

**Minutes of a Finance, Planning and Employment meeting of the Debenham Parish Council held on April 16<sup>th</sup> 2012, at 7:30pm, at Dove Cottage.**

**Present:** Cllr L Cockerton (Chair), Cllr R Blackwell (Vice-Chair), Cllr F Winrow-Giffin, Cllr C Hellier, Cllr R Selim, Cllr S Palframan, Mrs D Bedwell (Clerk) and four members of the public.

- 1. Apologies for Absence:** Apologies had been received from Cllr D Hughes, Cllr H Galley and Cllr I Baldwin.
- 2. Declarations of Interest with regard to items on the agenda and additions to the register:** Cllr Hellier declared an interest on item 12.1
- 3. Suspension of Standing Orders:** Meeting open for 10 minutes to allow members of the Public to Speak on items on the agenda: Mr T Hutt informed the Council that a list of comments re a planning application being considered at the meeting had been sent to the Clerk. The Clerk would read out Mr Hutt's comments when the relevant planning application was being considered.
- 4. To approve Minutes of the Meeting held 12 March 2012:** Cllr Hellier proposed the approval of the minutes as a true record of the meeting, subject to an amendment at item 12-to replace "fire station" with "police station". This was seconded by Cllr Blackwell, Cllr Palframan abstained and remaining Cllrs were in agreement. The approval of the confidential minutes was deferred to the confidential section of the meeting.
- 5. Planning:**
  1. To consider applications for recommendation to MSDC
    - 5.1.1 T 136 – Proposed diversion of Debenham Public Footpath No 48 (part): Cllr Hellier proposed a recommendation for approval of this planning application, seconded by Cllr Winrow-Giffin and agreed by all.
    - 5.1.2 0783/12 – 8 Lock Close – erection of single storey extension to rear of dwelling: Cllr Selim proposed a recommendation for approval of this planning application, seconded by Cllr Palframan and agreed by all.
    - 5.1.3 0666/12 – 42 Aspall Road – erection of two storey rear extension: Cllr Winrow-Giffin proposed a recommendation of objection against this planning application due to the following reasons: The proposed development was not safeguarding the character of the conservation area-at present you could see over the dwelling but this view would be obscured; The proposed development would represent a loss of housing mix; There was no dedicated parking with this property; The proposed development could be imposing to neighbouring properties and would be an overdevelopment of the site.  
The planning policies considered by the Council were as follows:  
**Sb3**-retaining visually important open spaces  
**Hb8**-safeguarding the character of conservation areas  
**Sb**-development appropriate to its setting  
This proposal was seconded by Cllr Hellier and agreed by all.
    - 5.1.4 0282/12 – Meadow Works, Kenton Road – proposed single storey extension to existing industrial unit to provide separate self-contained B8 general storage units: Cllr Palframan proposed a recommendation for approval of this planning application, subject to the following points: That the unit was used for storage purposes only; That the time restrictions were increased to include no week-end activity; That MSDC strongly opposed the development should it not pass the flood sequential testing.  
The planning policies considered by the Council were as follows:  
**Pps25**-flood risk

**Pps23**-planning and pollution control

This proposal was seconded by Cllr Selim and agreed by all.

- 5.1.5 0808/12 – Top Barn, Aspoll Road - conversion of agricultural barn to 4 bedroomed dwelling. Erection of detached cartlodge and garden store. Cllr Palframan proposed a recommendation for approval of this planning application but would like it noted that the proposed development was outside the “village envelope”. This was seconded by Cllr Hellier. With one objection and five votes in favour, the proposal was carried.
- 5.1.6 0640/12 – 51 Chancery Lane – erection of 4no. 2 storey detached 4 bedroomed dwellings following demolition of commercial buildings and construction of new vehicular access: *Cllr Winrow-Giffin declared a personal interest*. Cllr Hellier proposed a recommendation for objection against this planning application due to the following reasons: The proposed development would result in a considerable loss of local employment opportunity and possibly a reduction in economic regeneration; The proposed development was for four bedroom dwellings and there were already a large number of such properties available for sale in the village. The Parish Council would prefer to see smaller/starter homes being invested in, as the housing mix in the village was an issue; The proposed development would also represent an overdevelopment of the site, with limited parking and restricted access; There were also concerns regarding the control of demolition in conservation areas, the visual impact of the proposed development and flood risk .  
The planning policies considered by the Council were as follows:  
**Hb9**- controlling demolition in conservation areas.  
**H3**- housing development in villages  
**Cor6, cs6**- services and infrastructures  
**Spd, ossi**- open space and social infrastructure.  
**Cor9, cs9**- density and mix  
**T10**-highway considerations in development  
This proposal was seconded by Cllr Blackwell, Cllr Winrow-Giffin abstained and remaining Cllrs were in agreement.  
On a final note, Council would like to add that retention of the existing site rather than its development would be preferable. Investment on the existing units may also increase their profitability and commercial sustainability in the long term, as well as provide new opportunities for local economic regeneration.
- 5.1.7 0377/12 – Land at Kenton Road – change of use of land for keeping of horses. Erection of stable block, ménage, stock fencing and post and rail fencing to boundaries. Alterations to existing vehicular access and installation of new driveway: Cllr Palframan proposed a recommendation for approval of this planning application, subject to no vehicular access from Priory Lane or Water Lane. This was seconded by Cllr Hellier and remaining Cllrs were in agreement.
- 5.1.8 1151/12 – 42 High Street – erection of dormer window to rear of roof slope. Erection of timber framed conservatory. Conversion of stable building to habitable accommodation: Cllr Palframan proposed a recommendation for approval of this planning application, seconded by Cllr Selim and agreed by all.
- 5.1.9 1148/12 – 42 High Street – erection of dormer window to rear of roof slope. Erection of timber framed conservatory, installation of oil tank. Conversion of stable building to habitable accommodation: Cllr Palframan proposed a recommendation for approval of this planning application, seconded by Cllr Selim and agreed by all.
- 5.1.10 1048/12- 23 Gardeners Road- (Cllr Palframan declared an interest) erection of single storey side extension: Cllr Winrow-Giffin proposed a recommendation for approval of this planning

application, seconded by Cllr Blackwell, Cllr Palframan abstained and remaining Cllrs in agreement.

2. Approvals/Refusals received from MSDC

5.2.1. 0246/12 – Police Station, Low Road – change of use from a police station/beat office to a single dwelling house – **PP granted**

5.2.2. 1393/08 – Debenham Garage – demolition of existing garage and erection of 7 residential units with parking to rear – **PP Granted**

3. Planning Correspondence: Notification had been received of the appeal lodged for application 3169/12 Land to rear of Stone Cottage for the erection of a two-storey, four bedroom detached dwelling house with single storey garage and construction of new vehicular access. The Parish Council did not wish to make any further comments but would like to request that previously made comments were considered during the appeal.

Copy of a letter from Mr Richard Boulter-Chair of Governors Debenham High School to MSDC regarding land at the rear of Debenham High School had been received for information. The letter had been circulated to all members and this would be added to the next meeting for consideration.

**6. Finance**

1. RFO Report: A report had been circulated and is attached to these minutes.

2. To consider funding application from DLC for refurbishment work to Community Centre Floor: It had previously been noted that the community centre floor installation had been covered by a 25 year warranty and enquiries had been made with the DLC as to why this warranty did not cover the proposed refurbishment. Mrs S Morley had informed the Council that the 25 year floor warranty was no longer valid due to the fact that the community centre floor had not been maintained according to supplier's instructions and recommendations.

Cllr Winrow-Giffin proposed a contribution of £1500 toward the refurbishment work to the community centre floor. Cllr Selim proposed an amendment, that the amount was increased to £2000. This amended proposal was seconded by Cllr Palframan, Cllrs Blackwell and Hellier abstained, with four votes in favour the amended proposal was carried.

Council also suggested reminding the DLC to approach other parishes and organisations for further funding.

3. To consider funding contribution towards a Debenham Diamond Jubilee Street Party: No applications for funding had been submitted to the Council.

4. Any other finance: No other finance matters reported.

**7. To consider proposals for reduction of length of meetings:** In an effort to reduce the length of Council meetings, Cllrs had been asked for their views. Cllr Selim suggested giving a time limit to each point on the agenda and noting that allowance on the agenda.

Cllr Cockerton suggested Finance and Planning meetings were limited to Finance and Planning items only.

Cllr Winrow-Giffin added that the Council's Standing Orders clearly stated that meetings should end no later than 10:15pm.

Cllr Blackwell volunteered to produce a written proposal for consideration at a future meeting.

**8. Suspension of Standing Orders:** Meeting open for 10 minutes to allow members of the Public to speak on items on the agenda:

Mr Steven Phipps, who had observed the meeting, stated that he had found the meeting to be very interesting and that some discussions had been quite productive.

**9. Chairman's urgent business:** any items not listed on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action: Cllr Cockerton had received a letter from Mr Alistair Webb, asking permission to erect scaffolding over the walkway that leads to the ladies wc's, to enable construction of the

new build on the adjoining site owned by Mr Webb. Safety netting would be in place and public liability cover to £5m. Mr Webb had also offered to make a donation of £200 towards the maintenance of the public toilet.

Cllr Palframan proposed that council granted Mr Webb permission for the erection of scaffolding over the walkway and accepted his donation of £200, subject to Mr Webb having in place appropriate Public Liability Insurance cover. This was seconded by Cllr Winrow-Giffin and all remaining Cllrs were in agreement.

**10. Any other business for information exchange/agenda requests only:**

Cllr Hellier requested an updated list of member's interests. This would be circulated by the Clerk.

Cllr Winrow-Giffin reported that a street light was out near The Butts and would contact the Clerk with further details so that it could be reported to Suffolk County Council.

**11. Date of next Meeting: Monday 23 April 2012 – Ordinary Meeting**

**Temporary exclusion of press and public: That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed**

**12. Items relating to Parish Greens:**

1. Andrews Close
2. To receive advice relating to use of parish greens

**13. Provision for teenagers in Debenham**

1. Proposed Skatepark – update from Project D & proposed Lease
2. To consider other costs associated with the Lease/project
3. Skatepark ramps transportation, storage and installation: update

**14. Employment**

Date: \_\_\_\_\_ Signed: \_\_\_\_\_