

**Grundisburgh & Culpho Parish Council**  
**Minutes of a Meeting of the Council held on Monday 11th July, 2016**  
**in St.Botolphs Church, Culpho.**

NOTICES had been posted according with regulations.

Present: - Messrs.G.Caryer, S.Barnett (in the Chair), C.Doyle, J.Dunnett, D.Higgins, P.Kendall, J.Lapsley, R.Youngman, Miss.V.Barker, Mrs.J.Bignell, Mrs.A.Willetts and 3 members of the public.

**1. Apologies for absence.** Mrs.S.Grahn, Mrs.P.Ross, District Councillor A Fryatt

**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 9th May, 2016 had been circulated and were therefore taken as read. It was proposed by Mr.Caryer seconded by Mrs.Willetts, to unanimous approval, that these minutes be signed by the Chairman as a true record.

*Matters arising*

Top Field Development. The problems with builders not complying with planning conditions which requires, the onsite unloading of vehicles and parking, had been raised at a SALC area meeting. In consequence SALC will be holding a meeting with planners. Soil washed down Ipswich Road and The Street in heavy rain could block the drains. The parish council's suggestion of Felgate Way as the name for the new road has been approved.

The minutes of an Extraordinary Meeting of the Council held on the 2nd June, 2016 had been circulated and were therefore taken as read. It was proposed by Mr.Caryer seconded by Miss.Barker, to unanimous approval, that these minutes be signed by the Chairman as a true record. There were no matters arising.

**4. Public Open Forum** Mrs.Bignell proposed seconded by Mr.Kendall, to unanimous approval, that the formal meeting be temporarily suspended and members of the public invited to address the meeting. The following comments were raised:

- Verges on C and unclassified roads were due to be cut week commencing 4 July but may have been delayed because of weather conditions.
- The fallen tree on the C323 near the entrance to Grundisburgh Hall is badly signed but is due to be removed soon.
- Overgrown trees and hedges are blocking paths in Grundisburgh. It was agreed that an appeal should be made on social media to land owners to cut them back Previous appeals published in the Grundisburgh & District News had been ineffective.
- The Clerk will contact the Highways Authority regarding the installing of SLOW signs on the C323 Culpho Bend.

**5. Police Report** The Clerk reported that there was no change since the report he gave at the Annual Parish Meeting.

**6. County Councillor's Report** Robin Vickery - Conservative - was elected at the by election held on the 7th July.

**7. District Councillor's Report** District Councillor Tony Fryatt was unable to attend this meeting because of his District Council commitments and sent in the following report.

Devolution

Since the last report an enormous amount of effort has been put into the discussions to introduce the East Anglia Devolution deal. The aim is to have this in by the early part of next year. Suffolk Coastal endorsed the proposal on 30 June. There will now be a short period of public consultation before it comes back for approval in October.

The Norfolk and Suffolk consultation will be run between Friday 8 July and Tuesday 23 August. The proposals represent a major change to local government. Members of the public can make their views known on

<https://www.eastangliadevo.co.uk/>

Since the original East Anglia Devolution deal was published in March discussions with Government have led to a proposal to have two deals (Norfolk/Suffolk and Cambridgeshire /Peterborough).

### ***District Councillor's Report cont...***

Two proposed deals worth more than £1.5bn have now been drawn up between Central Government and 19 councils across Suffolk, Norfolk, Cambridgeshire and Peterborough, the New Anglia Local Enterprise Partnership (LEP) and the Greater Cambridge/Greater Peterborough LEP.

As part of the proposed deals, two new East Anglia Combined Authorities would be created, chaired by Directly Elected Mayors. If the deals are agreed, elections for the Directly Elected Mayor would take place in May 2017.

If approved, the deals would see more decisions on areas like infrastructure, growth, employment and skills being made locally, rather than by Central Government - signaling the start of a fundamentally different relationship between government and local public services.

The proposed Norfolk/Suffolk deal has been endorsed by all of the councils in Suffolk and Norfolk except, Breckland Council, Great Yarmouth Borough Council, North Norfolk District Council and Norwich City Council.

All councils in Cambridgeshire and Peterborough and the Greater Cambridgeshire Greater Peterborough LEP have agreed their proposed deal.

### **Amalgamation of Suffolk Coastal and Waveney Districts.**

Work is progressing on proposals to formally amalgamate these two Districts. No firm proposals are yet on the table but a business case is being prepared. Websites have been amalgamated.

### **Community Enabling Budget.**

So far this financial year Mr.Fryatt has agreed to money for the defibrillator in Grundisburgh and first aid training in Debach/Clopton. He is looking for more good ideas that could benefit from a bit of financial support.

**8. To approve revised Standing Orders** The Chairman said that the working group comprising himself, Messrs.Caryer & Higgins had met seven times scrutinising Model Standing Orders to produce a revised version which had been circulated to members and discussed at an Extraordinary Meeting on the 2nd June. It was proposed by Mr.Dunnett, seconded by Mr.Lapsley, to unanimous approval, that the Council adopt the Standing Orders. There may be some minor alterations that SALC will recommend and these would be reviewed by the working group. The group were thanked for their efforts.

### **9. Membership of Committees**

#### **Current Committees**

Planning	Messrs.G.Caryer, C.Doyle, D.Higgins, J.Lapsley, Mrs.Willetts
Finance	Messrs.S.Barnett, .D.Higgins, R.Youngman, Miss.V.Barker, Mrs.J.Bignell
Footpaths and the Environment	Messrs.J.Dunnett, G.Caryer, Mrs.Grahn
Roads & Transport	Mr. P.Kendall, Mrs.J.Bignell
Staff Committee	Mr.S.Barnett, Mrs.A.Willetts (recommendation of the Extraordinary Meeting held on the 2nd June, 2016)

It was agreed that Miss.Barker should join the Roads & Transport Committee and Mr.Lapsley the Staff Committee.

### **10. Financial Matters**

**10.1 Grundisburgh Ward Sign** At the September 2015 Council meeting it was agreed to sponsor a sign for the Grundisburgh Ward at Ipswich Hospital. Cost £108.00 + VAT. The sign has now been made and the Council have been invited to send two representatives to the unveiling on the 10th August. It was agreed that the Chairman & Miss.Barker should attend.

**10.2 Audit 2015/2016** The Annual Return has been completed and submitted to the External Auditor. The Return can be viewed on the Parish Council's Web Site.

**10.3 Letters of thanks** Received from Citizens Advice Bureau, Disability Advice Service, East Anglian Air Ambulance, Headway, Home Start, Little Bealings PCC, St.Botolphs Church, Suffolk Accident Rescue Service, Suffolk Wildlife Trust, Suffolk Age UK, Starlight, Suffolk Family Carers, Youth Club,

***Financial Matters cont...***

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

SALC	£492.70	2016/2017 Membership
	£26.00	Local Councillor 2016/2017
Mr.R.Fletcher	£240.00	Village Green Grass Cutting May 2016
Suffolk Coastal Norse Ltd	£53.59	Emptying St.Mary's wheeled bins
Suffolk Coastal Norse Ltd	£63.98	Dog Waste Bags
St.Mary's PCC	£100.00	Queens 90th Birthday Celebrations - Flower Festival
Mrs.A.Willetts	£243.82	Queens 90th Birthday Celebrations - Street Party
	£548.00	Queens 90th Birthday Celebrations - Fireworks

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

Mr.G.Hartfall	£37.10	St.Botolph's Church - St.George Flag
	£28.00	St.Botolph's Church - Swift Boxes
Suffolk Coastal Norse Ltd	£52.80	St.Mary's Church - Emptying 2 wheeled bins
	£54.91	St.Mary's Church Collection Service 01/04/16-31/03/17
Mr.J.Dunnett	£11.66	Millennium Meadow - fuel chainsaw/trimmer/mower
	£85.34	Millennium Meadow - bird boxes - Mr.B.Hammond
Mr.J.Ager	£515.20	Clerk's Salary April/May 2016
	£101.19	Clerk's Expenses April/May 2016
	£26.96	A4 paper & C5 envelopes
Age UK	£25.00	Donation
Citizens Advice Bureau	£25.00	Donation
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
Village Hall Management Committee	£20.00	Annual Parish Meeting
SALC	£132.00	Councillor Training - Mr.D.Wilcock
Mr.R.Fletcher	£240.00	Village Green Grass Cutting March/April 2016
Mr.B.Quinton	£47.40	Duck Food
Mr.R.Fletcher	£160.00	Village Green Grass Cutting April 2016
Grange Farm Shop	£246.54	2016 Annual Parish Meeting catering
Anglia Water	£24.44	Allotment water charges 26/01/2106-30/04/2016

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

**10.6 Other payments requiring approval**

Mr.J.Ager	£515.20	Clerk's Salary June/July 2016
	£71.99	Clerk's Expenses June/July 2016
HM Revenue & Customs	£193.20	Income Tax Pay 01/04/2016
Vertas	£255.80	Playing Field Grass Cutting
Suffolk Coastal District Council	£84.00	Annual Parish Meeting Printing
Mr.R.Fletcher	£240.00	Village Green Grass Cutting June

**Financial Matters "Other payments requiring approval" cont...**

SALC	£180.00	Village Hall/Playing Field Briefing. Delegates: Messrs.J.Ager, R.Garnham, P.Kendall, R.Pepper, Mrs.J.Bignell
CPRE	£36.00	Annual Subscription
Community Action Suffolk (CAS).	£36.00	Donation

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

**10.7 Account Balances as at 11 July, 2016**

Business Tracker Account	£62.30
Current Account	£8,142.35
Post Office Investment account	£20,679.42
VAT to claim	<u>£317.57</u>
TOTAL	£29,201.64

**10.8 Budget Report** Attached.

**11. Planning Report** Mrs.Willetts reported:

**11.1 DC/16/1549/FUL New Garage, 13 Orchard End, Grundisburgh** The Parish Council had objected to the position of the garage so close to the front of this site. Orchard End is a long straight road. The proposed black clad building with black tiled roof would be very prominent in the street scene.

The Parish Council was notified that this application would be approved at officer level unless a written request was received from the Parish Council within 5 working days that it be referred to the District Council's Planning Committee. The request was made and the application was subsequently refused. The reasons given were "The proposed garage would not be acceptable as it is deemed that it would have a negative effect on the street scene when compared to the other properties in the road. Its prominent location in the front garden of the host property would not read correctly when comparing it to the neighbouring properties".

**11.2 Laneside, Meeting Lane, Grundisburgh** District Council Planning Officer Liz Beighton has agreed that a retrospective planning application will be required for this large metal clad building used as a log store.

**11.3 East Anglia Offshore Windfarm** Mr.Lapsley reported that "EA3, offshore stations and onshore power transmission, is under review by the examining authority who are due to complete the examination by the end of 2016. EA3 is currently scheduled to be delivered by 2021".

**12. Roads & Transport Report**

**12.1 Half Moon Lane, Grundisburgh** An Email has been received from Mr.D.Brown, a resident in the Lane, complaining about overgrown trees and verges, recently installed boundary posts in the verge and illegal parking in Meeting Lane which was making access to his property difficult.

The Clerk explained that it was much more effective if residents used the County Council's Reporting Tool to report highway problems <http://highwaysreporting.suffolk.gov.uk/> They can then explain how they are personally affected.

Verges on unclassified roads are cut once a year and due to be cut week commencing 4th July but this can be delayed because of weather conditions. The Clerk has asked County Council's Highways for a progress report.

The Clerk will reply to the resident.

**12.2 Village Green Bridge Replacement** This work originally scheduled for 11/05/2016 - 17/06/2016 was cancelled and is expected to take place later in the year.

### ***Roads & Transport Report cont...***

#### **12.3 Notification of temporary road closures for repairs and re-surfacing since the previous meeting**

##### *Carriageway resurfacing*

U3330 Meeting Lane, Grundisburgh – From the junction with The Green for 100 metres south east bound

C323 The Green, Grundisburgh – For 50 metres either side of the junction with Meeting Lane

C365 Stoney Road, Grundisburgh – From the junction with The Green for 20 metres north west bound

This work was carried out between the 13th & 17th June.

##### *Carriageway patching prior to surface dressing*

Phase 1 U3329 Elm Tree Farm Lane Grundisburgh

Phase 2 U3330 Meeting Lane, Grundisburgh

Chapel Road Grundisburgh

This work will be carried out 27th - 29th June. There will be a return to site for surface dressing in July/August

#### **12.4 Footway repairs**

C323 The Street, Grundisburgh

C323 Rose Hill, Grundisburgh – From Alice Driver Road to The Street

C323 The Green, Grundisburgh – From The Street to Meeting Lane

This long awaited work will be carried out 14th July - 29th July.

**12.5 Elm Tree Farm Lane & Wood Farm Lane** Mr.Dunnett requested that the District Council be asked to provide road signs for these lanes and that the Parish Council should pay for them if the District Council are unable to do so. To be considered by the Roads & Transport Committee.

**12.6 Road north side of the Green going passed the Old School & Church** The road surface has many potholes which need repair. As walkers primarily use the road potholes present a significant hazard. This has been previously reported to the Highways Authority. The Clerk will repeat the complaint. .

**12.7 Gull Lane** Mr.Dunnett said that the Lane was single track with no passing places and it was impossible to see from one end to the other. He asked for passing places to be installed. To be considered by the Roads & Transport Committee.

### **13. Footpaths & Environment Report**

**13.1 Public Footpath 20 Playing Field/Chapel Road** Overgrown vegetation is blocking this well used footpath. Already reported to Suffolk County Council Rights of Way.

**14. Provision of a Christmas Tree on the Village Green** Mrs.Bignell agreed to organise.

### **15. To receive reports from Council representatives to other organisations**

**15.1 SALC** The Chairman reported that he had attended a recent Coastal Area Meeting. Non compliance of planning conditions and enforcement was a main item of contention. It was feared that the Devolution proposals could lead to more centralisation rather than less.

**15.2 Village Hall** Messrs .Caryer & Kendall reported. The Public Meeting held on the 2nd June approved the Village Hall Management Committee's plan to sell the site of the old hall for housing. 131 voting for 21 against 14 abstentions.

The outline planning application for the new village hall has been submitted to Suffolk Coastal District Council and will now go out for consultation.

Once planning approval has been granted, the architect will then begin preparing detailed specifications and tender documentation.

This process is likely to be one of the most intense; it will involve considerable discussion with the various user groups in the community as to their requirements for resources in the new hall. It will call on advice and expertise from people within the village as well as outside it. Acoustics, joinery, plumbing and heating, glazing, lighting, flooring, kitchen outfitting, seating, sound systems, broadband provision, security and fire alarms are just some of the areas to be considered.

It is hoped to provide a further update in the next issue of Grundisburgh News.

The Village Hall Management Committee has agreed to allow Hopkins Homes to use the new village hall site for storage and parking which will eventually enable all their vehicles to be parked on the site.

**16. Review of Her Majesty the Queen's 90<sup>th</sup> birthday celebrations** Mrs.Willetts said that because of atrocious weather the programme for the Street Party for children and the elderly on the 11th June had been successfully transferred indoors at the Primary School. She thanked all the volunteers who had worked so hard to produce such a successful and enjoyable event.

The Flower Festival in St.Mary's Church was outstanding with many examples of the flower arranger's art. A very well organised and spectacular musical firework display attracted an audience estimated to be over 500. The Council asked its thanks and appreciation to the organisers of a very successful and much appreciated two days programme to be recorded.

**17. Public Open Forum** Mrs.Willetts proposed seconded by Mr.Caryer, to unanimous approval, that the formal meeting be temporarily suspended and members of the public invited to address the meeting. The following comments were raised:

- The Queens 90th Birthday celebration Flower Festival and Fireworks were highly praised.

**18. Items for next meeting**

SAVID Report of a meeting to be attended by Mr.Kendall

**19. Any other business**

**19.1 Grass Cutting** Mr.Dunnnett requested the Footpaths & Environment Committee should investigate the possibility of the Parish Council organising the cutting of Grundisburgh's amenity grass areas now cut by the District Council's contractors. He felt that the grass was currently left to grow far too long and this spoiled the appearance of the village. A local contractor would be able to keep the grass cut to a standard now enjoyed by the Village Greens.

**19.2 Defibrillator** The Clerk will ask the District Council when the District Councillors grant will be transferred to the Parish Council's bank. As the defibrillator will be installed in Grundisburgh's Conservation Area the District Council's Planners will be consulted.

**19.3 2016 Council Meeting dates.** September 12, November 14.