

MOULTON PARISH COUNCIL
Minutes of the meeting held on Monday 18th September 2023.

Councillors present: David Almond (Chair), Mark Price (Vice Chair), Jane Horsnell, Ryan Bragg, and Ed Chambers.

Also present: District Councillor Roger Dicker, County Councillor Andy Drummond and two members of the public.

1. Acceptance of apologies for absence.

Apologies were received from Tim James, Doug James, Rick Edge and John Derry and the reason for absence accepted.

2. Declaration of Interest in items on the agenda and dispensation requests

David Almond declared an interest in planning application DC/23/1400/TCA. No dispensation requests were received.

3. Approval of minutes of the meeting held on Monday 17th July 2023.

It was resolved that the minutes of both meetings were correct. The chairman then signed them.

4. Public session

No issues were raised during the public session.

5. County Councillor's Report.

A Suffolk County Council report is available on the Moulton website at

<http://moulton.onesuffolk.net/parish-council/meetings/meeting-reports/2023-24/18th-september-2023/>

6. District Councillor's report.

District Councillor Roger Dicker spoke about the following:

- There will be a Cabinet meeting on Tuesday 19th September. One of the items to be discussed will be streetlights. West Suffolk Council is considering creating a Decarbonisation Reduction Fund to help parishes which have not completed their upgrades of street lights into LEDs.
- West Suffolk Council will revisit the plans for the Western Way hub and decide whether to proceed or scale back on the plans.
- Community Chest applications have to be submitted by the end of September 2023.

7. Police issues.

a) Public meeting with Suffolk's Police and Crime Commissioner and the Chief Constable.

A public meeting will take place on Thursday September 21st 2023 at Bury Town Football Club and an online meeting on Tuesday November 7th 2023.

8. To receive an update on the list of actions agreed at the last meeting.

There were no outstanding councillor actions.

9. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- J P Kirk - expenses – LGA 1972, s111 – **£18.00**
- Risby Parish Council – print cartridge 40% – LGA 1972, s111 - **£21.30**
- Risby Parish Council – annual phone costs 30% of cost of clerk's mobile phone) - LGA 1972, s111 - **£42.01**
- West Suffolk Council – election expenses - LGA 1972, s111 - **£81.91**
- HMRC – National Insurance - LGA 1972, s111 - **£54.30.**
- Royal British Legion – poppy wreath and donation – GPC - **£45.00**

- One Suffolk – website hosting fee - LGA 1972, s111 - **£42.00**
- Business Services at Community Action Suffolk – insurance renewal (3 year LTU) - LGA 1972, s111 - **£826.41**
- Donation to Moulton Pre-school as agreed at the last meeting – see email 12th September 2023.

David Almond and Mark Price had reviewed and signed the financial papers prior to the meeting.

b) Approval of payments authorised between meetings

One payment was authorised between meetings: M Price – to reimburse the cost of soil and plants for the planters – GPC - **£99.96**.

c) Statement of receipts and payments made since 18th July 2022

It was resolved that the statement of receipts and payments would be approved.

Receipts

Date	Description	Supplier	Total
10/07/2023	Playing field licence - Vivo Outdoor Fitness	Vivo Outdoor Fitness	£25.00
31/07/2023	With apologies payment	Lloyds Bank	£50.00
31/07/2023	Refund test payment	J Kirk	£1.00
09/08/2023	Playing field licence	Active Allstarz Sports Coaching	£25.00
10/07/2023	Bank interest received	Lloyds Bank	£72.34
04/09/2023	Wayleave payment	UK Power Networks	£22.21

Payments

Date	Minute	Description	Supplier	Total
04/07/2023	90/9f	National insurance	HMRC	£247.78
18/07/2023	106/8a	Clerk's expenses	J Kirk	£35.70
18/07/2023	106/8a	Housing Needs Survey - first payment	Community Action Suffolk	£1,200.00
18/07/2023	106/8a	Grass cutting and playground inspections	Packhorse Fencing	£1430.50
18/07/2023	107/8a	Churchyard maintenance	Moulton PCC	£1,250.00
24/07/2023		Soil and plants for new planters	M Price	£99.96
24/07/2023	109/11d	Chevrons for planters	Brady Corps Ltd (Seton)	£368.32
26/07/2023	106/8a	Flailing riverbanks	K Hutchinson & Son	£492.00
31/07/2023		Test payment	J Kirk	£1.00
14/08/2023	105/15c	Highways work	D J Haill	£1,218.00
22/08/2023	109/11d	Reflective tape	E Chambers	£22.98
29/08/2023	109/11d	Replacement village gateway signs	JACS	£848.53
22/08/2023	89/9f	Annual audit	PKF Littlejohn LLP	£252.00
Staff costs as per confidential cashbook.				

d) Bank balances and confirmation of bank reconciliation as of 6th September 2023.

Lloyds current account	£850.42
Lloyds reserve account	£96,663.75
Total in Banks	£97,514.17

David Almond and Mark Price verified and signed the bank statements and bank reconciliations.

e) **Six month budget review.**

The budget is currently on track. Explanations of overspends to date are detailed below.

Receipts	Amount	Details
Budgeted	£37,150	
Actual	£38,831	
Difference	£1,681	VAT refund and bank interest higher than budgeted.
Payments		
Budgeted	£35,043	
Actual	£19,919	
Difference	£15,124	
Overspends as of 1st September 2023		
Other admin costs		
Budgeted	£0.00	
Actual	£300.00	
Difference	-£300.00	Legal advice from Churchgate's for HNS
Road Safety Improvements		
Budgeted	£4,000	
Actual	£4,902	
Difference	-£902	Overspend covered by money held in reserves.
Grass cutting		
Budgeted	£1,000	
Actual	£2,106	
Difference	-£1,106	Overspend covered by money held in reserves.
Riverbanks		
Budgeted	£200	
Actual	£410	
Difference	-£210	Overspend covered by money held in reserves.
Other payments		
Budgeted	£0	
Actual	£1,290	
Difference	-£1,290	Housing Needs Survey - 1st payment £1,000. Lockdown wheelie bin £290.
GPC/S137/Charitable donations		
Budgeted	£200.00	
Actual	£400.00	
Difference	-£200.00	Overspend covered by money held in reserves.
Playing field - other		
Budgeted	£0	
Actual	£69	
Difference	-£69	Signs for playing field

PAYE		
Budgeted	£0	
Actual	£63	
Difference	-£63	PAYE owed before salary reduced.
National insurance		
Budgeted	£0.00	
Actual	£322.54	
Difference	-£322.54	Clerk's salary below NI threshold but employer's NI still owed.
Receipts		
Licence fees		
Budgeted	£300	
Actual	£220	
Difference	-£80	Outstanding fees.

The budget is currently on track.

Reserves balance as of 23rd August 2023:

Earmarked reserves: £88,186

General fund: £11,672

Total funds: £99,858.47

g) External Audit Certificate and Notice of Conclusion of Audit from PKF Littlejohn.

The following comments were made on the External Audit Certificate:

On the basis of our review of sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in sections 1 and 2 is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

*Other matters affecting our opinion which we draw to the attention of the authority:
None.*

10. Planning issues

a) DC/23/1197/FUL - Visitor Centre, Animal Health Trust, Lanwades Park, Kentford - Change of use and conversion of existing visitor centre from commercial, business and service (class E) to seven residential units and external alterations.

It was resolved that Moulton Parish Council would object to this application for the following reasons:

- This site is outside the Kentford Housing Settlement Boundary and is therefore classed as countryside. This building does not meet the criteria for development under DM5, DM27 and 28a as no evidence has been provided that alternative uses have been explored for the building to be used for employment/economic development, tourist accommodation, recreation and community facilities. The building was a successful café and Moulton Parish Council believes that the building should be retained as a café/community facility to provide much needed amenities for the site and for the residents of Kentford and nearby businesses as there is no village hall or community space in Kentford.
- The former Animal Health Trust site is not a sustainable location with Kentford lacking sufficient infrastructure for further development. Local schools and GP surgeries are already

under pressure and there are not enough amenities close by for any new homes. The Transport Assessment is inaccurate and does not reflect the true nature of pedestrian and cycle accessibility to the site. The only way to reach the bus stops in Kentford and the village centre is along a narrow, poorly maintained pavement which runs alongside the busy B1506. At peak times the junction of the B1085 and the B1506 is extremely busy and difficult to cross in a car, let alone on foot with a poor visibility splay particularly for anyone crossing from the opposite side of the road to the Bell pub. There is no pedestrian crossing making it perilous for anyone trying to get across. This has been recognised in the planning application for Kennett Garden Village. It is already a condition of this application that a roundabout be put in at Bell pub junction to make it safer.

- Contrary to what is in the Transport Statement, there is not a regular bus service and residents would be reliant on cars.
- There are no safe routes for cyclists to get into Kentford, let alone to Moulton or Newmarket. The B1506 is an extremely fast, straight road, which only the bravest cyclist would use. The rural roads to Moulton and Newmarket have a national speed limit of 60mph which is not compatible with safe walking or cycling. There are no public footpaths from Kentford to Moulton providing an alternative safe route. There are also no public footpaths in Kentford. The nearest one is the Icknield Way which can only be accessed at the eastern end of Kentford. This means that there are limited walking and cycling opportunities generally from Kentford unless people use a car. There are no communal spaces in Kentford for outdoor recreation and residents would have to travel to Moulton or one of the nearby towns.

b) DC/23/1370/P3CMA - Building 33, Animal Health Trust, Lanwades Park, Kentford- Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 - change of use from commercial (class E) to 2 dwellings (class C3) and other General Permitted Development applications for Lanwades Park (previously the Animal Health Trust site in Kentford).

It was resolved that Moulton Parish Council would object to these applications for the following reasons:

- The Transport Statement is incorrect. There is not a regular bus service.
- Pedestrian access to Kentford is along a narrow, poorly maintained pavement which runs alongside the busy B1506. Crossing the B1506 and B1085 at the Bell Pub junction is difficult in a car, let alone on foot as there are no pedestrian crossings.
- Kennett station only has an hourly service. There is virtually no parking at Kentford station so the only way for the train service to be used is if residents walk or cycle to the station which would mean crossing the B1506.
- There are no safe routes for cyclists to get into Kentford or to the station, let alone to Moulton or Newmarket. The B1506 is an extremely fast, straight road, which only the bravest cyclist would use. The rural roads to Moulton and Newmarket have a national speed limit of 60mph which is not compatible with safe walking or cycling. There are no public footpaths from Kentford to Moulton providing an alternative safe route.
- There are no communal spaces in Kentford for outdoor recreation and residents would have to travel by car to Moulton or one of the nearby towns. The same with access to shops and other facilities. There is a post office store in Kentford but the nearest main facilities are in Newmarket and Bury St Edmunds. Kentford does not have sufficient infrastructure to make it sustainable already, without the addition of these homes.
- Access from the Animal Health Trust site is onto the B1506. Although the speed limit is 40mph it is a straight, fast road and vehicles travel at speed. There are already frequent accidents at the Gypsy Corner link road to the A11 which is close to the site. Since the closure

of a nearby bridge, more traffic is using the link road to access the A11. This includes large lorries trying to find a cut through on a narrow road which is not suitable for large vehicles. The slip road onto the A11 is short and dangerous, a problem which will be exacerbated by any increase in vehicles from the Animal Health Trust site.

- Sire Lane is another concern. It is a small paved narrow access road to the properties in Lambert's Grove. It is not designed for heavy traffic and is not suitable as a secondary access to the Animal Health Trust site.
- Moulton Parish Council also objects to this application because of the potential negative impact on an existing business at Lanwades Hall. Under permitted development rights impacts of noise from commercial premises on the intended occupiers of the development is a consideration when making a decision. The existing wedding and events venue hosts events with loud music and dancing late into the night which is covered by their premises and wedding licences. The noise impact on any properties built on the Lanwades Park site will be much greater due to their proximity to the venue.
- The land has a historic link to the horse racing industry. Moulton Parish Council understands that West Suffolk Council has a Memorandum of Co-operation with the Jockey Club to preserve the long term sustainability of the horse racing industry, and that the Animal Health Trust site is considered to be horse racing land and therefore not subject to General Permitted Development Regulations.
- The applications are within the curtilage of two listed buildings, Lanwades Hall and the visitor's centre. It is the Parish Council's understanding that General Permitted Development Regulations do not apply to land within the curtilage of listed buildings.
- Under normal planning rules, a development of this size would be required to provide amenities for residents. Whilst the provision of smaller homes is welcomed, creating a community requires a mix of properties to cater for a range of housing needs. It is disappointing that the application does not include measures to improve the quality of life for any people who move there.

d) DC/23/1400/TCA - Handsell House, 6A The Street, Moulton - One Larch (T1 on plan) and one Pine (T2 on plan) raise crown to six metres above ground level.

It was resolved that no objections would be made to this application.

e) Cheveley (East Cambs) Neighbourhood Plan Pre-submission consultation.

It was resolved that no response would be submitted.

f) DC/23/1392/TPO - 1 The Green, Moulton - Fell 1 x sycamore.

It was resolved that no objections would be made to this application.

11. Highways/Rights of Way issues/tree/transport issues

a) Update on the Section 130a notice issued to Suffolk County Council.

Suffolk County Council has issued an enforcement notice to the landowner to remove the fencing and vegetation overhanging the footpath. The landowner has suggested a possible diversion onto Moulton Road.

It was resolved that Moulton Parish Council would submit the following feedback to Suffolk County Council about the proposed diversion:

The landowner's proposal is to divert back (AB) onto Moulton Road (also known as Cheveley Road). Moulton Road is a busy 'cut through' route with a national speed limit and no pavement making it unsafe for walkers. Moulton Parish Council believes that this path would not be widely used because of this. A better alternative would be to divert along the boundary (AD) in a south west direction to join Mill Road.

Mill Road is a much quieter road with a wide verge which leads to the Village of Ashley. From there it would also be possible to link in with the public footpath to Dalham. Once in Dalham walkers could join footpath 9 back to Moulton. This route would be far more appealing as it has some beautiful views of the Kennett valley, and more importantly safer for walker with the added benefit of creating a circular route.

b) Change of speed limit along the B1506 near Boy's Grave junction and replacement directional signs.

Replacement signs have been ordered but are not an SCC priority as they are not mandatory signs. SCC's Asset Team has advised that they are tentatively scheduled for replacement in the financial year 2024/2025. It was resolved that Moulton Parish Council would contact Kentford Parish Council to find out if they would be willing to share the cost with Moulton Parish Council along with a contribution from County Councillor Andy Drummond. The clerk agreed to find out the cost of the replacement signs.

Suffolk County Council's Safety and Speed team have confirmed that a 40mph limit would not be considered here, regardless of the results of any speed survey, as this location does not meet the majority of their criteria for a 40 mph reduction to a national speed limit carriageway.

They have advised that a 50mph zone from Kennett, extending to the Newmarket side of the crossroads is more likely to be approved but this would be strictly dependent on the outcome of a speed survey and any recommendations that are made. There would have to be either a very high volume of speeding traffic here or other exceptional circumstances involved before any reduction would be considered here (the collision records here alone are insufficient for this) and Suffolk Police do not currently consider this a site where they recommend a speed reduction.

It was resolved that Moulton Parish Council would contact Kentford Parish Council to find out if they would be willing to contribute towards the cost of a speed survey. County Councillor Andy Drummond agreed to pay 50% of the cost.

c) Update on the 20's Plenty for Suffolk campaign and the possibility of writing to Suffolk County Council to ask them to review their speeding policy.

Moulton Parish Council has received the following response from Richard Smith, Cabinet Member for Economic Development, Transport Strategy and Waste.

Forgive me replying once to four Parish Councils which you Clerk, but the points they raise, under your authorship, are essentially the same and are covered by my response below:

Many would disagree with the views expressed by Members of Risby, Ousden, Stradishall and Moulton Parish Councils concerning 20mph speed limits. The County Council has no plans to implement blanket 20mph speed limits, except on a detailed case-by-case basis through the well-established Traffic Regulation Orders, where special local circumstances apply, proven by data and surveys.

Some Parish Councils who have contacted me over 20mph limits have also asked me to write in their supporting these zones to the Secretary of State for Transport. I am not willing to do this, but this, of course, does not preclude any or all of your four Parish Councils from doing so.

I am sorry that this reply will disappoint the members of your four Parish Councils covered by this reply.

It was resolved that Moulton Parish Council would challenge this response and push for more enforcement. County Councillor Andy Drummond agreed to contact County Councillor Bobby

Bennett about a review of Suffolk County Council's current speeding policy as some of her parishes have requested this as well.

d) Warning signs for Newmarket Road.

It was resolved that Moulton Parish Council would request two "no footway/"pedestrians in the road" signs to be installed halfway between the junction of Lark Hill/Moulton Road and the same distance the other side of Flint Cottages/Glebe House on the top of the hill. County Councillor Andy Drummond agreed to contribute 50% of the cost.

As there are existing concealed entrance/driveway signs in place, it was resolved that the Parish Council would not order replacements at this stage to avoid installing too many signs in one go but would consider revisiting this option at a later date.

e) Updates on the complaints to Suffolk County Council and Suffolk Police about speeding.

Responses have been received from both organisations, neither of which addressed the concerns raised.

f) Email from a resident about the speeding working group and speed reduction measures along Newmarket/Moulton Road.

The speeding working group has achieved what it set out to do with the installation of the village gateways and safety measures at Moulton Crossroad. It was agreed that it a speed watch update would be added to the agenda as a regular item so that councillors are kept up to date about the speeds vehicles are travelling through Moulton and use the data to push for more enforcement.

The resident also asked if the Parish Council would write to local farmers and ask them to reduce the speed of their vehicles in the village. Councillors agreed to monitor the situation and ask people who are concerned to note down the details of any vehicles causing a problem as the local farmer in Moulton already expects his drivers to show consideration when driving through the village and they may be coming from other farms.

12. To discuss the following playing field/play equipment issues

a) Latest playing field inspection reports:

The annual inspection report has now been received. This is a more detailed report which has raised a number of issues. It was resolved that the playing field group would go through the list and prioritise actions ready for the next meeting.

b) Servicing of the zip wire.

This will be arranged once the list of playing field actions has been agreed.

c) Licence agreements.

Playing Field Licences have been sent to Moulton Panthers and Vivo Outdoor Fitness.

d) Email from Moulton Village Hall.

The Parish Council has received an email from Moulton Village Hall about some of their football equipment which is stored at the village hall. Councillors confirmed that they would keep the large goal posts, football nets and one line marker. Mark Price agreed to speak to the Panthers about the remaining line markers.

13. Village issues:

a) Housing Needs Survey – draft summary report.

Councillors confirmed that they are happy with the draft summary report. The clerk agreed to let CAS know and arrange a follow up meeting.

b) Final version of the Moulton Emergency Plan.

It was resolved that a redacted version would be included on the Moulton website.

14. Correspondence:

- a) **Email from West Suffolk Council about Green Suffolk's Thermal Imaging Camera's Loan project.**
The project would need to be Parish Council led and a councillor would need to train to use the camera. The clerk agreed to email all the parish councillors to find out if anyone would be willing to train.
- b) **Information from Suffolk County Council about the Multiply Suffolk project offering bespoke coaching, training, and mentoring to support people into learning and employment across Suffolk by improving maths skills.**
This information will be included in the next newsletter.
- c) **Email from Headway Suffolk about their new brain injury rehab hub in Haverhill.**
This information will be included in the next newsletter.

15. Questions for the Council and any urgent business.

No issues were raised.

16. Any other business for noting or including on the agenda of the next meeting on Monday 21st November 2022

The following items are for noting:

- a) **Email from Environment Agency about vegetation clearing along the bottom of the River Kennett:**
The next maintenance check on the River Kennett is due between January and March 2024 and the aquatic vegetation management should take place at the same time.
- b) **Vegetation on pavement from St Peter's Avenue to Church Road.**
Ryan Bragg agreed to clear it.
- c) **Change of meeting time.**
As there is only one Pilates class starting at 6pm, future meetings will start at 6pm as well.

The following items are for including on the next agenda:

- a) **Update on the village sign.**

16. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information

- a) **To discuss staffing matters.**
It was resolved that members of the press and public would be excluded.

There being no further business the main meeting closed at 8.19pm.

Signed (Chairman) Dated