

Grundisburgh & Culpho Parish Council
Minutes of a Meeting of the Council held on Monday 13th July, 2015
in St.Botolphs Church, Culpho

NOTICES had been posted according with regulations.

Present: - Messrs.G.Caryer (in the chair), J.Dunnett, D.Higgins, P.Kendall, J.Lapsley, M.Taylor, R.Youngman, Miss.V.Barker, Mrs.J.Bignell, Mrs.Laura Kavanagh Clark, Mrs.S.Grahn, Mrs.A.Willetts, District Councillor A.Fryatt and 2 members of the public.

1. Apologies for absence Mr.C.Doyle, County Councillor Peter Bellfield.

2. Cooption of new members for Culpho & Grundisburgh The Chairman proposed seconded by Mr.Taylor, to unanimous approval that Mrs.Kavanagh Clark, Mr.Peter Kendall and Mr.Richard Youngman be co-opted as members for Grundisburgh and Mr.John Lapsley be co-opted as member for Culpho. All signed a declaration of acceptance of office

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

4. Minutes. The minutes of the Annual Meeting of the Council held on the 11th May, 2015 and an Extraordinary Meeting held on the 22nd May, 2015 had been circulated and were therefore taken as read. It was proposed by Mrs.Willetts seconded by Miss.Barker to unanimous approval, that these minutes be signed by the Chairman as a true record.

Matters arising

4.1 Hannah Burch Memorial Seat Lord Cranworth has given his permission for the seat to replace the existing seat on the Village Green which will be installed under the Willow Tree facing St.Mary's Church. Mr.Fletcher will be asked to raise the canopy of the tree.

5. District Councillor's Report Mr.Fryatt reported.

5.1 Village of the Year competition. Mr.Fryatt congratulated Grundisburgh on winning the Suffolk Coastal section of the competition. The trophy, certificate and cheque for £200 will be presented to the Chairman by the Chairman of the District Council at the Village Show on the 18th July. The village will now go forward to the County competition.

5.2 Quality of Place Awards. The Suffolk Coastal Quality of Place Awards is designed to encourage an interest in the quality of the built environment of the district and to promote an awareness of the need for high standards in all forms of design. There are two categories (Design and Building Conservation) and some good entries have been received in both of these.

5.3 Unlisted Heritage Assets – Local Lists The District Council have now commenced a formal public consultation designed to establish the basic criteria for creating lists of heritage assets as identified by local communities. These are dwellings, artefacts or items that the community wish to see preserved. The consultation runs until 17 August. The protection to be afforded by this listing has not been specified, and this will be the subject of a new Supplementary Planning Document.

5.4 Issues and Options/Area Action Plans Two meetings have been held - 22 June for the Felixstowe Peninsular AAP and 23 June for the Site Allocations and Area Specific Policies. These will allocate land for development, covering a variety of uses including housing, employment, retail and community uses. They will also contain policies for specific sites and areas.

Some very useful progress was made. The output from these is currently being summarised and will be presented back to the next round of meetings planned for early August. The target is for a paper to Cabinet in September and then to start consultation at the end of September.

5.5 Affordable Housing in Rural Areas. The Affordable Housing Partnership initiative kicks off at the District Council Policy Development Committee on 14th July. The aim is to seek ways of increasing the provision of affordable housing in rural areas in all its forms:- social, shared equity, self-build etc. and the role that the District Council should have to create partnership working. The underlying principle is to strengthen communities by enabling people to remain in their village when situations change. This will need facilities for downsizing, first time buyers and also to encourage families to return to their home village. The District Council will be considering exception sites, community land trusts and ways in which District Council can support initiatives with financial assistance.

District Councillors Report - Affordable Housing in Rural Areas cont...

Parish Councillors commented that there was a pressing need for sheltered accommodation in Grundisburgh for elderly parishioners who wanted to downsize and wished to remain in the village. It was felt that this need would increase in the future as the population aged. The proposed selling of Housing Association rented accommodation was regretted as it would reduce even further the very limited number of affordable homes available for rent.

5.6 World of Planning Events. The District Council undertook four events between Waveney and Suffolk Coastal to which all Town and Parish councils were invited. The purpose of these events was to listen to the concerns and issues that Town and Parish Council's have about the planning service, and to report back on progress made. These sessions concentrated on affordable housing and guidance on how to get the best out of the public access computer system. There was also feedback on the points raised at the previous meeting. They were well attended and well received.

5.7 Community Infrastructure Levy (CIL) The CIL will be introduced in Suffolk Coastal on Monday 13 July. To date, there have been very few queries and these have related to technical aspects of the scheme.

5.8 Brown Bins. Suffolk County Council has released details of a Suffolk Waste Partnership proposal to charge for the Brown Bin service. Discussions on options have been in train for some time. Basically the County Council has decided to reduce, substantially, their financial support to the Districts for organic waste recycling. This places the Districts in the difficult position of either funding the shortfall themselves or having to charge for the service which would also involve a reduction in the service offered (e.g. no kitchen/food waste). The District Council has not committed to either charging for its Brown service or reducing the level of service. It will look at the business case for the new proposal compared with the status quo prior to making a decision. Ipswich has already said that will not charge; Mid Suffolk & Babergh already charge; St Edmundsbury and Forest Heath do not charge but are watching what other districts do.

6. Election of members to committees and representatives to village organisations

It was proposed by Mrs.Willetts, seconded by Mrs.Bignell, to unanimous approval that members should serve on the following committees in addition to those elected at the previous meeting.

Finance	Messrs.G.Caryer, R.Youngman
Footpaths and Environment	Mrs.L.Kavanagh Clark
Roads & Transport	Mr.P.Kendall

It was proposed by Mrs.Willetts, seconded by Mrs.Bignell, to unanimous approval that members should be appointed to represent the council on the committees of the village organisations in addition to those elected at the previous meeting.

Village Hall	Messrs.P.Kendall, M.Taylor
Playingfield	Mrs.L.Kavanagh Clark

7. Police Matters In the absence of a representative of the police the Clerk reported that there were no recorded crimes for Culpho or Grundisburgh in May and June. Grundisburgh had five crimes recorded in May and June 2014 and Culpho one in June 2014.

8. County Councillor's Report No report

9. Grundisburgh & Culpho Village Matters

9.1 SAVID It was agreed that the Parish Council should join this organisation. It was suggested that members could jointly purchase a speed activated road side sign.

9.2 Chapel Green 1937 Coronation Seat. The Clerk has asked Mr.Alan Dunnnett to restore the seat

9.3 Ford House Bridge The Clerk will report the bridge's very poor condition to the County Council.

9.4 Grundisburgh Pavements Most, if not all, pavements in the village are in a very poor condition especially the stretch from the Village Green to the Village Hall. The Clerk will inform County Council Highways.

Grundisburgh & Culpho Village Matters cont...

9.5 Hedges & Verges It was commented that many hedges were so over grown that the road side verges were being engulfed. The Clerk will inform County Council Highways Department.

9.6 Meeting Lane The long promised work on restoring the badly worn section of the verge near The Spinney has not been carried out. The Clerk will investigate.

10. Financial Matters The Clerk reported:

10.1 Audit Mr.Colin Grimwood has completed the audit of the 2014/2015 accounts. The Annual Return has been completed and submitted to the External Auditor. The Return can be viewed on the Parish Council's Web Site. The Clerk has written a letter of thanks to Mr.Grimwood.

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

Community Action Suffolk	£30.00	Annual Subscription
SALC	£18.00	Clerk's Information & Networking Day
Tom Havard	£30.00	Work on damaged tree - Weir Pond Green
Mr.P.Finch	£200.00	Labour & Materials. 01/07/2014 - 31/03/2015
Cut & clean path Post Mill Orchard/Playing Field. Remove & dispose builders rubbish from Meeting Lane ditch. Cutting branches obscuring driver's vision, removing rubbish and cleaning signs from village to Grundisburgh Corner, Great Bealings Road, Hall Farm Road, Park Road, Meeting Lane. Cleaning signs from village to A12. Unblock draining on Meeting Lane, remove foliage and all roots.		
Mr.R.Fletcher	£160.00	Village Green Grass Cutting March 2015
Mr.J.Ager	£24.90	Laminating envelopes & A4 paper
	£50.40	Laser printer cartridges
	£23.26	Envelopes, folders & name labels
	£35.00	Annual Parish Meeting - speakers fee
	£515.20	Clerk's Salary April/May 2015
	£126.29	Clerk's Expenses April/May 2015
Grange Farm Shop	£240.67	Annual Parish Meeting refreshments
Mr.B.Quinton	£47.40	Duck Food
Grundisburgh Parish Rooms	£48.00	Room Hire - Parish Council Meetings
Suffolk Coastal District Council	£84.00	Annual Parish Meeting - printing
Grundisburgh Village Hall	£20.00	Annual Parish Meeting - hall hire
Suffolk Association of Local Councils	£496.00	Subscriptions 2015/2016
Anglia Water	£26.70	Allotment Water Charges 23/01/15-30/04/15
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
Disability Advice Bureau	£50.00	Donation
East Anglian Air Ambulance	£100.00	Donation
Home Start	£25.00	Donation
Headway	£25.00	Donation
Marie Curie Cancer Support	£100.00	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
Suffolk Coastal Norse Ltd	£55.20	St.Mary's Church Refuse Collection Service

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

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

Mr.R.Fletcher	£320.00	Village Green Grass Cutting April/May 2015
Grundisburgh Village Hall	£20.00	Hall Hire Extraordinary Meeting 22 May 2015
Grundisburgh & District News	£300.00	Grant for purchasing a computer

Financial Matters cont...

10.4 Other payments requiring approval

Grundisburgh Baptist Church	£195.00	Grant - graveyard maintenance
Mr.J.Ager	£515.20	Clerk's Salary June/July 2015
	£75.71	Clerk's Expenses June/July 2015
	£10.71	Photocopying
	£11.18	A4 paper
HM Revenue & Customs	£193.20	Income Tax
Ipswich Borough Council (Greenways)	£400.00	Donation cutting & removing grass from Millennium & Lyttleton Meadows. Cheque dated 05/09/2014 not presented.
Suffolk Coastal Norse	£53.33	Fido sacks
CPRE	£36.00	Annual Subscription
Grundisburgh Parish Rooms	£8.00	Room Hire
Mr.G.Hartfall	£34.70	St.Botolph's Church St.George's Flag - see 2014/2015 budget
Mr.R.Fletcher	£320.00	Village Green Grass Cutting May/June
SALC	£18.00	Clerks Information & Networking 10 June 2015
	£60.00	Councillors Briefing - 2 delegates
St Mary's Grundisburgh PCC.	£1,850.00	Grant for the restoration of St.Mary's Church Clock approved at previous meeting - budget amended
Mr.B.R.Quinton	£71.10	Duck Food

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

10.5 Letters of thanks Received from Suffolk Wildlife Trust, Headway, Suffolk Accident Rescue Service, East Anglian Air Ambulance, Starlight, Little Bealings Parish Council, Grundisburgh Youth Club, Suffolk Family Carers, St.Botolphs PCC, Disability Advice Service, Marie Curie. Grundisburgh & District News

10.6 Account Balances as at the 13th July, 2015.

Business Tracker Account	£62.26
Current Account	£6,220.83
Post Office Investment account	£20,525.48
VAT to claim	£145.08
TOTAL	£26,953.65

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

11. Footpaths & Conservation Report Mrs.Grahn reported that the June walk had been cancelled but a well supported walk had been held on the 12th July.

She will investigate a metal obstruction on the footpath behind St.Mary's Church.

Mr.Dunnnett commented that Top Field is infested with ragwort and thistles. 150 southern Marsh Orchids had been counted on the Millennium Meadow.

12. Planning Report Mrs.Willetts reported:

12.1 Applications refused by Suffolk Coastal District Council reported at the previous Parish Council meeting DC/15/0469/OUT Outbuildings at 3 Pine Grove, Lower Road, Grundisburgh, Demolition of existing outbuildings and erection of detached dwelling.

This decision has now gone to appeal. APP/039/2015. The Parish Council's original comments have been forwarded to the inspector. Mrs.Willetts said that the council should take the opportunity to reiterate its opposition to the application which could only strengthen the case.

12.2 Applications approved by Suffolk Coastal District Council since last Parish Council meeting

DC/15/1609/FUL Little Pip Ipswich Road, Removal of existing conservatory and construction of new rear extension with addition of new front entrance porch.

Planning Report cont...

12.3 Applications received since last Parish Council meeting The Planning Committee considered the following applications and recommends that there are no planning reasons on which to object.

DC/15/1675/FUL Abbeyfeale, Meeting Lane, Grundisburgh. Erection of first floor extension, single storey front extension and alterations including loft conversion. This is a very large extension on a relatively new 3 bed bungalow, creating a 6 bed house without increasing the footprint but adversely affecting the street scene in this area of bungalows.

DC/15/2141/FUL Greenacre, Half Moon Lane, Grundisburgh. Proposed alteration and extensions (ground and second floor) on a site outside the village envelope.

DC/15/2200/FUL Daisy Cottage, Lower Road, Grundisburgh. Proposed alterations and extensions to existing dwelling (ground and second floor) on a site outside the village envelope.

DC/15/2360/LBC Folly Cottage, The Green, Grundisburgh. Alteration works to some existing windows/doors and replacement of some existing windows and doors.

12.4 Lane Side Half Moon Lane/Meeting Lane, Grundisburgh. The District Council have looked at the new building being erected and have logged it as an enforcement issue which does need planning permission, by way of roof height.

12.5 DC/15/1816/ARM Development Site At Top Field Barn Farm Ipswich Road Grundisburgh Mrs.Willetts spoke today to Phil Perkin the Planning Officer dealing with this application. The District Council have sent the Parish Council's comments to Hopkins Homes to ask for some changes and gave the impression that it was up to the applicant which items they responded to. The County Council Flood Unit had made some comments in their consultation. On the District Council's website other consultees had commented, as the Parish Council, concerning dust bin presentation areas; Highways concerns about the wall near the proposed new Village Hall and vision splays. It looks likely that this application will go to committee.

12.6 Grundisburgh Housing profile Mrs.Willetts suggested that she would like to visit Dr.Poulter MP about government planning policies and the effect the relaxation of controls will have on villages like Grundisburgh and Culpho. More protection is needed as the constant enlarging of properties is changing the profile of the village because legislation is designed for urban areas rather than rural areas. What is seen as a reasonable plot size in Ipswich, even Woodbridge, is not in Grundisburgh. It is open areas around properties that are so important. Top Field had to have a mix of dwellings on the original application but how long will it be before we have a load of extensions applied for? Alice Driver Road has had many applications, several garages made into habitable rooms causing cars to have to be parked on the narrow access to the Primary School. Mrs.Willetts suggested that all building rights should be removed on new developments for a certain time after completion, say 5-10 years to prevent the village profile being changed too quickly. Grundisburgh had very little low cost housing at one stage and it was only the hard work of the Parish Council that managed to get Ablitts Meadow built with a mix of rented and shared equity properties. As the government have introduced the right to buy on housing association properties this could add to the problems of extending those dwellings. Some councillors expressed doubts whether legalisation could be imposed and whether it would be desirable.

12.7 Unlisted Heritage Assets – Local Lists Consultation -Draft criteria for the identification of non designated heritage assets - needs to be submitted by 17th August. Steve Sim's booklet Grundisburgh's Historic Houses and Peter Bishop's History of a Suffolk Village provide much useful information. Mrs.Willetts suggested the parish needs to make sure we have at least this level of protection on properties shown on the 1850 map in Mr.Bishop's book.

13. Public Open Forum Mr.Higgins 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 following comments were made.

- The Scouts had cleaned out the Village Stream across the Village Green. The Duck Race will not be held this year
- A 14 year old Grundisburgh Scout has recently represented Great Britain in an International Archery Competition.

14. Roads & Transport

14.1 Village Green - Williams Ford Mr.Higgins complained that contractor's vehicles working at Folly Cottage were blocking the road across the ford and asked the Clerk to write to the owners of Folly Cottage asking them to instruct their contractors to cease this practice. The Clerk pointed out that it was not his role to write such letters. It was pointed out that parking on the C323 would cause far more problems and by blocking the road it stopped joy riders driving through the ford which was a benefit. Mr Kendall offered to have a "quiet word" with the owners of Folly Cottage asking them to make sure that the footpath is not obstructed. It was generally felt that this was the best way to deal with such matters.

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

15.1 Next meeting It was agreed that the next meeting should be held in St.Botolphs Church Culpho.

15.2 2015 Council Meeting Dates 14 September - Culpho Church, 9 November - Parish Rooms.

15.3 New Village Hall Some discussion was held concerning the progress of the new village hall project, specifically the leadership and purpose of the New Village Hall Steering Group (NVHSG) and its organizational relationship with the existing Village Hall Management Committee (VHMC) which mainly comprised the Trustees of the Village Hall. There was additionally some further discussion about the structure of the NVSHG in the context of the importance of regular more detailed communication about the development of the project to the community as a whole. Opinions differed regarding the extent to which this had been successfully accomplished recently.

Action Summary

- 4.1** Clerk
- 9.1** Mr.Caryer
- 9.2** Clerk
- 9.3** Clerk
- 9.4** Clerk
- 9.5** Clerk
- 9.6** Clerk
- 11** Mrs.Grahn & Clerk
- 12.6** Mrs.Willetts
- 12.7** Mrs.Willetts
- 14.1** Mr.Kendall