

Grundisburgh & Culpho Parish Council
Minutes of a Meeting of the Council held on Monday 10th November, 2014
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, D.Higgins, M.Taylor, R.Youngman, Mrs.J.Bignell, Mrs.J.Crowe, Mrs.S.Grahn, Mrs.A.Willetts, Mrs.A.Woods, District Councillor A.Fryatt, and 3 members of the public,

1. Apologies for absence County Council Peter Belfield

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 8th September, 2014 had been circulated and were therefore taken as read. It was proposed by Mr.Higgins seconded by Mrs.Crowe, to unanimous approval, that these minutes be signed by the Chairman as a true record.

Matters arising.

3.1 Village Sign The Chairman reported that the new post had been erected and the sign was now back in place. He thanked the following for their help. Messrs.J.Broad, G.Caryer, A.Dunnett, R.Garnham, I.Langdon, S.Sim, and P.Voller. The old post has been given to St.Mary's Church and will be used to replace a gate post and by Mr.Hill, wood turner to make items for sale - proceeds towards the new extension fund.

3.2 Emergency Group Report The Clerk reported that the Group, comprising representatives from St.Mary's and Baptist Churches, Lunch Club, Lyttleton Club, Gurdon Trust and the Parish Council identified 48 vulnerable villagers they consider who may need help in emergency situations and 32 volunteers who are prepared to offer assistance. The vulnerable have been divided into areas and allocated one or more volunteers who will offer help if an emergency situation arises. Plans have been made to provide transport, hot water and meals if necessary.

4. Police Matters The Clerk reported:

The Clerk attended the Annual General Meeting of the Kesgrave & District SNT. The minutes were distributed to councillors prior to the meeting.

The 12PT report for October, distributed prior to the meeting, showed that Grundisburgh had 2 recorded crimes - 3 were recorded in October 2013. The Scouts had £1,600 worth of archery equipment stolen during two break ins at the Scout Hut. Some arrows have been found in the woods and footpaths in the general area behind St. Mary's Church/Cranworth Close and Stoney Road. Residents have been asked to be vigilant and report anything of concern they may find or any other information to the Police. Culpho had another crime free month. There has been a considerable increase in recorded crime (94) in the 12PT area compared to the previous month and the same month last year (77). Virtually all this increase occurred in the urban areas of Kesgrave and Rushmere St.Andrew. The 8 rural villages showed a decrease of 5 reported crimes during the same period. Grundisburgh has a very low level of crime compared with other communities but it has to be remembered that Kesgrave, Martlesham and Rushmere St. Andrew have a combined population of 24,000 compared with 1,400 in Grundisburgh and Culpho.

PCSO Jacqueline Byde has left the Police and has been replaced by PCSO Jeanette Pither who attended the September meeting. PC Simon Mortimer also has a responsibility for the Grundisburgh area.

Police Matters cont...

Mr.Dunnett said that at the September meeting he had reported to the police that vehicles were being parked dangerously on the narrow bend in Park Road and asked the police for news of off road motor cycles being stolen from Gull Farm. So far he had received no response. The Clerk will contact the police.

5. District Councillor's Report District Councillor Fryatt reported that an invitation had been sent to parish councils to apply to join a Parish/Town Council Working Group to review the Local Plan - Sites Allocations and Area Specific Policies. Mrs.Willetts has volunteered.

He had allocated £900 from his Locality budget to restore the Gurdon Banner in St.Mary's Church. He still had funds to distribute. It was suggested that more secure storage facilities for the Scouts was urgently needed

6. County Councillor's Report County Councillor Peter Bellfield was unable to attend the meeting but informed the Clerk that he is very pleased to report that there had been significant improvements in educational standards in the county. Year 1 Early Year Foundation Stage Profile was 59% which is 1% below national average as opposed to 49% previous year. 5 -7 years Reading 81% which is the average national level - previous 78%. Writing 71% - 1% above average national level - previous year 68%.

GCSE A-C had dropped 3.8% but nationally there had been a reduction of 6% due to changes in marking. A youth Employment Centre had been opened in Ipswich, the first in the country. It will offer free training and support to 16 - 24 year olds.

7. Grundisburgh & Culpho Village Matters

7.1 Remembrance Sunday The Clerk reported that the Council had been very active in commemorating the 100th anniversary of the commencement of the 1st World War. The Rolls of Honour in St.Mary's Church have been restored and non reflective glass fitted. A new roll commemorating the service of six women who served in the ATS and WAAF during World War 11 is being made by local artist Cindy Speer. Their names were mentioned in a provisional list but omitted from the Roll.

Wreaths have been laid at the village War Memorial and, for the first time, on the grave of Frank Lambert who lies in the World War 1 Field of Honour in Ipswich Cemetery and Eric Nunn and Douglas Rayfield who died in World War 11 and are buried in St.Mary's churchyard. An exhibition of local World War 1 memorabilia was staged at the Annual Parish Meeting where the Clerk gave a talk on the effect that World War 1 had on Grundisburgh and Culpho. His talk will be published in a journal to be published later this year by the Local History Society. Some of the exhibition material has been lodged with the Suffolk Records Office.

7.2 Village Green Ducks The Clerk had sought the advice of ornithologist Reg Snook who informed him that ducks are grazers and eat grass so the village green is an ideal home for them but they do need supplementary feeding to keep them healthy and wheat is ideal. Feeding also keeps them tame and less likely to fly away. However they don't need feeding every day. It was agreed that wheat should be purchased ex farm.

7.3 2015 Election 7 May 2015 & Parish Council Annual Meeting The Clerk reported that under S.7, Local Government Act 1972, local councillors retire together on the fourth day after the ordinary elections. Newly elected councillors come into office the same day.

Schedule 12 to the Act, Para 7, stipulates that the Annual Meeting must be held on, or within 14 days after, the day the elected councillors take office.

In other words, the chronology is as follows:-

Thursday May 7th - Election

Monday May 11th - Outgoing councillors retire. Newly elected councillors take office.

May 11th - 25th Annual Meeting (our scheduled meeting is on the 11th May)

An uncontested election will cost the parish council £100 - £150. The total cost of a contested election for a village of Grundisburgh and Culpho size will be approx £1,515. If there is a District Council Ward contest at the same time the cost will be split two ways. A contested General Election will trigger a three way split. £973 is set aside as an Earmarked Reserve for Election Expenses.

Grundisburgh & Culpho Village Matters cont...

7.4 Annual Parish Meeting This meeting must be held between 1st March and 1st June incl. The Clerk suggested that it is not too early to make plans and asked for suggestions for a guest speaker.

7.5 'A' BOARD The Chairman thanked Geoff Caryer and Sally Grahn who post information about village events on the Village Green "A" Board. Notice of Council Meetings will, in future, be placed on the Board.

7.6 St.Mary's Grave Yard. The waste bin is being filled by general rubbish. A sign should be on the bin stating that the bin should only be used for church yard waste - dead flowers, wreaths etc. The Clerk will investigate.

7.7 Village Green Trees The District Council's Arboricultural Officer has been asked to inspect the trees on Weir Pond Green and the Village Green and to advise on any work that needed to be carried out.

8. Financial Matters

8.1 New Village Hall The Chairman said that the planning process was almost complete and would be followed by a six week period during which a judicial review could be requested. If no application is made the Steering Group will resume its task of building a new hall. The Finance Sub Committee agreed in principle at a meeting held on the 22nd October, subject to further clarification, to recommend that a sum of money be allocated to the Village Hall Management Committee to pay initial solicitors and architects fees in connection with the building of a new Hall. It is anticipated that the Committee will receive £280,000 from the development in December. This facility is needed in case there is any delay in receiving this money. The Parish Council allocated £1,000 for expenses in 2005. So far £394 spent leaving a balance of £606 which may be insufficient to pay the initial professional charges. It was agreed that if this facility was needed the Steering Group should make an application to the Council.

8.2 Emergency Group The Finance Sub Committee agreed, at a meeting held on the 22nd October, to recommend to full council that £1,000 should be reserved for the use by the Emergency Group for relief work for vulnerable villages in times of emergency e.g. power cuts, bad weather conditions, flooding etc. Mr.Higgins proposed seconded by the Chairman, to unanimous approval, that £1,000 be placed in reserve.

8.3 St.Mary's Church Clock An application received from St.Mary's PCC for the Parish Council to pay for the cost of servicing the church clock and restoring the clock face at a total cost of £3,350.00 had been discussed at the Finance Sub Committee's Meeting on the 22nd October where it was agreed that the Clerk should ask the PCC whether other quotations and other sources of funding had been sought. The PCC had received one quotation from Hawards Horological Limited.

A reply stated that the work on the clock is very specialised and the PCC had been unable to obtain an alternative quote. The Diocesan Office in Ipswich does not know any other local company who could carry out the work. Hawards carry out the routine maintenance of the clock and are aware of what is involved in removing the dial. In the past the dial has been painted in situ but it has now reached the stage where to prevent damage through weathering it needs to be removed cleaned down and repainted with several coats of paint.

As the church clock is considered a village asset the PCC have always looked to the Parish Council for its upkeep and maintenance.

Mr.Hartfall proposed seconded by Mr.Dunnett that the Parish Council should consider funding the full amount if no other source of funding could be obtained. This was passed. 8 members voting for the motion and 5 against.

No decision was made as to the Parish Council's contribution, whether in full or part, but it was agreed that alternative sources of funding, e.g. our District Councillors Locality Budget, should be sought and that the issue should be discussed again at the Council's January meeting. It was noted that if the Parish Council paid in full the money would have to come out its reserves and the sum represented nearly a fifth of its annual precept.

8.4 Play Space Contributions The current cleared funds in the Play Pot for Grundisburgh and Culpho is £10,862.33.

8.5 Letters of thanks Received from Grundisburgh Baptist Chapel, Grundisburgh Scouts
Financial Matters cont...

8.6 Application for grants Received from Citizens Advice Service, Red Cross, Starlight, St.Mary's Church, Disability Advice Service. It was agreed that these should be considered by the Finance Sub Committee at its next budget meeting.

8.7 Payments received since the previous meeting

Allotment rents

Mrs.Hogg	£24.00
Mr.P.Turner	£24.00
Mr.D.Cole	£12.00
Mr.T.D.Lawrence	£12.00
Mrs.J.Ager	£12.00

Precept	£8,050.00 final instalment
Council Tax Support Grant	£694.52

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

Mr.R.Fletcher	£240.00 Village Green Grass Cutting June
Lyttleton Club	£100.00 Grant
Mr.J.Ager	£125.72 Colour Laser Black & Magenta Cartridges
Deben Frames Limited	£134.92 Rolls of Honour reframing
Grundisburgh Early Years Centre	£300.00 Grant
Voller & Dunnett	£340.00 Millennium Meadow notice board & display cabinet
Anglian Water	£30.22 Allotment water charges 01/05/14 - 28/07/14
Mr.R.Fletcher	£240.00 Village Green Grass Cutting July
Royal British Legion	£76.00 Donation to purchase remembrance wreaths
BDO LLP	£156.00 Audit Fee 2013/2014
Grundisburgh Baptist Church	£195.00 Grant - graveyard maintenance
1st Grundisburgh Scouts	£325.00 Village Stream cleaning
Ipswich Borough Council (Greenways)	£400.00 Donation cutting & removing grass from Millennium & Lyttleton Meadows
SALC	£235.20 Councillors Training Course - M.Taylor & D.Higgins
Mr.J.Ager	£513.60 Clerk's Salary August/September 2014
	£53.66 Clerk's Expenses August/September 2014
	£133.38 HP Color LaserJet Imaging Drum
HM Revenue & Customs	£192.60 Income Tax

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

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

Mr.J.Dunnett	£58.39 Millennium Meadow - wood preservative, fence posts & petrol
Suffolk Coastal Services Ltd	£76.80 Dog Waste Bags
Mr.J.Ager	£65.99 HP Equivalent Yellow Laser Printer Cartridge
Mr.J.Ager	£173.94 Dell C1765nfw Laser Printer
SALC	£18.00 Clerk's networking/information day
CAS Ltd	£271.97 Insurance

Financial Matters cont...

8.10 Other payments requiring approval

Mr.J.Ager	£513.60	Clerk's Salary October/November 2014
	£70.09	Clerk's Expenses October/November 2014
	£16.57	A4 paper & envelopes
Doyle Electrical Services	£36.00	Playing Field Pavilion Alarm service
	£234.00	Playing Field Pavilion Alarm replacement
Norse Commercial Services	£76.80	Supplying & fitting new plastic post to Woodbridge Road fido bin
Anglia Water	£27.29	Allotment water charges 27/07/14 - 27/10/14
Mr.B.Quinton	£39.50	Wheat - Village Green Ducks
Suffolk Coastal District Council	£18.90	Printing New Village Hall Update
Voller & Dunnett	£200.00	Preparation of new village sign oak post
Suffolk Coastal Norse Ltd	£276.00	New Fido Bin - Chapel Road

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

8.11 Account Balances as at the 10th November, 2014.

Business Tracker Account	£62.22
Current Account	£9,269.33
Post Office Investment account	£20,372.68
VAT to claim	<u>£461.72</u>
TOTAL	£30,165.95

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

9. Footpaths & Environment Report Mrs.Grahn reported that obstructions on the Town Lane Public Footpaths had been reported to the County Council's Rights of Way Department.

This year's Christmas Torch Lit Walk will take place on the 17th December to Mr & Mrs. Hill's home at "Chiltern Ross", Hasketon.

10. Highway Matters

10.1 Olde Forge Stores/Dog Inn. The Roads & Transport Sub Committee is arranging for a "Caution vehicles emerging from a concealed entrance" sign to be erected on Weir Pond Green to warn about vehicles leaving the Olde Forge Stores and Dog car parks.

10.2 Meeting Lane Verge General dissatisfaction was expressed at the manner in which the verge, damaged by contractors lorries during building work in the lane, had been repaired. .

10.3 Woodbridge Road. 30mph repeater signs are missing.

10.4 Pavements The pavement opposite the Post Office needs re-surfacing.

10.5 Pot holes Have appeared at the Meeting Lane/Stoney Road/The Green crossroads and on the Olde Forge Stores forecourt.

11. Planning Report Mrs.Willetts reported:

11.1 Applications approved by Suffolk Coastal District Council since the last Council Meeting

DC/14/2431/FUL Lavengro Woodbridge Road Grundisburgh Suffolk IP13 6UF. Proposed single-storey rear extension and erection of detached garage.

DC/14/2635/FUL Walnut House Meeting Lane Grundisburgh Woodbridge IP13 6UB. Demolition of existing porch and erection of larger porch.

DC/14/2692/FUL Uplees Meeting Lane Grundisburgh Suffolk IP13 6UB. Erection of a single-storey front porch extension.

DC/14/2653/FUL Gabledene Rose Hill Grundisburgh Woodbridge IP13 6TG Proposed front, rear & side extensions along with internal & external remodelling works removal of existing side single storey flat roof extension

11.2 New applications received since last the last Council Meeting Still pending consideration

DC/14/3032/LBC Old School The Green Grundisburgh Suffolk IP13 6NF Listed consent to install 6 boiler flues and 6 meter boxes to the Old school Building dwellings. Planning and listed consent to install 2 boiler flues and 2 gas meter boxes to the Headmasters house flats.

DC/14/3250/FUL Part West Garden Round House Post Mill Gardens Grundisburgh Suffolk
Severance of part west side garden and erection of dwelling and garage. Objections sent.

The Parish Council was shocked when the District Council granted permission to C13/1112 as there had been no material change in the reasons for refusal from the 4 previous applications. It was/is backland development and the sub-standard visibility at the junction with Post Mill Gardens remains an increasing hazard.

All previous applications have been for bungalows. The proposed property is described as a Chalet Bungalow. It is a large 4 bedoomed 2 ensuite bathoomed house. It is totally unsuitable for this backland setting. It will dominate the properties on either side and put at great risk the beech tree which the District Council recognised as 'making a valuable contribution to the character of the locality'. A property of this size is more likely to generate a number of car movements causing more hazards at the junction with Post Mill Gardens.

A note to the applicant at the end of the approval notice dated 23rd July 2013 states:

"The applicant is advised that, it is expected that any dwelling on this site will either be single-storey or single-storey with rooms in the roofspace".

The bungalow 25a Post Mill Gardens was built on the site of a redundant builder's workshop and is the only new build on this private track which contains the remains of the old Post Mill converted into The Round House. The Parish Council considers that a modest bungalow is the only building that should be allowed on the setting of this heritage site.

DC/14/3218/FUL Fenn Close Lower Road Grundisburgh Suffolk IP13 6UN Two storey side and front extension, construction of single bay detached cart lodge, block up existing vehicle access and form new vehicle access with power operated 5 bar type sliding gate remote controlled.

Objections sent that this is a large extension on a small cottage with no floor plan and no indication of intended use.

11.3 Application withdrawn

DC/14/2833/FUL 3 The Bridles, Saddlers Meadow, Grundisburgh. Proposed single storey dwelling on land adjacent to The Bridles. The District Council had prepared a report recommending refusal.

An appeal against refusal was dismissed on a previous application on this site - C13/1130 Land and part gardens of 3 Saddlers Meadow and Saddlers Cottage, Woodbridge Road, Grundisburgh. .

12. Public Open Forum Mr.Caryer proposed seconded by Mrs.Bignell, 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.

- Scouts Hopes have been raised by recent developments that archery equipment stolen from the Scout Hut will be recovered and the thieves apprehended.
- Minutes The Clerk will, in future, post minutes of Committee Meetings on to the Parish Council's Web Site.
- Meeting Lane The drainage ditch adjacent to the entrance to Orchard End is being used as a rubbish dump. The Clerk will investigate.

13. Information exchange/agenda items for next meeting.

2015 Council Meeting Dates 12 January, 9 March, 11 May, 13 July, 14 September, 9 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

- 4. Clerk
- 5. Clerk
- 7.2 Chairman
- 7.4 All
- 7.6 Clerk
- 7.7 Clerk
- 8.3 Chairman
- 10.1 Roads & Transport Sub Committee
- 10.3 Clerk
- 10.4 Clerk
- 10.5 Clerk
- 12 Clerk