



STANTON PARISH COUNCIL

Clerk to the Council - Fiona Osman, 20 Micklesmere Drive, Ixworth, Suffolk IP31 2UJ
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Chair – Charlie Harvey-Evers

Vice Chair – Dee Burdett

Minutes of the Meeting of Stanton Parish Council held on 8 May 2025 at Stanton Village Hall.

- 1. Election of Chairman** - Charlie Harvey-Evers was nominated and seconded and all in favour. He duly signed the declaration of acceptance of office for the position which was countersigned by the Clerk as Proper Officer and will be retained in the Parish Council records.
- 2. Election of Vice Chairman** – Dee Burdett was nominated and seconded and all in favour.
- 3. Roll Call & Apologies**

The following councillors were present:

Brian Brown	Keith Marlow
Dee Burdett (Vice Chair)	Barry McDonald
John Frizzell	Greg Meadwell
Charlie Harvey-Evers (Chair)	Martin Scowcroft

Apologies for absence were received from the following councillors:

	Reason	Approved/not approved
Lorraine Frost	Ill health	Approved
- 4. Minutes - The minutes of the meeting held on 10 April 25 were confirmed as a correct record and were signed by the Chair.**
- 5. Public Forum:** Five members of the public attended:

3 x residents from Shepherds Grove Park – Sandy Parrin addressed the parish council on behalf of the other 2 residents as their properties backed onto the site with a planning application for Land South of Grove Lane. They had the following concerns:

 - Wildlife in area
 - 5 x trees need to be retained
 - Proximity to residents' homes on Shepherds Grove Park with concerns of overlooking, noise and future selling potential
 - Sewerage is already a problem and adding new properties into the sewage system could exacerbate this.
 - Traffic from the additional vehicles

Brendan Fisher (Bromptons Farm, Wyken Road) and Ellie Shore (The Tetra Project) – Brendan will be applying for a camping exemption certificate from Campfire Companions Club which eliminates the requirement for planning permission. They would have no more than 30 tents and 5 caravans which is within the restrictions for the exemption and the Parish Council would be asked to support this in due course. Bromptons Farm are supporters of The Tetra Project (a registered charity) which helps empower young people who have faced challenging childhoods.

County Cllr Spicer arrived during the consideration of this item.

6. Reports:

- a. **Report from West Suffolk District Councillor Jim Thorndyke** – as Cllr Thorndyke was unable to attend the meeting, the Chairman read out the following that had been sent to him
- Would be meeting planning enforcement this week to discuss issues in Stanton including the sign at the Rose & Crown, and outstanding issues at the Co-op including the electricity cable.
 - Local plan is likely to be adopted in July. In September work will begin on the next Local Plan.

b. **Report from Suffolk County Councillor Joanna Spicer:**

- A143 patching works were now complete but no confirmation of when resurfacing will happen. Concern raised over no cats eyes nor white lines and that resurfacing and lining should happen as soon as possible. Cllr Spicer would follow this up with Highways.
- The site of the old primary school had now exchanged contracts and due to be completed in June. Work would begin on the entrance to the site which could cause disruption onto Bury Lane.
- Bardwell Fire – all councillors were aware of the recent devastating fire in Bardwell that destroyed 5 cottages. It was expected that Low Street could be closed for some time.
- Grove Lane – proposal to write 'SLOW' on the road in 2 places and have 2 x elderly pedestrian warning signs. Cllr Spicer to request costings for this.

Cllr McDonald raised a query about the historic ownership of the land at the old Primary School. The Chairman would seek further guidance from the Blackbourne Local History Society.

7. **Clerks Report** – Councillors received and noted the Clerk's report - the Clerk confirmed that she would be on leave from 20 to 23 May.

8. **Declarations of Interest** - There were no declarations of interest.

9. **Statutory Business / Governance**

- a. **Adoption of Standing Orders and Policies Document** – Councillors received and noted the Standing Orders and Policies Document:

- A. Standing Orders
- B. Code of Conduct for Members
- C. Financial Regulations
- D. Statement of Internal Control
- E. Risk Assessment

The Clerk highlighted a change to the Financial Regulations as follows:

- 4.1 – to increase the value of expenditure from £300 to £500, above which the council must authorise and therefore the amount (as above) that the Clerk, in conjunction with the Chair may authorise.

This amendment was proposed by Cllr Brown, seconded by Cllr Frizzell and all in favour.

Cllr Burdett proposed the adoption of the Standing Orders and Policies Document; this was seconded by Cllr Meadwell and all in favour.

b. **Accounts**

- i. **Finance Report** – the report was received and accepted.

Cleared transactions since last meeting

Cleared receipts	£72,044.82
Cleared payments	£17,882.67

Bank Reconciliation

Balance per Bank Statements	£139,691.56
Unpresented payments	
Unpresented receipts	£330.00
Adjusted Bank Balance	£140,021.56

ii. Schedule of Payments – councillors approved the following payments, proposed by Cllr Frizzell, seconded by Cllr Marlow and all in favour:

Salaries (all) (estimated due to Pay Award)	BACS	£1,679.43
Clerk Reimbursement for Phone/Internet	BACS	£10.00
Paul Sparkes (Grave Digging)	BACS	£100.00
Elan City – Extended Warranties	BACS	£476.93
Clear Councils Insurance	BACS	£2,581.58
V Waples – Internal Audit	BACS	£270.00
HMRC – PAYE	Direct Debit	£569.23
Post Office – Stamps	Debit Card	£13.92
Amazon – Allotment Expenditure	Debit Card	£23.99
Amazon – Stationery	Debit Card	£52.15

The Chairman signed the Schedule of Payments as listed in **ii** above.

- c. Internal Audit** – The Report to Stanton Parish Council – Internal Audit of the Accounts for the Period Year Ending 31 March 2025 was considered by the parish council.

There were no areas of concern although there were 2 recommendations that the council might wish to consider and these would be looked at during the coming year.

- d. Annual Governance Statement 2024/25** (AGAR Section 1) – this was considered and approved. The Chairman and Clerk duly signed the Statement.

- e. Accounting Statements 2024/25** (AGAR Section 2) – this was considered and approved. The Chairman and Clerk duly signed the Accounting Statements.

- f. Asset Register** – The Asset Register was received and approved by the parish council.

- g. Insurance Renewal** – There Clerk had determined that the sums insured were commensurate with the value of assets. The overall Sum Insured for the renewal was £415,855, the Asset Register Purchase Value was £219,865 (no current value is provided) and the Reinstatement Cost Assessment recently provided by Naismiths was £409,059.

It was proposed by Cllr Frizzell, seconded by Cllr Marlow and all in favour of renewing the insurance at a cost of £2,581.58 as per the quotation provided by Clear Councils.

It was also agreed that the Clerk, Cllr Burdett and Cllr Marlow would review all assets over the coming year, recording their location (what3words), taking a photograph, and assessing their current value to be recorded on the Asset Register.

10.1 Planning Applications

a. New Applications

i.	DC/19/2481/OUT Land East of Bury Road	Further to the comments made on 14 Mar 25 by Stanton Parish Council, councillors have the following observations
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		<p>on the amended documents that were added to the planning Application on 11 Apr 25 as follows:</p> <ul style="list-style-type: none"> - consideration should be given to having part-time traffic lights which are only operational at peak times of the day - if traffic lights were to be installed, they would need to be reviewed regularly to ensure the synchronisation is effective and not causing excessive queuing
ii.	DC/25/0412/HH Church Cottage, The Street	No objections.
iii.	DC/25/0613/TPO Berkeley Leisure, Shepherds Grove Park	No objections.
iv.	DC/25/0597/OUT Land South of Grove Lane	<p>Stanton Parish Council object to this application on the grounds that only limited information has been provided with this outline planning application.</p> <p>Concerns raised were as follows:</p> <ul style="list-style-type: none"> - Sewage - there are known sewage problems that currently affect Shepherds Grove Park adjacent to this plot of land and adding more properties to the sewage system could have an adverse impact. - Clarity required about the status of the layby on Grove Lane adjacent to the plot - who owns this. - The proposed entrance to the development is too close to 2 other junctions: one accessing Shepherds Grove Residential Park, and the other on the opposite side of the road, leading to Scott & Sons scrap metal dealers. If this development were to proceed, the entrance would need to be at the other end of the site for safety reasons. - Ecological concerns about loss of wildlife and habitat if trees are felled.

11. Matters for noting and resolution:

- a. **Play Area Inspection Reports for April 2025** – the reports were received and noted. There were no major areas of concern.
- b. **Village Issues List** – list to be updated as follows:
 - 1 – Highways**
 - 1.3 The contractor plans to clear the encroachment on the A143 pavement over the next month.
 - 2 – Grounds**

Items to be added:

 - 2.1 – Repair and repaint the flagpole at the Clock Tower
 - 2.2 – Clear gutters and repaint the 2 bus shelters
 - 2.3 – Repair the post for the Village Sign at the top of Old Bury Road
- c. **Bardwell Fire** – Cllr Burdett asked the council to consider donating money or vouchers to those affected by the recent fire in Bardwell.

The Clerk confirmed that Grants were only allowed if it benefited Stanton residents. She would confirm with SALC whether a Donation could be considered.
- d. **Prior Consultation – Proposed Development at Stanton STW, Hepworth Road** – this was in advance of any planning application and was asking for comments on

the proposal. It was agreed that the Clerk would respond that the proposal had been 'received, noted and that the Parish Council had no comments to make'.

- e. Parking Concerns in Stanton** – the following concerns were noted:
- The Chase – especially close to the 2 doctors surgeries
 - Primary School on Upthorpe Road at the start and end of school days
 - Upthorpe Road – commercial vehicle parking including overnight parking
 - Hepworth Road – vehicles parking on both sides of the road
 - Hilltop Way – limited parking and small cul de sac
 - Parking around the War Memorial triangle

The Clerk would plot these areas on a map and circulate to all councillors for consideration.

12. Matters for discussion - There were none.

13. Correspondence received

- a. Police and Crime Commissioner's Update – April 2025 – noted
- b. Invitation to RAF Honington 2025 Annual Formal Reception – noted
- c. Invitation to Suffolk County Council briefing on local government reorganisation in Suffolk – noted.

14. The next Parish Council meeting is on Thursday 12 June 2025 at 7pm

15. Meeting concluded at 8.50 pm

Signed by:

Chairman: _____

Date: _____