

Grundisburgh & Culpho Parish Council
Minutes of a Meeting of the Council held on Monday 9th March, 2015
in the Parish Rooms, Grundisburgh.

NOTICES had been posted according with regulations.

Present: - Messrs. D.Crowe (in the chair), C.Doyle, J.Dunnett, D.Higgins, M.Taylor, Mrs.J.Bignell, Mrs.A.Willetts, District Councillor A.Fryatt and 6 members of the public,

1. Apologies for absence Messrs.G.Caryer, (holiday), R.Youngman (business), G.Hartfall (not standing for re-election), Mrs.J.Crowe (sick), Mrs.S.Grahn (holiday) Mrs.A.Woods (sick) County Councillor P.Bellfield

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 12th January, 2015 had been circulated and were therefore taken as read. It was proposed by Mr.Doyle seconded by Mr.Taylor, to unanimous approval, that these minutes be signed by the Chairman as a true record.

4. Police Matters In the absence of a representative of the police the Clerk reported. Police Crime reports for January and February had been circulated before the meeting. In January 3 crimes had been recorded - 2 burglary dwelling were linked. A chainsaw left on the side of a road was taken. 1 crime was reported in January 2014. In February 2015 no crimes were reported. 3 in the same month last year/

5. District Councillor's Report District Councillor Tony Fryatt reported that the first draft of the Local Development Plan will be published before the 7th May - Election Day. Affordable homes for purchase or rent can be built by community land trusts on land where houses would not normally be built. He encouraged villages to identify local unlisted heritage assets, not necessarily houses, to give some measure of protection. Grundisburgh has started to produce a list. The Distinct Council will move to newly built offices at Melton. He encouraged Grundisburgh to enter this year's Village of the Year Competition. The Clerk has started to prepare a bid. Mr.Fryatt has been elected Chairman of SALCs' Suffolk Coastal Area Meeting. Because of the forthcoming election he is unable to attend the Annual Parish Meeting on the 28th April.

6. County Councillor's Report No report

7. Grundisburgh & Culpho Village Matters.

7.1 Speedwatch An appeal has been received from Clopton Parish Council for another council to take over the administration of Speedwatch.

7.2 Local Council Award Scheme. The scheme, launched on the 6th January, 2015, is a successor to the Quality Parish Scheme. There are three levels. Foundation, Quality and Quality Gold. The Parish Council has been awarded the Foundation Award, as it already is a Quality Council. The Clerk suggested that the Council should apply for Quality Status under the new scheme.

7.3 Post Office Grundisburgh Post Office has not yet found a buyer so, for the time being, the post office and shop remain open. The owner has stated that she does not intend to close them without a buyer coming forward. It was agreed that the Post Office is a vital facility not just for the Grundisburgh but for adjacent villages and that alternative sites and the setting up of a Community Post Office should be investigated. The Parish Rooms was suggested as a possible site.

Grundisburgh & Culpho Village Matters cont...

7.4 The Green The edges of the paths across the Green are eroded and muddy and urgently need attention. The posts need staining. The Clerk will investigate.

7.5 Weir Pond Green Bricks have been placed on the Green. The Clerk will investigate.

7.6 Old School Suffolk Housing, who manage the development, have served notice on Mr.Fletcher that his contract to maintain the gardens ends on the 31st March and they are seeking a contractor to look after all their properties to save costs. It was agreed that the Clerk should write to Suffolk Housing expressing the Council's disappointment that the work will not, in the future, be carried out by a local contractor.

7.7 Allotments The Clerk will write to allotment holders asking if they still have need of their plot or it is too large for them to cope with and would they be willing to share it with one of the people on the waiting list. .

8 2015 Annual Parish Meeting The Arrangements for the Meeting were approved. Annual Report, Invitation and Mailing/Distribution. Reports will be given by Lunch Club, St.Mary's Church, Baptist Church, St.Botolphs Church, Horticultural Society, Primary School - who have been asked to stage and exhibition of children's work and the Scouts who will display their archery trophies and equipment. Grundisburgh News will present a slide show of 2014/2015 photos. Guest Speaker will be Mary Moore - Forty Years at the Forge. A buffet supper will be provided by Mr & Mrs.Youngman.

9. Financial Matters

9.1 Budget 2015/2016 The minutes of a meeting of the Finance Sub Committee held on 10th February, 2015 containing the Committee's recommendations and a proposed budget had been circulated to all Councillors prior to the meeting. It was proposed by Mr.Higgins seconded by Mrs.Bignell, with the unanimous approval of those present at that meeting, that they be signed by the Chairman as a true record. The Committee's proposed budget for 2015/2016 recommended a freeze on regular payments to village organisations and budgeted for a surplus of £2,435 of income over expenditure to take care of any unexpected demands during the year. Mr.Higgins proposed seconded by Mrs.Bignell, to unanimous approval, that the Finance Committee's budget recommendations for the 2015/2016 financial year be approved.

9.2 Payments received since the last meeting

National Savings & Investment	£152.80	Interest
HM Revenue & Customs	£633.02	VAT re-payment
Mrs.N.Spooner	£12.00	Allotment rent.

Financial matters cont...

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

Mrs.S.Grahn	£40.65	Christmas Walk refreshments
Mr.I.Langdon	£35.00	Village Green Christmas Tree
Mr.B.R.Quinton	£55.30	Duck Food
Mr.R.Fletcher	£160.00	Village Green Grass Cutting October/November 2014
Mr.J.Ager	£513.60	Clerk's Salary December 2014/January 2015
	£53.56	Expenses December/ 2014January 2015
	£63.00	Dell Printer Black Toner Cartridge
	£28.27	Envelopes, A4 paper, address labels
HM Revenue & Customs	£192.60	Income Tax
Society of Local Council Clerks	£88.00	Annual Subscription
SALC	£18.00	Clerks Information & Networking 5 December, 2014
Mr.D.Crowe	£31.69	Caution Vehicles Emerging Sign - Weir Pond Green
	£28.37	Fixings for Caution Vehicles Emerging Sign

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

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

Eastern Facilities Management Solutions	£858.48	Playing Field Grass Cutting 2014
Anglia Water	£13.27	Allotment water charges
Mr.G.Caryer	£51.14	A Frame maintenance
Suffolk Coastal Norse Ltd	£64.08	Dog Waste Bags
SALC	£6.00	Local Council Award Scheme briefing - Clerk
SALC	£50.40	Payroll Service

9.5 Other payments requiring approval

Clopton Parish Council	£25.00	Speedwatch contribution (Mr.Dunnett objects)
Mr.J.Ager	£439.80	Clerk's Salary February/March 2015
	£577.00	Office Allowance 2014/2015
	£59.27	Expenses February/March 2015
	£63.00	Dell Printer Cyan Cartridge
1st Grundisburgh Scouts	£300.00	Bus Shelter & Phone Box Cleaning 2014/2015
Mr.J.Dunnett	£12.83	Millennium Meadow - fuel for hedge cutter & chain saw
HM Revenue & Customs	£266.40	Income Tax (payable 5 April 2015)

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

9.6 Account Balances as at the 9th March, 2015.

Business Tracker Account	£62.22
Current Account	£6,122.87
Post Office Investment account	£20,525.48
VAT to claim	£42.43
TOTAL	£26,753.00

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

10. Highway Matters

Half Moon Lane The lane will be closed from 9 March - 12 March for re-surfacing. The Highways Authority will inform residents affected prior to work commencing.

11. Planning Report Mrs.Willetts reported:

11.1 Application refused by Suffolk Coastal District Council since the previous Council meeting

DC/15/0129/FUL Part Land North of Longfields, Stoney Road, Grundisburgh. Proposed Single Storey Dwelling.

The Parish Council objected to the above planning application. Longfields was built in the countryside as a replacement dwelling. The site is outside the physical limits of the village so SP29 - The Countryside and DM3 – Housing in the Countryside applies. The proposal would have also created an unsatisfactory form of tandem development on this narrow site in the countryside.

11.2 Applications approved by Suffolk Coastal District Council since the previous Council meeting.

DC/14/3862/FUL Severance of part west side garden and erection of dwelling and garage. Round House Post Mill Gardens Grundisburgh Suffolk PC

Heavy machinery was used and no steps were taken to protect the root area or canopy of the beech tree, recognised in the outline permission as of great value. The Parish Council considers that the beech tree is at risk and should therefore be the subject of a Tree Preservation Order (TPO) in view of its value in this part of the village. Several of the conditions contained in the planning approval notice refer to the Beech tree at the front of the site. The District Council have not responded to our request for a TPO. Mrs.Willetts suggested that the Parish Council should write to the District Council reiterating its request for a TPO to protect that tree.

11.3 New applications

DC/14/3218/FUL Fenn Close Lower Road Grundisburgh. 2 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.

Mrs.Willetts said that more detailed information had been received since the previous meeting. Floor plans have been received which would extend the small 2 up 2 down village cottage to a large "L" shaped 4 bed property with 3 bathrooms. The proposed double garage is adjacent to Lower Road so would adversely affect the street scene on this narrow country lane outside the village physical limits boundary. She recommended that the Parish Council object to this proposal.

DC/15/0562/FUL The Old House, Half Moon Lane, Grundisburgh. Demolition of existing dwelling and erection of one and a half storey dwelling with associated garaging.

The District Council recognises The Old House as a non-designated Heritage Asset, worthy of retention in their pre application advice. It is described as, even in its poor state of repair as making a valuable contribution to Grundisburgh and Burgh Conservation area. The Old House physically abuts Rose Cottage, a 2 storey rendered dwelling fronting Meeting Lane, but the proposed site extends beyond the physical boundary to an area designated as countryside. The house is identified as having 17th century origins with extensions and alterations in the 19th & 20th centuries. In 2013 permission was granted to remove the 20th C additions and their replacement with appropriate additions. The demolition took place but the building was left open to the elements even though the previous owners were asked to protect the building. The fact that the previous/current owners have left the building to deteriorate cannot be used to justify its removal.

The proposed one and a half storey dwelling is larger than the existing building and the ridge height is higher than Rose cottage. Mrs.Willetts suggested that the Parish Council asks that the foot print and the roof height be reduced and lessons learnt so that the District Council ensures that building they consider of historical importance should be inspected when they are recognised to be in danger, or Parish councils are asked to look at the buildings to see if they have been made at least weather proof.

Planning Report - new applications cont...

DC/15/0469/OUT Outbuildings at 3 Pine Grove, Lower Road, Grundisburgh, Demolition of existing outbuildings and erection of detached dwelling.

Mrs.Willetts said that this site is outside the defined physical limits of Grundisburgh, contrary to policy SP29, DM3 and DM4 of the Suffolk Coastal District, Local Plan Core Strategy and Development Management Plan and Paragraph 55 of the NPPF and as such totally unsuitable for the proposed dwelling. The physical limits boundary for Grundisburgh runs along the northern boundary of the Playing Field and Chapel Field, then down Half Moon Lane and along Woodbridge Road to Hill House some considerable distance from the application site not immediately adjacent as claimed in the Planning Statement submitted with this application. She recommended that the Parish Council objects to this application.

Mr.Dunnett, in recommending approval, said that the site was not visible from Lower Road. The site consisted of disused buildings which were used by a previous occupier who was an electrical contractor - a brown field site.

12. Public Open Forum Mrs.Willetts proposed seconded by Mr.Dunnett, to unanimous approval, that the formal meeting be temporarily suspended and members of the public invited to address the meeting. The following comments made and issues raised.

- Planning Application 3 Pine Grove, Lower Road, Grundisburgh. A member of the public, the agent for the application, disagreed with Mrs.Willetts interpretation of the National Planning Policy Framework (NPPF) in regard to this application.
- HGV signs The "unsuitable for long vehicles" warning signs at Bonds Corner were regarded as more effective than those placed at the entrances to Lower Road and Park Road.
- The Green crossroads A more permanent repair, re-surfacing was advocated to stop the constant re-appearance of pot holes. This request had been made many times before. Heavy vehicles travelling across a subsiding strip running across the junction causes vibration in houses on the Green.

13. Footpaths & Environment Report In the absence of Mrs.Grahn the Clerk the Clerk reported.

13.1 Footpaths & Environment Committee. The Committee will meet on the 23rd March.

13.2 Jubilee Wood. A visit to the Jubilee Wood, at the rear of the Post Office, has been arranged for Sunday 8th May. This area of new trees is not normally open to the public. Villagers will be invited to meet on the Village Green at 2pm and take the short walk to the Wood. After the tour people will have the opportunity to join in a walk starting at the Wood lasting for approximately one hour.

13.3 St.Mary's Church Waste Bins. Notices informing that the bins were for churchyard waste only had not been installed. Mrs.Willetts will arrange.

14. Public Open Forum Mr.Taylor proposed seconded by Mr.Doyle, to unanimous approval, that the formal meeting be temporarily suspended and members of the public invited to address the meeting. The following comments made and issues raised.

- Planning Application 3 Pine Grove, Lower Road, Grundisburgh Neighbours expressed their concern on the impact of this application. Speeding, the inadequate width of Lower Road and the visibility splay were cited. Could a separate access be built ?

14. Information exchange & agenda items for next meeting

14.1 2015 Council Meeting Dates 11 May, 13 July, 14 September, 9 November.

Annual Parish Meeting 28 April

Council 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. The Annual Parish Meeting will be held in the Village Hall starting at 7.00pm

Action Summary

- 7.2** Clerk
- 7.3** Clerk
- 7.4** Clerk
- 7.5** Clerk
- 7.6** Clerk
- 7.7** Clerk
- 8.** Clerk
- 11.3** Mrs.Willetts
- 12** Mr.Crowe, Clerk.
- 13.3** Mrs.Willetts