways & Footpath Matters – Chevron warning sign still not replaced on Sherbourne Street. Clerk to contact Councillor J Finch again.
- 10. Chairman's & Clerk's reports and correspondence**
  - 10.1 Enhanced Bus Partnership Passenger Working Group – The Council had been invited to join a group looking at Bus provision in the district. It was agreed that, as there was currently no bus service in the Parish, the Council would not be

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joining the group.

10.2 Nomination of Edwardstone Charities Trustees – A letter had been received from Edwardstone Almshouses and Other Charities regarding nomination of trustees of the Parish Council to the group. As this did not appear to have been something that had happened in recent years, it was agreed to invite the nominees to the next Council meeting to discuss.

- 11. Bus Shelter** – B Hurren had inspected the shelter and identified work that needed doing: ceiling sagging, barge boards rotting and painting required. It was agreed that he would meet T Wood, P Baker and representatives from the cadets to make a full assessment.

**12. Financial Matters:**

- 12.1. Statement of Finances & Orders for Payment - Approved
- 12.2. End of year accounts - Approved
- 12.3. Annual Governance Statement (s 1 of the Annual Governance and Accountability Return) – Approved and signed
- 12.4. Annual Accounting Statements (s 2 of the Annual Governance and Accountability Return) – Approved and signed
- 12.5. Renewal of Insurance from 1.6.22 – The Clerk had enquired as to the financial benefits of taking out a 3 or 5 year plan but the cost savings were minimal. In view of this, it was agreed to renew with Zurich Municipal on a yearly basis.
- 12.6. Applications for charitable donations – The following donations were agreed:
  - Edwardstone PCC - £600.00
  - Edwardstone Millenium Green Trust - £750.00
  - Edwardstone Parish Hall - £700.00
  - Boxford Playing Fields £ 300.00All donations to be paid in two equal amounts.
- 12.7. Annual increment to the Parish Clerk's salary w.e.f 1 April 2022 – It was agreed to approve the increase of the Clerk's Annual Salary by one spinal point on the National Pay Scale

**13. To set future Agenda Items**

**14. Date of next meeting – Monday 18<sup>th</sup> July 2022 at 7.00pm**

## Appendix A

### Neighbourhood Plan

#### Update

Since the last Parish Council meeting the Neighbourhood Plan Steering Group, including our consultant Andrea Long, met on 4 April. The Group reviewed the responses to the initial questionnaire and agreed that the main focus for the Plan would be:

#### Housing

- Scale/Density/Location
- Design
- Low cost/affordable housing
- Replacement dwellings

#### Environment

- Protection of green spaces
- Biodiversity/Nature Conservation
- Renewable Energy/Solar
- Light pollution/dark skies
- Historic Environment e.g. Non Designated Heritage Assets

#### Landscape

- Special Landscape Area protection – part of the SW of the parish is currently covered by SLA designation in the Babergh Local Plan from 2006.
- Resisting the coalescence of settlements/hamlets
- Important Views

#### Transport

- Protection of existing rights of way
- Expansion of the footpath network
- Introduction of cycleways

#### Community

- Protection of community facilities – church, hall, pub, Millenium Green, etc.

It was noted that some questionnaire responses covered issues that will not be covered by the Plan (e.g. bonfires, bird scarers, traffic speed).

The Steering Group met again on 11 May and started to draft objectives and policies to cover these areas.

#### Design Code

In support of the Neighbourhood Plan, the Group has commissioned a 'Design Code' with support from AECOM. This will form an Appendix to the Plan and consider issues such as the 'style' of any proposed development. Phil and Mike joined representatives of AECOM in an initial videoconference on 3 May and a visit by them to Edwardstone is planned for tomorrow, 24 May.

#### Funding

Funding for 2022/23 has been agreed.

Mike Gibson

