CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

Minutes of the Chilton Parish Council Meeting held on 20th January 2025

Present: Cllrs Valerie Hart, and John Steele Tony Foster, Andy Symons. Alastair Lewin,
In attendance: DCllr Paul Clover, Margaret Maybury and Christine Hargan Clerk

25/101 **Apologies for absence**
Andrew Armitage, CCllr Philip Faircloth Mutton

25/102 **Declarations of interest**
There were none

25/103 **Minutes** of the previous meeting
The Councillors resolved to amended the minutes.

25/104 **Public Participation session**
DCllr Clover reported on the following matters:
The full report including answers to questions is attached in the appendix

- **National Planning Policy Framework – Joint Local Plan review**
- **Council Tax Increase of 2.99%**
  Babergh District Council's Cabinet is set to consider a 2.99% increase to the district's share of council tax bills - as councillors warn of a £10.9 million budget gap. Joint Council Mid Suffolk have stated they are not looking to increase Council Tax bills.
- **New Parking Charges**
- **Home Energy efficiency assessment voucher scheme**
  The Suffolk Retrofit Assessment Voucher scheme is now live.
- **Devolution/Unitary Council update**
- **Kingfisher Leisure Pool**
- **Closure of Homebase store, Sudbury**
  It now appears that Aldi plan to take over this site when Homebase vacate.

Suffolk County Council report CCllr Faircloth-Mutton
The full report is included in the appendix

- Suffolk seeks to embark on fast-track Devolution route
  If successful, this would secure new funding for integrated public transport systems and road networks, as well as greater local control over tax receipts to best serve our residents'aspirations and needs. This was subsequently ratified by the Cabinet. If successful, it is possible that the scheduled elections for the County Council on 1 May could be delayed, as has been normal procedure in other counties such as Buckinghamshire, North Yorkshire and Somerset. This will ensure an orderly formation of a business case for consideration by the Government in the autumn. Any decision on the future timing of elections will be a decision for the Minister of Local Government and English Devolution.

  I will be seeking the Parish Council's opinion on what form a future unitary system of government should be later in the year.

- Draft Budget Proposed to Protect Suffolk Frontline Services to increase by 2.99%
- Churchfield Road Parking Restrictions Update expected to complete by 24 February

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

25/105 **Planning**

The discharge of conditions were for information only and no comment was considered necessary

DC/25/00120 Chilton Woods discharge of conditions drainage

DC/25/00111 Chilton Woods discharge of conditions CEMP

DC/24/05441 Chilton Woods discharge of conditions Noise assessment

Additional planning matters

Enforcement : We buy any Car :

The enforcement officer has requested a retrospective application by We buy any Car. The matter may be complicated because the lay-by consent was originally for lorries using theHomebasestore. Homebase is in administration and the administrators, Teneo are closing that store. Not known if the Administrators know or have consented to We buy Any Car use.

1 Hall Farm bungalows:

It appears from correspondence sent to the Clerk that the enforcement team have not considered the absence of planning permission for any of the changes made to the property so this needs to be raised with them.

25/106 **Clerk's Report**

a. See actions in Appendix
b. Correspondence. Actions are in the appendix
c. "Chilton - the first three thousand years."The author has offered several boxes of these to the parish council, clerk was instructed to accept. They will be made available to new residents.

25/107 **Finance**

a. from the RFO Report authorise payments made since last meeting and to be made and note income received since last meeting. Resolved to pay.
To receive a financial report
b. The RFO report was acknowledged
c. **To discuss the budget 2025-26**
Various amendments were made to the budget, a copy will be distributed to the Councillors and is attached in the appendix.
d. **To sign the Precept Demand**
Clerk to send signed demand to the District Council
e. **To formalise the new Financial Regulations**
Resolved by Chair, seconded Cllr Foster and carried unanimously

25/108 Review any issues raised on **Footpaths** and other CPC owned **assets**

There were none

25/109 Review of **Burial Authority** matters

There were none.

25/110 **Village Hall update**

The Chair reported that the draft deed of variation had been drafted, but she had queried with the solicitors one provision regarding the payment of a commuted sum. Once this provision and the other revisions required have been drafted the draft deed of variation should be ready to be approved by the Parish council and sent to Taylor Wimpy and Babergh District Council.

25/111 **SIDs**

To be discussed at the next meeting

9.30pm, it was resolved to continue

25/112 **Airfield Memorial**

the Parish Council have resolved that the airfield memorial should be installed close to the existing War memorial in the small landscaped area as the benefactor of the

airfield memorial does not want to wait until a site adjacent to the yet to be constructed parish/ village hall is available. The transfer of the ownership of this site to the parish Council from Suffolk County Council will be raised within SCC.

25/113 Devolution

A full report was provided by DCllrs Clover and Maybury as part of their District Council reports and is attached in the appendix

25/114 **Neighbourhood plan**

Whereas previously funding had been withdrawn, the Government have agreed funding for the next three financial years. It is now Important to adopt a plan because the government have decreed that land supply for housing is to double within districts, if a plan is in place parishes will have at least some say on the number, and location of new properties to be built within the parish. It is important to over allocate land for building because doing so will demonstrate engagement with the government and prevent applications being accepted outside of the earmarked sites. It is also beneficial to state green spaces on the plan again to protect them from development. Clerk to secure funding during February.

25/115 **Land acquisition** within the Parish

Clerk was asked to request that County Farms include the Parish Council in discussions with Sudbury Town Council regarding acquisition of the meadow.

25/116 **Questions to the Chair**

There were none at this point because questions had been raised as matters were discussed during the meeting.

25/117 Items for future meetings

SIDs, land acquisition, Devolution, Neighbourhood Plan

25/118 Time date and place of next meeting

7.30pm 17th February 2025 Gt Waldingfield Village Hall.

Meeting closed at 10.15pm

…… ……

Signed Date

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

Closed 10.45pm

Reports

PAUL CLOVER/MARGARET MAYBURY DISTRICT COUNCILLOR'S REPORT

National Planning Policy Framework – Joint Local Plan review

In December, the Government announced its review of the National Planning Policy Framework, designed to meet its target of 1.5million new homes being built in this parliament and the new housing requirements for every district and borough council.

The figure in Babergh increased to 775 homes a year (+ 86%), which has invalidated Part One of Babergh's Joint Local Plan, adopted in November 2023 due to its compliance with the previous Government's previous housing formula of 416 new homes each year in Babergh. Any previous over supply of housing requirement will not count towards the new imposed totals.

To ensure housing figures can be met, councils must demonstrate there is a 'housing land supply' for the next five years. This is assessed every year, and the figures published in Babergh's Annual Monitoring Report. If the council can't demonstrate a five-year land supply, there is a risk that national planning policies would start to take priority over the Joint Local Plan - and the councils may find themselves being required to approve planning applications on sites contrary to the development plan.

Following advice from the Planning Inspectorate, there is to be a formal review of the Joint Local Plan, building on the work that has already taken place. A revised Local Development Scheme will be brought forward to the council in February.

In the meantime, Part One of Babergh's JLP remains very much in place and will continue to carry statutory weight when planning decisions are made in our districts, alongside Neighbourhood Plans and national policy.

Work on Part Two of the plan, which was set to make housing allocations, and address other matters include open space designations and Gypsy and Traveller provision has now ceased.

Within planning legislation the plans are to remove references for properties to have regard for 'Local Character' and a de-emphasis of local design codes. There will also be an increase in fees for households and prior approval applications. LPA's should refuse applications for fast food outlets close to schools.

Parishes will need to consider over allocation to protect against undesirable developments and any Neighbourhood Plan probably needs to double the number of new houses.

BDC Planning Dept presently assessing whether to continue posting planning permission Notices to local residents. The statutory requirement to place press ads of Notices remains at a cost of £40k.

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

Year	Housing requirement	Housing completions
2023/24	416	604
2022/23	420	624
2021/22	417	758
2020/21	403	402
2019/20	416	293

Council Tax Increase 2.99%

Babergh District Council's Cabinet is set to consider a 2.99% increase to the district's share of council tax bills - as councillors warn of a £10.9 million budget gap. Joint Council Mid Suffolk have stated they are not looking to increase Council Tax bills.

New Parking Charges

New parking charges are live for Lavenham, Sudbury and Hadleigh and initial reports indicate that occupancy rates for short stay car parks in Sudbury have fallen markedly. We will continue to monitor the impact these charges will have on local economies and residents. Once our findings are compiled, we will look to share them with Babergh's SLT in order to understand the viability of this scheme that is set to cost £1.2m to administer over the next three years. This costing is based on a projected downturn in occupancy rates of 10% for short term car parks and 20% for long term car parks. New charges as follows:

	Short stay	Long stay
Upto 1 hour	£1.00	n/a
Upto 2 hours	£1.50	£1.00
Upto 3 hours	£2.00	£1.50
Upto 4 hours	£2.50	£2.00
All day	n/a	£2.50

Home Energy efficiency assessment voucher scheme

The Suffolk Retrofit Assessment Voucher scheme is now live. Residents who own a home with an EPC band of below C can take up the offer of a voucher to claim an assessment from a qualified retrofit assessor. Property's Energy Certificates and EPC bands can be checked via the GOVUK website and applications can be made vis the Suffolk Energy Efficiency Assessment website. Please note EPC's are only valid for 10 years.

Devolution/Unitary Council update

Babergh and Mid Suffolk have now voted to apply to be on the Devolution Priority programme to ensure that that there is an East Anglian Mayoral voice. In doing so, our concern would be that the rights of local resident's opinions, interests and needs to be heard, represented and responded to could be diminished. As a consequence, Suffolk County Council have now voted to cancel the local County Council elections to be held in May. This has yet to be accepted by Govt.

…… ……

Signed Date

Suffolk/Norfolk are very likely to be on the Priority Programme and more information on this will emerge at the end of end of January. Mayoral elections likely to occur in 2026 under existing legislation. The Authority will take the form of a Mayoral Strategic Authority. New devolution proposals will not be negotiable and apply to all new applicants. The size of a Mayoral District is required to represent a population of 500k. The total population size of Norfolk and Suffolk is 1.6m therefore it is unclear how the Mayoral Districts may break down. It is the Mayor who will decide the role of Councils and he/she will need to appoint three statutory positions: Monitoring Officer, Section 151 Officer and HR Officer.

The decision on whether Suffolk and Norfolk have been accepted on to the Priority programme will be conveyed to SCC by the end of the month along with initial proposals as to the composition of the districts and attendant legislation. SCC will then be required to provide initial proposals by March and final proposals by the Autumn. There is to be some level of public consultation in late Spring but the form of this is not known at present. No sourcing of external consultants will be allowed during the process.

Present District boundaries will need to be reviewed and this is likely to be based on latest County Council divisions.Incumbent debt would probably be traded off against assets and council tax would need to be equalised out over a period. Further to receipt of initial proposals, there is to be an Extraordinary meeting of both Councils on 10th February to debate the issues. Whilst awaiting the new implementation of a Unitary Authority it is unlikely that scheduled District Council elections will be held and therefore district councillors tenure could be extended to operate as an interim shadow district council pending the introduction of Unitary Authority councillors.

In the same White paper, the Government. also states its intention to replace two tier arrangements (District/County Council) with Unitary Councils which it intends to introduce in two phases. The first being in April 2027 and the remainder in April 2028.

Kingfisher Leisure Pool

The re-opening of the pool has been pushed back to mid February. We have recently discovered that far more work is entailed than originally thought. This is because the glass in the roof was not laminated (all190 panes). This means that a crash floor has had to be built above the pool in the event that any other panes might rupture. To mitigate against the reduced accessible daylight, additional lighting has had to be installed. At the same time, it has been discovered that the foundations are not secure and all work will then need to be signed off. Therefore, it is a matter of conjecture whether the pool will re-open as scheduled at present.

Closure of Homebase store, Sudbury

It now appears that Aldi plan to take over this site when Homebase vacate.

Suffolk County Councillor Philip Faircloth Mutton for Sudbury East and Waldingfield's Report to Chilton Parish Council - 20 January 2025

A happy new year to you! I hope you enjoyed some well earned rest over Christmas after abusy year for the village.

- Suffolk seeks to embark on fast-track Devolution route

The County Council was convened for an extraordinary meeting on Thursday 9 January.

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

Following an invitation from ministers, Suffolk County Council agreed to recommend Suffolk for inclusion in the government's Devolution Priority Programme (DPP), which would see the creation of a directly elected Mayor (likely covering Suffolk and Norfolk) and the replacement of existing council structures with a streamlined unitary council being set up.

If successful, this would secure new funding for integrated public transport systems and road networks, as well as greater local control over tax receipts to best serve our residents' aspirations and needs.

This was subsequently ratified by the Cabinet.
If successful, it is possible that the scheduled elections for the County Council on 1 May could be delayed, as has been normal procedure in other counties such as Buckinghamshire, North Yorkshire and Somerset. This will ensure an orderly formation of a business case for consideration by the Government in the autumn.
Any decision on the future timing of elections will be a decision for the Minister of Local Government and English Devolution.

I will be seeking the Parish Council's opinion on what form a future unitary system of government should be later in the year.

- Draft Budget Proposed to Protect Suffolk Frontline Services

The administration is to recommend a 2.99% increase in Suffolk County Council's tax precept and 2.00% for Adult Social Care for 2025-26. This will ensure that the authority's statutory responsibilities, such as care for our older and younger residents and education can be maintained and necessary investment in improving our SEND (Special Educational Needs and Disabilities) provision. Furthermore, our highways programmes such as resurfacing and flood prevention will continue.

Subsequently, no significant changes will be made to the Council's service offering in the upcoming tax year.

- Churchfield Road Parking Restrictions Update

I checked in with the Highways Team this afternoon, who have reconfirmed that the above mentioned works are still scheduled to be completed by 24 February. Naturally, I have requested these be expedited but welcomed the assurances the works are on schedule.

Actions

Actions from the previous meeting

Minute	Action	Who	complete
22/90 24/104 25/104	Request further action from Suffolk County Council for improvement of roundabout Churchfield Road, Provide update on plans as they progress Work to complete prior to end February	PFM	ongoing
	Pay vendors,	Clerk	✓
23/209	Agree rewritten Churchyard Rules to clarify choice of design and stone	Clerk	ongoing
23/512 24/204	Clerk to implement Councillor Vacancy procedure following the Parish Council meeting in June. Contact two potential Councillors	Clerk Chair	✓
23/611	Provide photographs and dialogue for website	All	Ongoing

…… ……
Signed Date

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

231116	Village newsletter to inform re the progress of village hall and councillor vacancy awaiting consultation on the Village Hall	Clerk	
24212	CONTACT architects re village hall	Clerk	✓
	Obtain costs from Town Legal so that the funding application for S106 can be lodged,	Clerk	✓
	Lodge S106 Application with BDC – awaiting costs	Clerk	
243	from Birketts for conveyance between TW and CPC	Clerk Clerk	✓
	Liaise with Wincer Kievenaar regarding meeting and confer with Cllrs		✓
24/410	Obtain estimate for professional charges from WK	Clerk	✓
	Lodge S106 Grant application with BDC		
09/24	Chase BDC for response to grant application	Clerk	✓
	Funds now in the bank		✓
January 25	Awaiting response from Town Legal prior to arranging meeting with TW&BDC		
24213	Research suitable replacement for Parish Computer, possibly a Dell	AS/Clerk	✓
March	Further research undertaken and recommended purchase of an ASUS computer at £645 along with business software. Awaiting further computer issues prior to purchase acknowledged that model and cost may vary slightly	AS	✓
24214	Complete application for Locality budget funding send to DCllr Clover and Grants team. £400 Grant	Clerk	✓
	received from Cllr Clover toward SID	Clerk	✓
	Contact GWPC for advice re SID – awaiting return from holiday to confer further	Clerk	✓
	Discuss funding from neighbourhood CIL both		
March	SIDs and purchase of Amenity land		✓
May	Further grant application made response awaited	Clerk	✓
September	Grant funding refused		
24/406	Liaise with PFM re storage of historic planning applications	Clerk	✓
May	Now in communication with the SCC Archivist.		
	Clerk to arrange for document storage on her return from holiday.		✓
September	Documents taken to The Hold but only 3 files accepted		✓
24/406	Apply for grant funding for SIDS	Clerk	✓
	Additional funding refused		
24/409	Monitor repair of gate post and report back		
24/511	Correspond with CCT and Friends re acquisition of	Clerk	✓
24/511	combination padlock for churchyard gates		
	Auditor suggests the purchase of a heavy duty Squire combination padlock	Clerk	✓
24/411	Clerk to explore funding for purchase of land.	Clerk	Ongoing
24/709	Enquire about acquisition of the meadow in the most economical way possible. Spoke to Suffolk County Farms who confirmed that it may be possible.	Clerk	✓
December 24	Communicated with Suffolk County Farms. To be discussed at CC meeting re land for memorial, Meadow to be discussed with STC as they expressed and interest in the land in the first place		

…… ……
Signed Date

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

January 25	Clerk to contact SC Farms request to be included in discussion with STC re acquisition of meadow	Clerk	
24/610	Comment on S106 agreement re existence of overhead power cables affecting siting of village hall	Chair	✓
24/705 December 2024	Liaise with Planning Enforcement regarding We Buy Any Car which has moved onto a different site in the parish. Also to report that the White Horse Pub is placing advertisements on fencing. Clerk notified via email but no response. The advertising has been resolved by the replacement of the fence. BDC Enforcement decided that no action necessary	Clerk	✓
24/705	Liaise with BDC Address Management re choice of street names for the Priory development Enquire whether tree names have been adopted at Chilton Woods.. They have	Clerk	✓ ✓
24/705	Liaise with parishioner regarding the use of names of Deceased USAF servicemen as street names and suggest perhaps a roll of honour for them and the local people who died as a result of the war.	clerk	✓
24/708	Clerk to acquire quotations for replacement of fence posts for gates at the church, quotes requested, Sudbury Wardens and B Hurren awaiting return from holiday. Spoken to three contractors, Mr Hurren said that he would attend, but nothing further, ditto with Sudbury Wardens, Hartleys Landscapes have attended and need further advice regarding the large gate and also for the gate to be opened in order to provide quotation and advice.	Clerk	
24/7010	Draft response to the S106 “grant” letter, Send approved letter to BDC and defer meeting until Wayleave/viability of undergrounding cables has been organised by TW. S106 monies received.TW are unable to apply for undergrounding of the cables until full grant of planning application for phase 3 is in place, they have advised that it is their intention to underground the cables if permitted by National Grid	Chair Clerk	✓
24/1109	Send details of the grant scheme to CCT with a view to developing a lavatory inside the church building	Clerk	✓
24/1109	Notify family of Mr Smith that the memorial has been approved and issue invoice	Clerk	✓
24/1110	Village Hall meeting with WK email agenda items to Cllrs, all to respond with additional items following which clerk to email WK in advance of meeting	Clerk All	✓
24/1110	Thank Cllr Armitage for work at the Churchyard Cllr Armitage did not undertake/complete the work	Clerk	
24/1111	Scan signed employment contract and save to file. Email agreement for HR services to SALC	Clerk	✓

…… ……

Signed Date

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

25/106	Contact author regarding Chilton book, he wishes to know how many you want and when you wish to collect?	Clerk	✓
25/107	Precept demand sent Budget amended and sent to councillors for information Financial Regulations finalised and published		
25114	Clerk to attempt to secure funding during late February, to distribute existing NP and to liaise with Cllrs regarding content and consultant.		

…… ……

Signed Date

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

Finance Report

Payments to be made Authorise payments already made

Those agreed at the previous meeting.

Payments to be made

£66.00 hire of Gt Waldingfield Village Hall

£864.22 Clerk salary November and December

£216.00 HMRC Clerk tax

Chilton Parish Council

Bank Reconciliation to Date

	2023-24		2024-25	
	Budget	**To year end**	**Budget**	**YTD**
Balance Brought Forward from year end accounts				52,014.09
Income				
Bank Interest	0.00	27.17	1,360.00	1,871.82
Churchyard	0.00	0.00	500.00	489.00
Grants	486.00	0.00	0.00	0.00
Wayleave	9.20	9.20	9.20	0.00
other / refunds	0.00	0.00	0.00	547.04
VAT Repayment	500.00	0.00	500.00	2,035.33
Neighbourhood Plan grant funding	5,000.00	0.00	0.00	0.00
CIL	9,235.75	16,914.49	0.00	0.00
Precept	17,170.00	17,170.00	27,098.00	27,098.00
Village Hall		0	tbc	123,815.00
Total Income	**32,400.95**	**34,120.86**	**£29,467.20**	**£155,856.19**
Expenditure	ures exclude VAT where paid as it is reclaimed, and is shown as VAT p			
Clerks Salary	6,500.00	5,685.88	6,500.00	**4,042.05**
Website and Email address development	1,000.00	997.00	228.00	**0.00**
Admin Expenses	1,610.00	709.55	2,000.00	**813.93**
Councillor and Clerk Training	1,000.00	124.00	1,000.00	**0.00**
Insurance	300.00	300.00	350.00	**396.00**
Annual Subs	400.00	212.66	450.00	**257.64**
Audit	300.00	170.00	450.00	**430.00**
Donations	250.00	30.00	250.00	**0.00**
Chairman's Allowance	200.00	0.00	200.00	0.00
Dog & Litter Bins	560.00	396.97	875.00	**345.00**
Footpaths	730.00	600.00	750.00	**600.00**
Churchyard / Memorial	2,000.00	1,613.00	2,000.00	**63.00**
Community Warden	2,300.00	1,725.91	3,000.00	**885.33**
Projects	4,000.00	0.00	11,000.00	0.00
Neighbourhood Plan	5,000.00	0.00	0.00	0.00
VAT Paid	0.00	162.35	500.00	**2,264.16**
Village Hall	0.00	135.00	0.00	**9,684.50**
Bank Charges				**52.21**
election costs	500.00	679.24	0.00	**0.00**
Total Expenditure	**£26,650.00**	**£13,541.56**	**£29,553.00**	**£19,833.82**
Totals Income + BF - Expenditure		**£15,851.07**		**£188,036.46**
Unity Trust Current Account	**2 April 2024**	**£52,190.09**	**08-Jan-25**	**£812.64**
Unity Trust Instant Access Deposit	**2 April 2024**	**£0.00**	**08-Jan-25**	**£74,189.33**
Unity Trust VH Deposit Account	**2 April 2024**	0.00	**08-Jan-25**	**£113,034.49**
Total held in bank accounts				**£188,036.46**

…… ……

Signed Date

CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

…… ……
Signed Date