



## **AGENDA**

**of the WEST ROW Parish Council meeting to be held on 21<sup>st</sup> July 2021 at**

**7.00 pm at The Church Hall**

Members of the press and public are welcome to attend and may speak on any item on this agenda for the first 10 minutes of the meeting. They may remain and observe the rest of the meeting.

**Prior to the meeting, the Chairman will ask for one minutes silence to be observed to remember Councillor John Smith**

### **District and Parish Councillor John Smith**



John will be sadly missed in West Row.

He was a passionate community campaigner, chairing the West Row Action Group and was the lead in the formation of West Row Parish Council in 2019, chairing the shadow committee to help the smooth transition from Mildenhall.

John was recently granted the Freedom of West Row by the Parish Council, the first person to receive this honour.

The new parish of West Row and Isleham Marina serves as an enduring tribute to his commitment to our village.

Many of us in West Row will miss him greatly and our condolences go to his family.



2021/66	<b>CHAIRMAN'S WELCOME and APOLOGIES FOR ABSENCE</b>	
a.	Cllr M Peachey, Chairman of WRPC, to welcome all to the meeting	
b.	Apologies for absence	
2021/67	<b>DECLARATIONS OF INTEREST</b>	
a.	Declaration of any disclosable pecuniary interest in any item of business	
b.	Declaration of any personal and/or prejudicial interest in any items on the agenda	
c.	Written requests for dispensations for disclosable pecuniary interests	
d.	Grants to any requests for dispensation	
2021/68	<b>PUBLIC PARTICIPATION (10 MINS)</b> members of the public may speak.	
2021/69	<b>EXTERNAL REPORTS</b>	
a.	C/Cllr Colin Noble (Suffolk County Council and West Suffolk District Council)	
b.	D/Cllr D Waldron (West Suffolk District Council)	
c.	Sqn Ldr Al Balmer (RAF Mildenhall)	
2021/70	<b>APPROVAL of MINUTES OF PREVIOUS MEETINGS</b>	
	(i) To consider the accuracy and approval of the minutes of the Meeting held on 23 <sup>rd</sup> June 2021	PAPER A
	(ii) Matters arising not covered by this agenda	
2021/71	<b>PLANNING MATTERS RELATING TO WEST ROW</b>	
a.	<b>To consider application no: DC/21/0687/FUL</b> Consultation Expiry: 28 July 2021 Proposal Planning application - one dwelling and alterations to existing access following demolition of existing garage/office and containers Location <b>102 Church Road West Row</b> IP28 8PF Applicant <b>Mr And Mrs Chapman</b> <a href="https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QUBLRDPDJXA00">https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QUBLRDPDJXA00</a>	PAPER B
b.	<b>To consider Application no: DC/21/1229/HH</b> Consultation Expiry: 15 July 2021 Proposal Householder planning application - two bay cart lodge with storage area Location <b>37 The Green West Row</b> IP28 8QJ Applicant <b>Kevin Levell</b> <a href="https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QUBLRDPDJXA00">https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QUBLRDPDJXA00</a>	PAPERS at C
c.	To consider the email from Isleham Parish Council about the IPC Neighbourhood Plan	PAPER D
d.	To Note the Reach PC (East Cambs) Neighbourhood Plan pre submission: reply to WRPC query	PAPER E
e.	<b>To consider the motion suggested by the Vice Chair</b> in response the email from Mr James-Atkins (previously circulated) "It is proposed that the Parish Council write to the Suffolk department concerned to express our support for an extension bearing in mind all the detail provided which has prevented the work from being completed thus far."	PAPER F
f.	<b>To consider application DC/21/0687/FUL</b> Consultation Expiry: 28 July 2021 Proposal Planning application - one dwelling and alterations to existing access following demolition of existing garage/office and containers Location <b>102 Church Road West Row</b> IP28 8PF Applicant <b>Mr And Mrs Chapman</b> <a href="https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QQL45WPDINR00">https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QQL45WPDINR00</a>	PAPER H



g.	<b>To consider application DC/21/1382/EIASCO</b> the Proposal Town and Country Planning (Environmental Impact Assessment) Regulations 2017 - scoping opinion Location <b>West Mildenhall Site Sa4a Land Off West Row Road</b> Mildenhall Suffolk <a href="https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QVKMKJPD02M00">https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QVKMKJPD02M00</a>	PAPER I
h.	<b>To consider application DC/21/1267/HH Consultation Expiry: 19 July 2021</b> Proposal Householder planning application - installation of four roof lights in attic and two windows to ground floor level on side elevations, b. one replacement window at ground floor level on side elevation Location <b>85 Isleham Marina, Sandpiper Fen Bank West Row</b> CB7 5SL <a href="https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QUOKDTPDK1E00">https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QUOKDTPDK1E00</a>	PAPER J
i.	<b>To consider WRPC reply to Beck Row application: DC/21/1159/OUT</b> <a href="https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QTMANQPDJQ800">https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=QTMANQPDJQ800</a>	
j.	<b>To consider highlighting the lack of any paths/cycle tracks</b> between West Row and Beck Row: support to see if they can include the initiative in the scheme at i. above.	
2021/72	<b>WEST ROW NEIGHBOURHOOD PLAN</b>	
a.	Update on WRPC Neighbourhood Plan and SCC Neighbourhood Planning Guidance	PAPER K
2021/73	<b>MATTERS RELATING TO GOVERNANCE</b>	
a.	To receive and Note Flow Chart to illustrate procedures regarding declaration of interests	PAPERS at L
b.	To receive and examine the West Row Parish Councillors Code of Conduct and to ask each member of the Council to sign in agreement to the Terms therein	
2021/74	<b>MATTERS RELATING TO STREET FURNITURE/ AMENITY PROVISION</b>	
a.	Update on new additional benches	
b.	Update on footpaths/ bridleway projects	
c.	Update on daffodil planting project / school children assistance	
d.	Report on Speed Indicator Device findings	
e.	Update on the overgrown hedges obstructing vision	
f.	To consider the revised WRPC grass cutting contract (Cllr Peachey) deferred to August meeting	
g.	Update on the footpath Fp51 (the Gravel): response from SCC PROW	
h.	Police attendance at Parish Council meetings, email from PS 1845 Karl Benton	PAPER M
i.	To agree quotes for benches and planters: 5no. benches (as seen before) £2618+VAT, 2no. brown recycled plastic planters <a href="https://www.recycledfurniture.co.uk/Planters-and-Raised-Beds/Camberley-Planter">https://www.recycledfurniture.co.uk/Planters-and-Raised-Beds/Camberley-Planter</a> £820 + VAT, estimate to lay concrete bases and fix benches £150 each, WRPC plaques estimate £20 + VAT each (7 required)	
j.	To consider Christmas Lights for tree near Fish Shop - do we want white, static coloured, twinkling coloured, or colour changing! Estimate £750-£1000 + VAT depending on choice (already budgeted for).	
2021/75	<b>OTHER WORKING PARTY UPDATES/ REPORTS</b>	
a.	Report from SCC/WRPC meeting Tues 6 Jul 2021.	PAPER N



# West Row Parish Council

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 Chairman: Cllr Michael Peachey

	Consider Parish reply to SCC consultation East of Beeches Road	
b.	Report from SCC/WRPC meeting 13 <sup>th</sup> July 2021	PAPER O
b.	Update on West Row Blue Plaque/Heritage Group	
c.	Update on the Quiet Lanes initiative (designated lead councillor Cllr Hamill)	
d.	Update on provision of new rubbish bins / map examples at <a href="https://uk.glasdon.com/litter-bins/dog-waste-bins">https://uk.glasdon.com/litter-bins/dog-waste-bins</a>	PAPER P
2021/76	<b>FINANCIAL and DATA PROTECTION MATTERS</b>	
a.	To consider and confirm Accounts Payable for July 2021	PAPER Q
b.	To Note the ICO Certificate Reference: ZA755907	
c.	To consider the purchase of a WRPC gazebo @ £859 plus VAT	
d.	To receive and consider the Internal auditors report 2020-2021	PAPER R
2021/77	<b>ALLOTMENT MATTERS</b>	
a.	Update on new allotment holders- offer letters	PAPER S
b.	To consider previously uncultivated plots (not cultivated): report from clerk (on the night)	
2021/78	<b>EVENTS 2021 and 2022</b>	
a.	To update on plans for the Christmas 2021 event (Cllr Hamill)	
b.	To update on plans for the Queens Platinum Anniversary event (Cllr Bebee) and to receive the guidance for potential events from SCC and to consider information on beacons.	PAPER T PAPER U
2021/79	<b>CHAIRMAN AND COUNCILLORS' REPORTS and SUGGESTIONS (on the night)</b>	
a.	<u>Chairmans report and suggestions, to include:</u> (i) Local "cemetery tour" update (ii) Letter as previously circulated from Cllr L Stanbury re. provision of surgery at Mildenhall	PAPER V
b.	<u>Councillors reports and suggestions:</u> (i) To consider report from Cllr Fisher: West Row Parish Council Website Upgrade and Hosting	PAPER W
2021/80	<b>CORRESPONDENCE &amp; EXCHANGE OF ADDITIONAL INFORMATION</b> (at the discretion of the Chairman)	
2021/81	<b>EXCLUDED ITEM</b>	
	To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed at item 2021/239 (commercially sensitive matter)	
	<b>AGENDA ITEMS FOR NEXT MEETING</b> Please contact the clerk if you have agenda items	



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Parish Council

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**CONFIDENTIAL ITEM**

Councillors will be in breach of West Row Parish Councillors Code of Conduct if this quote is discussed with anyone other than a Councillor.

2021/82	To consider the quote from RH Landscapes - clearing of footpath	PAPER X
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To consider the quote from RH Landscapes - clearing of footpath