

Grundisburgh & Culpho Parish Council
Minutes of a Meeting of the Council held on Monday 11th November, 2013
in the Parish Rooms, Grundisburgh.

NOTICES had been posted according with regulations.

Present:- Messrs.G.Caryer, D.Crowe (in the chair), C.Doyle, J.Dunnett, G.Hartfall, Mrs.J.Bignell, Mrs.J.Crowe, Mrs.S.Grahn, Mrs.A.Willetts, Mrs.A.Woods, County Councillor P.Bellfield, District Councillor T.Fryatt, PCSO J.Byde and 2 members of the public.

1. Apologies for absence Mr.R.Graham (business), Mr.M.Sanders (family)

2. To receive member's declarations of interest No interests were declared.

3. Minutes - The minutes of a Meeting of the Council held on the 9th September, 2013 had been circulated and were therefore taken as read. It was proposed by Mrs.Willetts seconded by Mrs.Crowe, to unanimous approval, that these minutes be signed by the Chairman as a true record.

Matters arising

3.1 Ablitts Meadow Sand Box A Sand Box has been purchased and will be installed by Suffolk County Council. The County Council will provide laminated notices for all Sand Boxes in Grundisburgh warning residents against illegal use.

3.2 Unsuitable for HGV Signs have been placed on the B1078 & Charity Lane junction and at Bond's Corner. The cost has been borne by County Councillor Bellfield's locality budget.

3.3. Footpaths & Environment County Council Highways Officer Debbie Adams has met a representative of Flagship Housing concerning Footpath 19 (Post Mill Gardens/Meeting Lane) overhanging hedge. The work has been authorised to remove this hedge and it will take place on 18 and 19 November. Mrs.Adams has suggested that Flagship erect notices to inform residents that the hedge is being removed.

3.4 Pavements The poor state of the pavements in Grundisburgh, particularly from the Village Hall to the Alice Driver Road junction and Orchard End was reported to Customer Services Direct (CSD) on the 17th September.

4. Police Matters PCSO Byde reported that several speed checks had been carried out in Grundisburgh by hand held speed guns and speed indicator devices. Very few vehicles were observed exceeding the speed limit. There had been a recent spate of young men throwing dog mess from fido bins at houses in Meeting Lane. This activity has now stopped following Police intervention.

The Mobile Police Station will be on the Village Green from 09.30 on Tuesday 3rd December and 14th January 2014.

Police Direct, the free messaging service, sends messages by Voicemail to landline numbers, Email and text messages to mobile phones.

Heating Oil thefts are a problem and Mrs.Byde encouraged residents to protect their properties – security items can be purchased from the police.

Smoke from fires drifting across public roads was an offence and she urged that instances should be reported immediately to the police.

5. District Councillor's Report District Councillor Tony Fryatt reported that the Local Development Framework Core Strategy has been challenged and as a result not enough housing land has been identified for the District Council's housing target for the next 5 years. Planning appeals which in the past would have been upheld are now being approved by Inspectors. More resources are being allocated to speed up site specific allocations in the framework process.

It was now approved that an East Anglian Offshore Wind Farm Lorry Park will be situated at Playford. Steps will be taken to mitigate traffic problems.

Consultants are being employed to resolve the District Council's computer and telecom system problems.

Dr.Dan Poulter MP will be holding a Surgery in Grundisburgh on the 13th December, 2013.

6. County Councillor's Report County Councillor Peter Bellfield reported that the BT contract for Customer Services Direct (CSD) will run out in 2014 and will not be extended. The work will be brought back "in house".

The County Council are entering into a joint enterprise with Waveny District Council bringing several offices in Lowestoft under one roof. It is estimated that this will make savings of £3m in the first ten years.

Education in Suffolk had recently received a bad press. The County Council's major objective is to improve exam results and standards. GCSE results had shown a small improvement of 5% (135 out of 151) below the national average down from 9% (149 out of 151). A level results were above the national average.

The County Council faced the daunting prospect of having to save £156m over the next four years. Central Government grant will fall by £50m over 2 years which is 37% of the total grant.

7. Grundisburgh & Culpho Village Matters

7.1 Bus Services The Tuddenham Parish Council Clerk has submitted an article for the Grundisburgh & District News about complaints she has received about the local bus service since a recent operator change.. The "News" editor has also received a similar complaint from a Grundisburgh resident. .

7.2 Standing Orders Revised NALC Model Standing Orders has been published. The Chairman and Clerk will review this document to see whether any changes need to be made to the Parish Council's Standing Orders.

7.3 St Jude's storm – 28 October 2013 Some homes were without electricity for several days whilst others experienced reduced power and others only had short periods being cut off. A message was sent on Wednesday morning on the What's on in Grundisburgh News Group asking villagers to look out for elderly and vulnerable neighbours and informing them that UK Power Network were arranging for a Catering Vehicle to be on the Village Green that day from 1.00pm – 3.30pm to dispense hot drinks and food. Representatives from UK Power Network were on hand to give villagers an idea when power will be restored. If anyone wanted more information to they could contact the emergency call centre The Post Office and Olde Forge Stores placed posters in their windows and Mr.Caryer placed a notice in the Village Green "A"Board.

This was the worst storm to hit our region since the gales of 1987. Whilst the worst of the storm seemed to only last about 20 minutes in the areas it hit its impacts were felt by many for the rest of the week. Thousands of homes were left without power, telephone communications were disrupted because cordless landline phones require electricity and there was significant disruption to travel, damage to homes, vehicles and other infrastructure.

An event of this magnitude inevitably overwhelms the capabilities of the majority of responding agencies and to this end the Joint Emergency Planning Unit is encouraging communities to have a simple Community Emergency Plan in place to enable them to be contacted during an event and to have an information cascade process in place to keep the community informed, identified locations (drop in centres or rest centres) where people can gather and to have agreements in place with neighbouring communities who may not be experiencing the same problems. Further information on Community Resilience can be found on www.Getpreparednow.co.uk. The Parish Council has previously examined a Community Action Plan devised by Suffolk ACRE and found it too complicated and unwieldy but it was agreed that this should be re-examined. .

Local tree surgeon Kevin Muttitt has been asked to examine the Willow Tree on the Green. He will also be asked to examine the tree on Weir Pond Green. The branches brought down by high winds on the 28th October were removed by BTS on Wednesday 30th October providing a good photo opportunity for Anglia TV who were filming the Catering Van.

UK Power Network wrote to all Grundisburgh residents informing them that they were doubling the statutory payments for those who were 48 hours or longer without a power supply.

It was suggested that the power supply to Grundisburgh lacked robustness and this should be addressed to UK Power Network.

7.4 Road Closures It was agreed that Road Closures were not managed as effectively as they should and that the Roads & Transport Committee should investigate.

Grundisburgh & Culpho Village Matters cont...

7.5 Vandalism The District Council's Scrutiny Committee has identified vandalism as an area for its review with the aim of ascertaining what more the Council might do to help prevent vandalism. The Committee would like to identify the extent of vandalism across the District, its different forms, its effects, what is already being done to address the issue, probable causes etc. It was agreed that, at this point in time, Grundisburgh and Culpho did not have a vandalism problem.

7.6 Allocation of local needs affordable housing. Martin Collett, Operations Director, English Rural Housing Association had sent a letter to the Parish Council expressing his concern that the 2011 Localism Act gives local authorities increased flexibilities as to how they manage their housing waiting lists. Most have now undertaken a consultation and implemented a revised approach with the majority using the opportunity to exclude certain groups from their lists where they are not considered to have a significant housing need. English Rural have consistently made the point that in rural areas, where affordable homes have been specifically provided for local people, this should continue although others on the waiting list may have greater housing need but no local connection. The provision of homes in Grundisburgh for local people has brought great social benefits for the village.

Ablitts Meadow is managed by English Rural who do not use the District Council's Choice Based Lettings System so their homes will continue to be allocated to local people. The position of homes in Pipes Close, Lampits Row and Bakers Pasture which are managed by Flagship and Hastoe Housing Associations is unclear but all have Section 106 agreements restricting allocation to local people.

It was agreed that the Clerk should ask Mr. Collett if he would have any objection to his letter being passed to Mrs. Doreen Savage, District Council Cabinet Member for Housing for her comments.

7.7 Allotments Mr. Dunnnett suggested that as some of the allotments at the end of the plot were extremely large they should be divided into two plots when they became vacant. He had noted that some plots were only partially used.

8. Financial Matters

8.1 Precept The Clerk reported that a letter has been received from the Leader of Suffolk Coastal District Council informing parish councils of their plans for the Council Tax Support grant.

When Localisation of Council Tax Reduction Scheme (LCTRS) was introduced in 2013/14, the Council Tax Support grant came as a clearly identifiable amount of £203,000 within the District Council's formula grant. However, the current consultation on the 2014/15 and 2015/16 Local Government Finance Settlement does not show any separate figures for Council Tax Support funding.

This comes against a background of a reduction in Suffolk Coastal District Council's grant funding of 22% since the Spending Review 2010. While SCDC's other main source of income, the Council Tax, has been frozen since 2010 – meaning a reduction in the Council Tax baseline of £800,000 by 2015/16.

Looking to the future, Suffolk Coastal is facing further reductions in its Government funding of nearly 30% over the next two years (12.5% in 2014/15 and 17% in 2015/16). Despite these financial challenges, Suffolk Coastal remains committed to parish councils. Therefore, Suffolk Coastal intends to continue to fund the LCTRS on a reducing scale - phasing the original amount out by 2017/18 at a rate of 25% each year.

Similar to 2013/14, these annual amounts will be allocated in line with the reduction in our tax base.

This grant is aimed at protecting local Council Taxpayers from the adverse impacts of the LCTRS. It does not come with any special conditions from Suffolk Coastal governing how parish council's decide to utilise this grant. That is a decision purely made by each Towns or Parish Council.

Details of the exact grant amounts will be sent to all Town and Parish Clerks shortly to clarify their individual council's position. The Parish Council grant for 2013/2014 was £1,847 so this should be reduced by 25% (£369) in 2014/2015 and should be able to be recouped by raising the precept without having to conduct a referendum. If this is done in subsequent years the Parish Council must budget for no increase in income for the next 4 years.

8.2 Finance Sub Committee. The Committee met on the 22nd October to discuss policy and strategy and to get a better understanding of the financial issues facing the council. The minutes of this meeting were distributed to all councillors and are appended to the minutes of this meeting.

8.3 Request for grants Received from Disability Advice Service, Home Start, Red Cross. It was agreed that these should be considered by the Finance Sub Committee.

8.4 Letter of thanks Received from Mrs.Ingrid McIvor (Royal British Legion), 1st Grundisburgh Scouts
Financial Matters cont...

8.5 Ratification of payments made since the last meeting and approved at the time

The Flag Loft	£99.60	St.George's Flag – St.Mary's Church
Mr.R.Fletcher	£444.00	Village Green Grass Cutting June/July
1 st Grundisburgh Scouts	£325.00	Village Stream Cleaning
Mr.B.Quinton	£55.30	Wheat for Village Green Ducks
Ipswich Borough Council (Greenways)	£400.00	Donation cutting & removing grass from Millennium & Lyttleton Meadows
Mr.J.Dunnett	£78.56	Millennium Meadow – petrol, gravel boards, bench top replacement and replacement post to bridge rail.
Grundisburgh Tennis Club	£1,000.00	Grant towards the cost of replacing tennis courts chain link fencing
Mr.J.Ager	£513.60	Clerk's Salary August/September 2013
	£51.74	Clerk's Expenses August/September 2013
Suffolk ACRE Services	£557.81	Parish Council Insurance
Royal British Legion	£40.00	Donation
BDO LLP	£156.00	Audit fee 2012/2013

It was proposed by Mr.Doyle seconded by Mrs.Willetts, to unanimous approval, that these payments be ratified.

8.6 Emergency payments made prior to the meeting under Section 5.7 of Financial Standing Orders

F.Masters Ltd	£90.00	Cleaning WW11 plaques on War Memorial
Mr.R.Fletcher	£222.00	Village Green Grass Cutting August
HM Revenue & Customs	£194.60	Income Tax

8.7 Other payments requiring approval

SALC	£25.20	6 months provision of payroll service to September 2013
SALC	£24.00	SALC AGM – 2 delegates
Mr.J.Ager	£517.20	Clerk's Salary October/November 2013
	£46.84	Clerk's Expenses August/September 2013
	£17.58	A4 paper, folders, envelopes.
Anglian Water	£32.48	Allotment water charges 26 July – 29 October
Mr.R.Fletcher	£222.00	Village Greens Grass Cutting September/October

It was proposed by Mr.Hartfall seconded by Mrs.Willetts, to unanimous approval, that these payments be paid

8.8 Budget Report The Clerk presented the report for the financial year to date – copy attached.

8.9 Account Balances as at 11th November, 2013

Business Tracker Account	£60.50
Current Account	£6,492.79
Post Office Investment account	£20,221.02
VAT to claim	£1,617.96
Total	£28,392.27

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9. Highway Matters

9.1 Gull Lane Bridge The Chairman will contact County Council Highways regarding long promised repairs to the bridge which have not been carried out.

9.2 Gull Lane traffic Mr.Dunnett said that traffic had recently increased by 300% and asked for a passing place to be made halfway up the hill from the entrance to Brook Farm to Stoney Road.

9.3 Bonds Corner Sign Post. County Council Highways have inspected the post and will look at replacing it this later this year.'

Highway Matters cont...

9.4 Road Signs The following signs have been reported to the District Council for re-painting/replacement

- Alice Driver on the north side of the junction with Rose Hill
- Gurdon Road on the south side of the junction with Woodbridge Road
- Orchard End – the “leading to Bakers Pasture” sign.

9.5 Olde Forge Stores traffic A request was made to County Council Highways Department to see whether any additional measures could be put in place to reduce the speed of traffic approaching the Village Green from the B1079. Cars leaving the Olde Forge Stores often reverse into the main road or find their vision restricted turning left by parked cars and turning right by the bend in the road.

The Department replied that there are existing warning signs for ducks and a SLOW marking advising drivers to slow down because there is a hazard ahead. There are not any measures that can be introduced; there are no warning signs for accesses. According to the Highway Code drivers should not be reversing out into the road (section 201).

9.6 The Spinney, Meeting Lane Building works are causing considerable damage to verges; mud on the road has not been removed and parking of contractors on the passing place is making negotiating this very narrow section of the lane difficult if not dangerous. The Police and County Council Highways were informed on the 8th November.

Mud on the road and parking are a police responsibility. The police are visiting the site. Damage to verges is the responsibility of the Highways Department who are arranging the area to be inspected.

9.7 The Street, Grundisburgh. Pot holes opposite Commerce House will be reported to CSD.

10. Planning Report Mrs. Willetts reported:

10.1 Applications approved by Suffolk Coastal District Council

DC/13/2050/FUL Stable Block at Grundisburgh Hall, Ipswich Road. Alterations including: window openings, new windows and external doors, internal partitions, doors and door openings, floor level changes and new suspended floor for bathroom, structural repairs and roof strengthening.

DC/13/2171/FUL Hazeldene, Ipswich Road, Demolition of existing detached garage and erection of single storey extension to side and rear.

DC/13/2315/FUL Land South of Mistyleigh, Clopton Road, Grundisburgh. Use of land and buildings as riding school and erection of shed for storage

The Parish Council and several neighbours objected to this application. One spoke at the Development Control Committee Meeting which dealt with this application. Unusually there are 13 conditions attached to the permission including limiting the number of horses to be used for lessons and hours that the site can be operated and materials to be used for the access. Neighbours have already complained that these conditions have been and are being broken. They have been advised to keep a diary and report directly to the District Council.

DC/13/2445/FUL 37 Stoney Road, Grundisburgh. Erection of glass and pvcu conservatory on rear elevation

DC/13/2609/FUL Land to the rear of Highbank and off Alice Driver Road, Grundisburgh. Erection of two detached dwellings and associated garages.

A Meeting of the Planning Sub Committee was held on the 9th October, 2013. Members of the public were able to view the planning application documents prior to the start of the meeting.

Several points were discussed regarding issues around access and protection of existing trees but there was no objection to the planning application. The general view was an acceptance that houses were likely to be built at some time and that it was better to have two (even though they are large) houses rather than several, especially from an increased traffic perspective.

The Parish Council have concerns about the increasing number of large properties proposed and the loss of green space in the centre of Grundisburgh. Eight large properties have either just been completed or in the course of construction and many small properties have been extended in the last five years which changes the profile of the village.

The Parish Council do not object to the planning application but do have some concerns regarding the construction stage of the development and have asked that the following points should be taken into consideration.

Planning Report DC13/2609/FUL cont...

1. During construction no site vehicles should stop or park outside the boundary of the site. With a school so close to the site there must be very clear adherence to Health & Safety and means of enforcing "No Authorised Access" Children walking past the site will be tempted to walk in to see the development.
2. A gated access could cause traffic problems with queuing and backup onto Alice Drive if the gates are shut and delivery vehicles are trying to gain access to the new houses. This is likely to be an issue during school drop-off and pick-up times when the road is particularly busy.
3. As the site is situated next to existing residential property consideration should be given to working start and stop times. There should be no early or late building activity (including deliveries).
4. Any trees damaged should be replaced.

Everyone needs to be vigilant. Mud on the road for example needs to be reported quickly so that the developer can arrange for clearance.

10.2 New application

DC/13/2713/FUL 20 Stoney Road, Grundisburgh. Erection of drop kerb to allow access to property.

10.3 Applications refused by Suffolk Coastal District Council.

C13/1130 Land and part gardens of 3 Saddlers Meadow and Saddlers Cottage, Woodbridge Road, Grundisburgh. Use of land for the erection of two dwellings with vehicular access via Saddlers Meadow (Revised Scheme to 12/1176)

Mrs. Willetts spoke on behalf of the Parish Council at the Development Control sub on the 12th September and was very pleased to report that this application was refused though she expects the applicant to go to appeal; which must be lodged within 6 months. .

11. SALC Coastal Area Meeting Report The Chairman and Clerk will represent the council at SALC's Annual General Meeting to be held on the 12th November.

12. Public Open Forum As a member of the public wished to address the meeting Mr. Caryer proposed seconded by Mrs. Willetts, to unanimous approval, that the formal meeting be temporarily suspended. The following issues were raised.

- Village Green The willow tree will be inspected by a Tree Surgeon,
- Footpath 19 hedge (Post Mill Gardens to Meeting Lane). This hedge will be removed on the 18/19 November

13. Footpaths & Environment Report Mrs. Grahn reported:

13.1 Organised Walks A walk to Woodbridge will take place on the 8th December and the Christmas Walk to Little Thatch, Culpho on the 18th December.

13.2 Public Footpaths/Bridleways Bridleway 48 sign on Stoney Road and Footpath 2 sign opposite Little Thatch, Culpho (C323). Both have collapsed. A wood retaining plank on the steps leading to the entrance of footpath 23 is missing. These will all be reported to CSD.

13.3 Millennium Meadow The bridge from Footpath 13 needs repair. This will be reported to CSD.

14. Any other business (information exchange/agenda items for next meeting).

14.1 Annual Parish Meeting This will be an agenda item on the next meeting to be held on the 13th January, 2014.

14.2 2014 Council Meeting Dates 13 January, 10 March, 12 May, 14 July, 8 September, 10 November. All meetings to be held in Grundisburgh Parish Rooms starting at 7.30pm except for the July meeting which will be held on St. Botolph's Church, Culpho.

Action Summary

7.2 Chairman & Clerk

7.3 Chairman & Mr.Doyle

7.4 Roads & Transport Committee

7.6 Clerk

7.7 Clerk

9.1 Chairman

9.2 Clerk

9.7 Clerk

13.2 Clerk

13.3 Clerk