

Grundisburgh & Culpho Parish Council
Minutes of a Meeting of the Council held on Monday 14th July, 2014
in St.Botolph's Church, Culpho.

NOTICES had been posted according with regulations.

Present:- Messrs. G.Caryer, D.Crowe (in the chair), J.Dunnett, G.Hartfall, D.Higgins, R.Youngman, Mrs.J.Bignell, Mrs.J.Crowe, Mrs.S.Grahn, Mrs.A.Willetts, Mrs.A.Woods, District Councillor A.Fryatt, PCSO J. Byde, Acting Sgt Clabburn and 3 members of the public.

The Chairman welcomed Mr.David Higgins to his first meeting as a member for Grundisburgh.

- 1. Apologies for absence** Messrs.C. Doyle - holiday, Mark Sanders - resigned, County Councillor P.Bellfield,
- 2. To receive member's declarations of interest** No interests were declared.
- 3. Minutes** The minutes of the Annual Meeting of the Council held on the 12th May, 2014 had been circulated and were therefore taken as read. It was proposed by Mr.Hartfall seconded by Mrs.Willetts to unanimous approval, that these minutes be signed by the Chairman as a true record.

Matters arising

3.1 Emergency Planning The Clerk reported that meetings had been held with representatives of St.Mary's Church, Baptist Chapel, Lyttleton Club, Lunch Club and Gurdon Trust to discuss the formation of an Emergency Committee. Excellent progress had been made and the group had been heartened by a massive response for volunteers and those with gas hobs who could supply hot water and food in emergencies. The Dog Inn had been particularly generous in their response.

4. Police Matters PCSO Byde reported very low crime levels for both villages. The 12PT crime report for June had been circulated to members. Tiles had been stolen from the roof of Culpho Church and an assault in Grundisburgh had been dealt with. Thefts of heating oil are on the increase. The Clerk said that incidents of bags of dog waste being thrown at houses had been solved by cooperation between the police and the parish council. He thanked PCSO Byde for her swift action. Her local knowledge was invaluable. Mr.Harfall complimented the police on their "1st class" response to a vandalism incident in Culpho. PCSO Byde was asked to investigate inconsiderate parking on Rose Hill, Park Road and Meeting Lane. Her attendance at the Village Show was much appreciated.

5. District Councillor's Report District Councillor Tony Fryatt reported that changes to the waste collection arrangements would make annual savings of £230,000. A move from the Melton offices is planned. He asked for applications for grants from his enabling budget. The District Council are organising a very comprehensive programme of sporting and cultural activities for children during the summer holidays. An appeal against the District's refusal for a planning application for a 160 acre solar farm at Hatcheston had failed. An oral hearing for the appeal against the Adastral Park proposed development will take place on the 30th July and the proposed boundary changes hearing will take place next week. 3 short stay permanent gypsy and travellers sites are planned for the county. .

The Local Plan site specific consultation will take place later this month and the parish council will shortly be receiving from the District Council a package of information relating to Grundisburgh & Culpho.

The Clerk will ask Suffolk Coastal Services whether grass cutting intervals have been reduced in Grundisburgh.

6. County Councillor's The Clerk said that County Councillor Bellfield was unable to attend the meeting but is working from home and contactable by Email or telephone.

7. Grundisburgh & Culpho Village Matters

7.1 Dog Fouling A complaint had been received that dog fouling is increasing in Grundisburgh. The Clerk will ask Suffolk Coastal Services to post more warning notices in the village.

7.2 Recycling Experience Tours An invitation has been received, which was forwarded to members, to visit the Materials Recycling Facility at Great Blakenham.

7.3 Annual Parish Meeting The Clerk had circulated a letter from a Town Clerk in Yorkshire published in the July edition of The Clerk magazine detailing her unsuccessful attempts to raise enthusiasm for her council's Annual Parish Meeting which resulted in no member of the public turning up. From the editors comments it appears that this is national problem. Grundisburgh & Culpho appear to be unique in running highly successful and well attended Annual Parish Meetings.

8. Financial Matters The Clerk reported:

8.1 Remembrance Sunday The Parish Council has budgeted a donation to the British Legion of £40 - part of which is spent on a wreath for the Grundisburgh War Memorial. Wreaths are also going to be placed on the grave of the WW1 grave of Frank Lambert, who is buried in the Field of Honour at Ipswich Cemetery, and WW11 graves of Eric Nunn and Douglas Rayfield who are buried in St.Mary's grave yard. These will cost £12 each. Mrs.Willetts proposed seconded by Mrs.Crowe, to unanimous approval, that the council increases it's grant to the British Legion to £76 to cover the extra cost of the three wreaths..

8.2 Rolls of Honour The restoration of the rolls has been completed and the frames are in the process of being restored. Non reflective glass is being fitted.

8.3 Letters of thanks. Received from Citizens Advice Bureau, Benefice of Great & Little Bealings with Playford & Culpho, Disability Advice Service, East Anglian Air Ambulance, Grundisburgh Youth Club, Headway, Home Start, Red Cross, Marie Curie Cancer Care, Suffolk Accident Rescue Service. Suffolk Wildlife Trust.

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

Mr.Tom Havard	£86.50	Repairs Half Moon Green Notice Board
Mr.R.Fletcher	£160.00	Village Green grass cutting March
Parish Rooms	£64.00	Hire of Parish Rooms 2013/2014
SALC	£25.20	Payroll Service
	£18.00	Clerk's Networking Day 6 March 2014
Grundisburgh Village Hall	£20.00	Hall Hire Annual Parish Meeting
S.C.Pearce & Sons Ltd	£98.00	Repair to Meeting Lane seat
HM Revenue & Customs	£266.40	Income Tax
Grange Farm Shop	£250.40	Annual Parish Meeting Catering
Suffolk Coastal District Council	£82.80	Annual Parish Meeting - printing
SALC	£485.00	Subscriptions 2014/2015
Mr.J.Ager	£515.20	Clerk's Salary April/May2014
	£88.31	Clerk's Expenses December April/May 2014
	£24.45	Stationery
	£61.98	HP Colour Laser 2550 Cyan cartridge
Community Action Suffolk	£30.00	Annual Subscription 2014/2015
Suffolk Coastal Services Ltd	£62.40	Trade Refuse Collection Service - St.Mary's churchyard
Suffolk Coastal Services Ltd	£76.80	Dog Waste bags
Suffolk Coastal District Council	£82.80	Printing - Annual Parish Meeting
GADS	£5.00	Annual Parish Meeting - Glass Hire
Anglian Water	£28.55	Allotment Water Charge 20/01/14 - 30/04/14

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

St.Botolph's PCC	£195.00	Grant towards cost of maintaining church yard
St.Mary's PCC	£640.00	Grant towards cost of maintaining church yard
Citizens Advice Bureau	£25.00	Donation
Disability Advice Service	£50.00	Donation
East Anglian Air Ambulance	£100.00	Donation
Headway	£25.00	Donation
Marie Curie Cancer Support	£100.00	Donation
Red Cross	£25.00	Donation
Suffolk Accident Rescue Service	£100.00	Donation
Little Bealings Parish Council	£100.00	St.Botolph's Benefice Magazine
Starlight	£25.00	Donation
Suffolk Family Carers	£25.00	Donation
Suffolk Wildlife Trust	£60.00	Donation
Youth Club	£600.00	Grant
Mr.J.Dunnett	£25.00	Pressure washing of allotment wall

It was proposed by Mrs.Crowe seconded by Mrs.Bignell, to unanimous approval, that these payments be ratified.

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

Thorogood Timber plc	£344.16	Village Sign Post
Mr.R.Fletcher	£240.00	Village Green grass cutting April
	£115.00	Village Green fence repair
Louisa di Capite	£80.00	Rolls of Honour restoration
Mr.B.R.Quinton	£61.20	Duck Food

8.6 Other payments requiring approval

Mr.J.Ager	£513.60	Clerk's Salary June/July 2014
	£103.32	Clerk's Expenses December June/July 2014
	£25.65	A4 Paper & Envelopes
HM Revenue & Customs	£193.00	Income Tax
CPRE	£36.00	2014 Membership
1st Grundisburgh Scouts	£50.00	Distribution of New Village Hall Update
Mr.P..Finch	£350.00	Painting 16 Fire Hydrants, Renovate paint & varnish Meeting Lane seat, paint metal frames of seats at Woodbridge Road, Saddlers Meadows, Village Hall Remove heavy foliage to expose speed signs on Park Road, B1079 junction and numerous other signs to Grundisburgh Corner, Lower Road and B1079 Materials £200 Labour £150
Mrs.S.Grahn	£20.10	10th Anniversary Walk to the Millennium Meadow refreshments

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

8.7 Account Balances as at 14th July, 2014.

Business Tracker Account	£62.22
Current Account	£6,695.95
Post Office Investment account	£20,372.68
VAT to claim	<u>£152.93</u>
TOTAL	£27,283.78

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

9. Highway Matters The Chairman reported that a meeting of the Roads & Transport Committee had been held on the 25th June . The minutes had been distributed to all members.

It was agreed that a Concealed Entrance Sign should be purchased and erected on Weir Pond Green to warn vehicles of vehicles emerging from the entrance at the Olde Forge Stores forecourt.

Pothole repairs, overgrown hedges, worn white lining had all been reported but it was felt that budgetary restraints were delaying action.

10. Planning Report Mrs.Willetts reported:

10.1 New applications

DC/14/0917/FUL Maple Lodge Woodbridge Road resubmitted with a reduced 2nd storey. This application has had to be resubmitted as the boundary of the site with the 2 new properties on the old Lavenro site were disputed.

DC/14/1855/VOC Abbey Farm variation of conditions 8 and 18 These related to parking and manoeuvring. In fact this is a retrospective application for the parking bays and assess as existing.

10.2 Appeal Dismissed

C13/1130 Land and part gardens of 3 Saddlers Meadow and Saddlers Cottage, Woodbridge Road, Grundisburgh

The inspector considered the main issues whether the appeal proposal would preserve the setting of the listed building; whether the proposed development would preserve or enhance the character or appearance of the Grundisburgh Conservation Area, and; the effect of the proposed development on the living conditions of nearby residents, with particular reference to noise and disturbance from vehicle movements.

The Inspector found that the appeal proposal would fail to preserve the setting of the listed building and would fail to preserve the character of the Grundisburgh Conservation Area. It would be contrary to policies SP15 and DM21 of the adopted Suffolk Coastal District Local Plan Core Strategy and Development Management Policies Development Plan Document 2013 (the DPD). It would also be contrary to policies AP1 and AP28 of the Suffolk Coastal Local Plan (the Local Plan). These policies require that development enhances and preserves the distinctive historical and landscape character of the District and that the form, design, scale and layout of development in conservation areas relates satisfactorily to their surroundings. In particular Local Plan policy AP28, which is embodied within Core Strategy Policy SP15, specifically protects from development those gaps, gardens and spaces which make an important contribution to local character in their undeveloped form which are currently not identified on a proposals map. It would also conflict with the guidance and evidence set out in the adopted Grundisburgh and Burgh Joint Conservation Area Appraisal 2010 CAA. Accordingly, it would also conflict with the objective of the National Planning Policy Framework (the Framework) to conserve heritage assets in a manner appropriate to their significance.

10.3 Listed Buildings Mrs.Willetts has not succeeded in getting any properties listed, mainly because the process is not as straightforward as she had hoped. Never-the-less placing buildings on the District Council's "None Listed Heritage Assets Register" offers some protection without the formalities or listing and is a much simpler process. Listing could follow.

10.4 Local Plan Advance notice has been received from the District Council that they are now progressing work on the Site Specific Allocations and Area Specific Policies and will shortly be sending the Parish Council a package of information relating specifically to the parishes.

11. Public Open Forum No member of the public wishes to raise any issues.

12. Footpaths & Conservation Report Mrs.Grahn reported that the 10th Anniversary Walk to the Millennium Meadow will be held on Saturday 19th July leaving the Village Green at 10.30am.

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

13.1 Village Show 12 July The organisers were congratulated on another brilliant and highly successful show.

13.2 Weir Pond Green Several branches may need removing. Mr.Dunnett, Tree Warden, will investigate.

13.3 New Village Hall The Parish Council has no role to play in the building of a new hall or the disposal of the existing hall unless a planning application is involved where it has its duty as a statutory consultee to fulfil. Referring to the note, New Village Hall Update received by householders, Mrs Willetts asked if there was any time constraints on the return of comments to the New Village Hall Steering Group. The Chairman stated they were needed as soon as possible so that plans could be produced.

13.4 2014 Council Meeting Dates 8 September, 10 November. All meetings to be held in Grundisburgh Parish Rooms starting at 7.30pm.

13.5 Charity Concert Mrs.Crowe reported that a concert by Upbeat and the Coffee Chorus on the 6th July had raised over £1,200 which had been donated to Headway

14. Vacancy for new member for Grundisburgh (closed session) Mrs.Bignell proposed seconded by Mrs.Crowe, to unanimous approval, that Mr.Michael Taylor be co-opted as a member for Grundisburgh,

Action Summary

- 3.1 Clerk
- 5. Clerk
- 7.1 Clerk
- 8.1 Clerk
- 8.2 Clerk
- 9. Roads & Transport Committee
- 13.2 Mr.Dunnett