

Grundisburgh & Culpho Parish Council
Minutes of a Meeting of the Council held on Monday 10th March, 2014
in the Parish Rooms, Grundisburgh.

NOTICES had been posted according with regulations.

Present:- Messrs. G.Caryer, D.Crowe (in the chair), J.Dunnett, M.Sanders, Mrs.J.Bignell, Mrs.J.Crowe, Mrs.S.Grahn, Mrs.A.Willetts, Mrs.A.Woods, County Councillor P.Bellfield, District Councillor T.Fryatt, 4 members of the public.

1. Apologies for absence PCSO Jacqueline Byde

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 13th January, 2014 had been circulated and were therefore taken as read. It was proposed by Mr.Dunnett seconded by Mrs.Willetts, to unanimous approval, that these minutes be signed by the Chairman as a true record.

Matters arising the Clerk reported:

3.1 Emergency Planning It had been impossible to arrange a meeting of representatives of St.Mary's Church, Baptist Chapel, Lyttleton Club, Lunch Club and Gurdon Trust to discuss the formation of an Emergency Committee. Some preparatory work has been carried out including a list of those who could be vulnerable and may need help in times of emergency.

4. Police Matters In the absence of PCSO Byde the Clerk reported that in February this year three crimes were recorded in Grundisburgh two in the same month last year. A cycle was stolen but later found. A garden shed was entered and items stolen. One person is currently on police bail for GBH.

PCSO Byde had informed him that dog waste from the fido bin on Weir Pond Green was thrown at a house in Gurdon Road on four successive evenings the previous week and some deposited on top of a garden lamp. The house owner had seen youths running away and is very upset at this continual harassment. Her son is studying for his GCSCs' and doesn't need this distraction. If the parish council cannot fit a new bin with a lockable lid can the bin be removed ? The bin is owned by the Parish Council.

In order that the house owner could address the meeting Mr.Caryer proposed seconded by Mrs.Willetts, to unanimous approval, that the formal meeting be temporarily suspended and members of the public invited to address the meeting.

The house owner said that she and her family had suffered many months of harassment which included the throwing of dog waste at her home and "knock and run" incidents. The police had been informed and she commended PCSO Hyde for her help and support.

In return to the formal meeting it was agreed that, as a temporary measure, the fido bin on Weir Pond Green should be removed. It was hoped that this would relieve the problem but the installation of lockable bins should be considered if the problem persists. The Clerk would ask PCSO Byde to write a notice asking for the help of the public in indentifying and prosecuting the offenders to be posted on the What's on in Grundisburgh News Group.

5. District Councillor's Report Mr.Fryatt reported that the District Council had frozen council tax for four years which is a huge achievement. The Planning Department had to cope with a huge work load and seven extra staff had been recruited. During last year it had to deal with 1500 applications including 700 new homes. Considerable savings had been made by management re-organisation with Waveney District Council and working with Suffolk Coastal Services to make savings in waste collections.

6. Electoral Review of Suffolk Coastal: Draft Recommendations Grundisburgh Ward would include Culpho, Otley, Clopton, Debach, Boulge and Burgh. Representations must be submitted by the 28th April. Dr Poulter recommends that Bredfield should be included in the Grundisburgh Ward rather than a Woodbridge Ward. It was agreed that the parish council should support these proposals.

7. County Councillor's Report Mr.Bellfield reported that the wet conditions had prevented more permanent work being carried out on pot holes. There had been no cut back on the Highways budget. The County Council was taking firm action in dealing with the failing Suffolk Schools.

8. Grundisburgh & Culpho Village Matters.

8.1 Introduction of the District Council's New Public Access System A meeting is being held on the 28th March to introduce the new system. Mrs.Willetts will attend.

8.2 Village Green Mr.Fletcher is replacing several rotten posts.

8.3 Suffolk Coastal District Council Footway Standard Lighting The District Council owns six footpath lights in Grundisburgh and will be implementing the use of an Intelligent Lighting System to control them. This system is already being used by the County Council and will allow part-night lighting to be introduced when a light can be switched off for part of the night.

9. 2014 Annual Parish Meeting 8th April, 2014

- Distribution by councillors and post
- Reports from Lyttleton Club, Baptist Church, St.Mary's Church, St.Botolph's Church, Local History Society, Guides & Brownies
- Items relating to the 1st World War will be borrowed from the Records Office and St.Mary's Church records. .
- Grundisburgh News slide show of 2013/2014 photos
- Refreshments will be provided by Mr & Mrs.Youngman

10. Financial Matters

10.1 Budget 2014/2015

The minutes of the meeting of the Finance Sub Committee containing the Committee's recommendations and a proposed budget had been circulated to all Councillors prior to the meeting.

Mrs.Grahn proposed seconded by Mr.Caryer to unanimous approval, that the Finance Committee's budget recommendations for the 2014/2015 financial year be approved.

10.2 Payments received since the last meeting

National Savings & Investment £151.66 Interest

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

Eastern Facilities Management Solutions	£714.53	Playing Field Grass Cutting 2013
Mr.B.R.Quinton	£50.49	Duck Food
Mrs.S.Grahn	£52.89	Christmas Walk refreshments
	£14.00	Christmas Walk – gift for Mrs.Cooper
Mr.I.Langdon	£90.00	Village Green Christmas Tree & Lights
Mr.J.Ager	£510.00	Clerk's Salary December 2013/January 2014
	£54.84	Clerk's Expenses December 2013/January 2014
	£58.90	HP Colour Laser 2550 Yellow Cartridge.
HM Revenue & Customs	£192.60	Income Tax
Grundisburgh Village Hall	£20.00	Hire of Village Hall Extraordinary Meeting 29November
Mr.J.Dunnnett	£38.32	Millennium Meadow –bush saw blade, oil and petrol
Norse Commercial Services Ltd	£64.00	Dog Waste Bags
Society of Local Council Clerks	£87.00	Annual Subscription

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

Financial Matters cont...

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

Mr.B.R.Quinton	£55.30	Duck Food
Anglia Water	£15.63	Allotment Water Charges

10.5 Other payments requiring approval

Mr.J.Ager	£439.80	Clerk's Salary February/March 2014
	£48.53	Clerk's Expenses December February/March 2014
	£577.00	Clerk's Office Allowance 2013/2014
1st Grundisburgh Scouts	£300.00	Bus Shelter & Phone Box Cleaning 2013/2014

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

10.6 Account Balances as at 10th March, 2014.

Business Tracker Account	£60.50
Current Account	£3,130.96
Post Office Investment account	£20,372.68
VAT to claim	<u>£1,761.48</u>
TOTAL	£25,325.62

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

11. Planning Report Mrs.Willetts reported:

11.1 Application approved by Suffolk Coastal District Council

DC/13/3531/FUL 32 Post Mill Gardens, Grundisburgh. Erection of single-storey front extension.

11.2 Application refused by Suffolk Coastal District Council

DC/14/0012/FUL Maple Lodge, Woodbridge Road, Grundisburgh. Construction of part one and a half & part single storey extension to form granny annex. It is understood that the application is to be re-submitted with a reduced second storey.

11.3 New application

DC/14/0387/FUL Farrows End, 15 Playford Corner. The removal of an existing pre-fabricated garage, replaced with a double storey garage/workshop with self contained granny annex above. The Parish Council objected to this application. The proposed granny annex is not well related to the main extended semi detached dwelling. It could not be incorporated into the existing dwelling when no longer required. It could easily become a separate dwelling contrary to policy DM6 of SCDC Local Plan 2013.

11.4 New applications to be considered by the Planning Committee after the meeting.

DC/14/0299/FUL 26 Stoney Road, Grundisburgh. Erection of a single-storey side extension to dwelling

DC/14/0708 Churchill, Meeting Lane, Grundisburgh. Erection of a two-storey extension, single story car port and alterations to existing garage.

Planning - New applications to be considered by the Planning Committee after the meeting cont....

DC/13/2619 Development Site at Top Field, Barn Farm, Ipswich Road, Grundisburgh. Erection of a New Village Hall and 24 dwellings as enabling development (21 open market and 3 affordable dwellings) (Outline with all matters reserved except access.

- The layout has been amended to include the eight affordable dwellings (33% of total number of dwellings to be provided)
- The mix of open market dwellings has been adjusted accordingly to retain a total of 24 dwellings.
- The affordable dwellings are proposed as being four two bed bungalows for shared ownerships and four one-bed apartments (in a two storey block) for affordable rent; their car parking is shared in area to the north between the dwellings.
- Increased planning buffer to the south –east corner of the residential element.
- The inclusion of bungalows to the road frontage reduces the apparent scale/height of the development when viewed from the Ipswich Road – these single storey dwellings would be at the top of the bank accessed via the footpath.
- The larger four and five bedroom dwellings have been retained at the southern end of the site as these lend themselves to larger plots, this effectively reducing the density of development creating a more diluted edge to the village rather than hard “urban” edge; this would be further enhanced by the retention and reinforcement of the established hedgerow along Gull Lane and to the adjacent Village Hall site.

The siting of the entrance to the site was criticised by Mr.Dunnett who preferred an entrance in Wood Farm Lane. It was pointed out that the application “was with all matters reserved except access”. The proposed access had been positioned by the County Council Highways Department who are statutory consultee to the District Council on highways matters. The Highways Department had determined sight lines which meant that several trees had to be removed but a replanting programme will place mature, 7-8m, trees to preserve the existing street scene.

11.5 Listed Buildings Mrs. Willetts said that a meeting of the Planning Committee was held on the 5th February to discuss Listed Buildings within the village. Mr.Sim attended. At the moment Grundisburgh has only 16 listed buildings within the recognised village boundary. The last to be listed was the Old School in 1988. The Committee felt that listing could help to protect the historic village in a way that Neighbourhood Plans can’t. Anyone can suggest a building to English Heritage for listing; the case is examined and a recommendation made to the Secretary of State who makes the decision on whether to list. All buildings built before 1700 which survive in anything like their original condition are listed as are most of those built between 1700 and 1840. Listing is not a preservation order, preventing change. Listing is an identification stage where buildings are marked and celebrated as having exceptional architectural or historic special interest Listed buildings can be altered, extended and sometimes even demolished within government planning guidelines. The local authority uses listed building consent to make decisions that balance the site’s historic significance against other issues such as its function, condition or viability.

The committee agreed that there were many properties within the village that would warrant listing for a variety of reasons. Many were built between 1700 and 1840 and form very important visual links within the historical core of the village.

The Committee suggests that a start should be made with the Baptist Church built in 1798.

After discussion it was agreed that any application should be made with the consent of the owners.

11.6 Appeal A appeal has been lodged against the District Council’s refusal of C13/1130 Land and part gardens of 3 Saddlers Meadow and Saddlers Cottage, Woodbridge Road, Grundisburgh. It was agreed that the parish council should write to the Inspector reiterating the objections made to this application.

12. Neighbourhood Plans Mr.Crowe said that a meeting of the Planning Committee will be held shortly to determine whether or not it should recommend that Grundisburgh should produce a Neighbourhood Plan. A key question would be “does the District Council’s Local Plan’s policies provide adequate protection for the village”. If it does a Neighbourhood Plan would not be necessary. He cited the example of Rendlesham where a large number of new homes were scheduled to be built. The village wanted to ensure that the village infrastructure and services are preserved and that some lost amenities should be restored. It was suggested that the Annual Parish Meeting would be a good time to report the Committee’s findings.

13. Public Open Forum Mr.Caryer proposed seconded by Mr.Sanders, to unanimous approval, that the formal meeting be temporarily suspended and members of the public invited to address the meeting. The following issues were raised.

- The siting of the proposed entrance to the Top Field Development, the loss of trees and the state of the roads and pavements were criticised

14. Footpaths & Environment Report Mrs.Grahn reported:

A meeting of the subcommittee had been held on the 3rd March.

- A quotation of £317.81 incl VAT has been received for a replacement green Oak Village Green Sign Post 200m x 200m x 4.8m.
- The Annual Litter Pick will be held on Saturday 29th March.
- A walk to the Millennium Meadow will be held on the 22nd July to celebrate the 14th Anniversary of its opening.
- Mr.Alan Dunnett is quoting for the restoration of the Half Moon Green Notice Board
- The Committee agreed that a Community Orchard would be a tremendous asset to the village but the availability of a suitable site could be a problem. It was further agreed that someone should be recruited to spearhead the project.

15. Information exchange & agenda items for next meeting

2014 Council Meeting Dates 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. 2014 Annual Parish Meeting 8th April – Village Hall.

Action Summary

- 3.1 Clerk
- 4. Clerk
- 6. Clerk
- 8.1 Mrs.Willetts
- 9. Clerk
- 11.4 Mrs.Willetts
- 11.5 Mrs.Willetts
- 11.6 Mrs.Willetts
- 12. Chairman
- 14. Mrs.Grahn