

Grundisburgh & Culpho Parish Council
Minutes of a meeting of the Council held on Monday 13th November, 2017
in the Parish Rooms, Grundisburgh

Present: - Messrs.G.Caryer, S.Barnett, J.Dunnett, D.Higgins, P.Kendall, J.Lapsley, R.Youngman, Mrs.J.Bignell, Mrs.A.Willetts and 13 members of the public.

NOTICES had been posted according with regulations.

The Chairman announced that the meeting will be recorded, in accordance with Standing Orders, by Mr.Kendall

1. Apologies for absence District Councillor Tony Fryatt, Mr.C.Burch (business), Miss.V.Barker, Mrs.M.Bean, Mrs.S.Grahn (all sick)

2. Declarations of interest Mrs.Bignell declared an interest in Item 12.

3. To Agree and Approve the Minutes of a Meeting of the Council held on the 11th September, 2017 and matters arising. Mr.Dunnett requested, and it was agreed, that the following amendment be made to Item 17

“The Scouts reported a larger than usual amount of silt removed from the Village Green Stream this year and Councillor Burch reported that he had been in discussion with the developer to reduce the amount of top soil going in to the stream from the Top Field development site”.

It was proposed by Mr.Kendall seconded by Mrs.Willetts, to unanimous approval, that after amendment, these minutes be signed by the Chairman as a true record.

4. Public Open Forum Mr. Barnett 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:

- Public participation The Chairman reminded the meeting that, in accordance with Standing Orders, participation of members of the public is confined to the two Public Open Forums at the beginning and towards the end of Council Meetings.

- Lyttleton Meadow Residents complained that the Meadow had suffered years of neglect and was an eyesore, fences had been damaged, the sign was misleading - there were no wild flowers, and the area was being used as a dumping ground. They advocated that a new management system should be established to restore and maintain the Meadow. The meadow needed to match the needs of the community. A considerable amount of work had been carried out by a Gurdon Road resident and the District Council had removed lorry loads of debris.

The Clerk explained the history of the Meadow which has been owned by the District Council since the final phase of the building of the Gurdon Road estate. It was designated as an open recreational area and the whole area was originally intended to be a conservation area. This was later changed to just the pond area. Since 2005 the conservation area has been managed by the Parish Council with considerable help from Greenways volunteers who cut and remove the grass after seeding in late Autumn and piling it into wild life habitats. This over the years reduces the fertility of the soil encouraging the establishment of wild flowers. It was pointed out that the area was originally pasture and therefore difficult to establish wild flowers. The Clerk commented that one man’s conservation area was another man’s messy area. The pond provides an overflow for a soak-a-way from the roofs of adjacent houses and rarely holds any significant amount of water.

- Post Mill Orchard Footpath. The Clerk will investigate the ownership of the footpath and who is responsible for its maintenance.

5. County Councillor’s Report No report

6. District Councillor's Report In his absence the Chairman read a report from District Councillor Tony Fryatt's who apologised for his absence.

6.1 East Suffolk – Suffolk Coastal & Waveney Councils The drive to combine the two Councils to form East Suffolk is gaining momentum and Mr.Fryatt will be at the offices of Waveney District Council this evening to take part in a joint Cabinet meeting. The Secretary of State, Sajid Javid, is "minded" to agree with the amalgamation which is scheduled to take place before the next elections in May 2019. He considers that this could improve the services and efficiency of the two authorities.

6.2 Local Plan Review Consultation This consultation concluded on 30 October. The response was extremely encouraging and a big thanks to Grundisburgh for their active participation. Its' input was germane and useful. The one-to-one sessions were very well received and well attended. Again, they brought out some very important and salient points and Mr.Fryatt hoped that they were able to ease many of the concerns that people had. The District Council now has the task of analysing the masses of information that has been gathered. The next stage is to produce the final" issues and options" document which should be completed by early spring next year. This will be the subject of further public consultation before it is submitted to the Department of Local Government for inspection. The target is to get full clearance for the new Local Plan and to introduce it before the organisational changeover in 2019

6.3 Consultation on Parking In anticipation of parking enforcement transferring from the Police to the Suffolk Local Authorities (Civil Parking Enforcement (CPE)), the off-street parking place orders need to be prepared in readiness for consolidation when the legal framework is changed from the road Traffic Regulation Act to the Traffic Management Act. CPE is planned to commence in April 2019.

As part of this preparatory work Suffolk Coastal undertook a public consultation of people's views regarding parking arrangements in the District. 51 responses were received and these naturally related to those areas that had off-street parking. A revised schedule of parking places and charges is being prepared. It is agreed that a second stage of consultation takes to seek the views of Town and Parish Councils and members of the public. The recommendations will be posted on the District Council's website.

6.4 Public Space Protection Orders – Dog Controls The Anti-Social Behaviour Crime and Policing Act has introduced Public Space Protection Orders (PSPOs). These can be used to address anti-social behaviour in the District. They provide the opportunity to update controls covering dog fouling and other restrictions which are currently enforced through totally inadequate local laws. The benefit of this approach is that the prohibition of dogs on certain beaches and amenity areas (e.g. children's play areas) can be enforced more effectively through Fixed Penalty Notices rather than by way of prosecution. The draft PSPO also covers dog fouling which requires dog owners to clean up after their dogs.

The Order for dogs on leads (general provisions) was not included after very strong objections during the consultation stage. These controls were proposed to address nuisance dogs where they may cause public safety issues close to the highway and for public health reason in allotments. It was considered that this would have put a too onerous restriction on our ability to exercise our dogs

7. Village Green

7.1 Willow Tree Branches were torn off by high winds on the 14th September. Rbt Fletcher cordoned off the tree. Tree Surgeon Jack Pynn removed fallen branches and as there were other damaged branches made the tree safe.

An Email was received from Mr. Pynn on the 5th October which was forwarded to councilors. Mr.Pynn recommended that the tree be pruned to attempt to balance the remaining canopy of the tree. He thought this could be done in such a way that from most angles the tree would have an aesthetically pleasing shape and leave the tree less prone to failure as reducing the canopy would mean less heavy loading on extended branches/limbs. The only slight issue is that the canopy is always going to have a bit of an uneven shape due to the large amount lost in the recent winds. However, in time as the tree grows this would become less pronounced.

In order to carry out the work he would charge £350 for 1 day's work with 2 people, wood chipper, tipper truck and all waste disposed.

Willow Tree cont...

He contacted the Tree Officer from the District Council (Nicholas Newton) who confirmed that in order to do any work to the tree that is not deemed emergency work, the relevant application for trees in a conservation area would have to be completed. Once completed the District Council takes 6 weeks to respond to applications. Mr.Pynn would happily complete the application for permission. He would charge an additional fee of £20 to complete the application and achieve permission to do the proposed work.

Mr.Pynn's quotation was accepted five councillors. Mr.Dunnett advocated totally removing the old tree and replacing it with a new willow.

On the advice of the District Council the Clerk and Mr.Caryer met tree surgeon Seth Lord for an alternative recommendation. He advocated a similar treatment to that advised by Mr.Pynn and considered felling the tree unadvisable. Mr.Lord has quoted £400 for the pruning of the tree and £840 for its removal. The latter price did not include the planting of a new tree.

Mr.Barnett proposed seconded by Mrs.Willetts that Mr.Pynn should be asked to prune the tree and make the necessary applications to the District Council. This was approved. 8 members voting for the proposal one member voted against.

7.2 Christmas Tree Mrs.Bignell reported that she had ordered a 16' Christmas Tree. Messrs R.Garnham & C.Doyle had again offered their help to erect the tree and to install the lights. The new owners of the Coach House have agreed for the tree to be connected to their electric supply.

7.3 Posts & Rails All posts need staining and a few need replacing. £300 is budgeted. Mr.Fletcher will carry out the work Spring 2018.

7.4 Bus Shelter – seat Details of seats were circulated to councillors and the majority choice was a wooden bench made by Queensbury. Cost £156 per m. 4.41m x £156 = £786. Voller & Dunnett have given a rough estimate of £500 and have provided a drawing. It was agreed to defer a decision until the Clerk has provided prices for “perch” seats.

7.5 Stream banks Suffolk Norse had been asked to attend a site meeting to give advice and provide an estimate for restoring the Village Green banks. The Clerk asked councillors to provide names of alternate contractors.

7.6 Telephone Kiosk BT's commercial field officer has authorised the repaint but the painting programme for this year has ended. He hopes that the kiosk will be painted during the painting programme for next year.

8. Financial Matters

8.1 Letter of thanks Received from Lyttleton & Lunch Clubs

8.2 Application for grants Received from Citizens Advice, Disability Advice Service. These will be considered by the Finance Sub Committee at their Budget Meeting on the 15th January, 2018.

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

Mr.J.Dunnett	£19.99	Sadolin for benches & information board – Millennium Meadow
	£12.58	Petrol for mower/hedge cutter & strimmer- Millennium Meadow
Suffolk Coastal District Council	£95.50	2017 Annual Parish Meeting – printing
Mr.R.Fletcher	£180.00	Village Green Grass Cutting July
	£60.00	War Memorial hedge cutting
Suffolk Coastal Norse Ltd	£64.00	Dog bags
Anglia Water Business Ltd (National)	£35.03	Allotment water charges
Vertas Group Ltd	£193.00	Playing Field grass cutting July - September

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

Mr.J.Ager	£15.97	A4 paper & C5 envelopes
	£515.20	Clerk's Salary August/September 2017
	£64.72	Clerks Expenses
HM Revenue & Customs	£257.60	Income Tax
Royal British Legion	£80.00	Donation - Remembrance Wreaths
Grundisburgh, Burgh & Culpho Hort Soc	£119.90	Grant to purchase 10 Dustbins Horticulture Society
Mr.R.Fletcher	£320.00	Village Green grass cutting
Mr.R.Fletcher	£297.00	War Memorial–Hedge cutting & cleaning surround
BDO LLP	£162.00	Audit fee

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

8.4 Payments received since the last meeting

Suffolk Coastal District Council	£8,750.00	Precept
Mr.J.Richards	£12.00	Allotment Rent
Mr.W.Cole	£12.00	Allotment Rent
Mr & Mrs.Webber	£12.00	Allotment Rent
Norse Commercial Services Ltd	£20.00	Grant to purchase litter pickers
Suffolk Coastal District Council	£102.17	Neighbourhood Funding – Old House, Half Moon Lane

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

Mr.J.F.Pynn	£60.00	Removal & disposal of green waste from War Memorial
Lytleton Club	£200.00	Grant joint outing with Lunch Club to Felixstowe 27 Sept
Ipswich Borough Council	£400.00	Grant to Greenways
Mr.B.R.Quinton	£47.40	Duck Food
Business Services at CAS Ltd	£287.33	Insurance
Mr.R.Fletcher	£240.00	Village Green grass cutting
	£72.00	Village Green Willow Tree – clearing fallen branches
Mr.J.Dunnett	£13.05	Millennium Meadow – Petrol for mower, strimmer & hedge cutter
Mr.J.R.Pynn	£100.00	Village Green Willow – Emergency work to broken branches
Suffolk Coastal Norse Ltd	£64.00	Dog Bags
Vertas Group Ltd	£193.00	Playing Field grass cutting
Mr.R.Fletcher	£240.00	Village Green Grass Cutting October
	£17.00	War Memorial – Algae cleaner

8.6 Other payments requiring approval

Mr.J.Ager	£515.20	Clerk's Salary October/November 2017
	£53.72	Clerks Expenses

It was proposed by Mr.Barnett seconded by Mr.Kendall, to unanimous approval, that these payments be made.

8.7 Account Balances as at 13th November, 2017

Business Tracker Account	£62.33
Current Account	£13,191.56
Post Office Investment account	£20,803.67
VAT to claim	<u>£285.50</u>
TOTAL	£34,343.06

8.8 Budget Report attached

9. Planning Report Mrs.Willetts reported:

9.1 Application reported at the previous Parish Council meeting still awaiting a decision

DC/17/3700/DRC Rookery Farm Otley Road Grundisburgh Discharge of Conditions No 3 of DC/17/2052/VOC

9.2 Application approved by Suffolk Coastal District Council since last Parish Council meeting

DC/17/4598/AME Uplees Meeting Lane Grundisburgh. Change of material to previously approved application to build porch in brick to render.

9.3 Applications received since the last Parish Council meeting

DC/17/3948/FUL and LBC Rookery Farm Otley Road Grundisburgh Suffolk IP13 6RX

Conversion and extension of the existing barn at Rookery Farm to form 2 new residential dwellings.

DC/17/4148/DRC Rookery Farm , Details as required by conditions 6, 8, 12 and 15 of Planning Consent

DC/17/2051/VOC

DC/17/4596/FUL Greenacres Bonds Corner Alterations and extensions to single storey dwelling

DC/17/4699/FUL Little Rosehill, Rose Hill, Grundisburgh. The proposal is for an extension to the rear of the house to replace a small conservatory. It is proposed to be 3.65 x 7 meters in footprint, single storey under a pantile roof on a red brick plinth. Unglazed elevations to be painted weatherboard. New window in first floor SW elevation, new glazed door, ground floor for utility room. NW elevation, 2 new windows and one modified. The proposed single storey rear extension is 7m in depth, 4 m in height and will have a hipped roof finish on the NW end.

9.4 Laneside, Meeting Lane, Grundisburgh, Suffolk IP13 6TT

Inspectors Response to Appeal Ref: APP/J3530/C/17/3175771

The appeal is made by Mrs Susan Ward against an enforcement notice issued by Suffolk Coastal District Council.

The enforcement notice was issued on 13 April 2017.

The breach of planning control as alleged in the notice is without planning permission the erection of an outbuilding.

The requirements of the notice are to demolish the outbuilding identified in blue on the plan attached to the notice and remove all materials associated with and arising out of the demolition from the land.

I conclude that the appeal should not succeed. I shall uphold the enforcement notice with variation and refuse to grant planning permission on the deemed application.

It seems to me that 6 months would be a reasonable and proportionate period of time. It strikes the right balance between affording sufficient time to comply with the notice and allow for a replacement building whilst also addressing the harm arising in a timely manner. The notice shall be varied accordingly.

After speaking with Mr. Blackmoor, the Officer dealing with this application Mrs.Willetts understood that the log store and the concrete base it stands on must be taken down and the materials removed from the site by 6th April 2018. Under permitted development rights the owners are able to build a log store/ shed behind the dwelling, when viewed from both Meeting Lane and Half Moon Lane and within the original curtilage. If any building takes place on the newly acquired land then an application for change of use from agricultural to residential use would be required.

9.5 Issues and Options for the Suffolk Coastal Local Plan Review. The Clerk had sent the Parish Council's response. He had to submit the answer to each question separately on line a very tedious and time-consuming method. Does the District Council really want responses to this consultation they certainly don't make it easy. He received the following acknowledgement.

From: suffolkcoastallocalplan [mailto:suffolkcoastallocalplan@eastssuffolk.gov.uk]

Sent: 08 November 2017 08:48

To: suffolkcoastallocalplan <suffolkcoastallocalplan@eastssuffolk.gov.uk>

Subject: Acknowledgement - Help Plan our Future – Options for the new Suffolk Coastal Local Plan

Thank you for submitting comments on the Options for the new Suffolk Coastal Local Plan. Your comments will inform the First Draft of the Local Plan which is expected to be published late Spring 2018.

We will publish a summary of all the responses received and how we have addressed them alongside the First Draft of the Local Plan. However, we are unable to provide an Officer response to each individual comment. At the First Draft consultation stage there will be a further opportunity to submit comments on the Local Plan and we will notify you at that time.

Issues and Options for the Suffolk Coastal Local Plan Review cont...

If you are not already on the Local Plan mailing list you can register via our online consultation system at <http://consult.suffolkcoastal.gov.uk/consult.ti>.

Please note that comments cannot be kept confidential. Your name and comments will be made available via our online consultation system and at <http://www.eastsuffolk.gov.uk/planning/local-plans/suffolk-coastal-local-plan/local-plan-review/help-plan-the-future-of-the-district-issues-and-options/>.

Mrs.Willetts sent a similar document under her own name, but as yet has not received any acknowledgement.

10. Roads & Transport Report

10.1 Committee Meeting The minutes of a meeting of the Roads & Transport Committee held on the 17th October had been circulated to all councillors.

10.2 Speeding Mrs.Willetts has been approached by mothers of children attending Grundisburgh Primary School who were concerned about the dangers to young cyclists by the speed of EA 1 Trenching Traffic travelling through the village. The Clerk will write to the Project Co-ordinator asking her to remind contractors of the presence of a Primary School in Grundisburgh and for them to take special care when travelling through the village.

10.4 Felgate Way Junction markings had been requested.

10.5 Parking Residents complaining about illegal parking in Post Mill Crescent should report instances to the police with photographic evidence if possible.

10.6 Fly Tipping Residents should be aware of the increase in fly tipping and should report such instances to the County Council.

11. Footpaths & Environment Report

11.1 Lyttleton Meadow houses for sale adverts The use of the Woodbridge Road entrance to the Meadow for houses for sale advertisement boards had caused concern. Most had now been removed with only one remaining.

11.2 Lyttleton Meadow management It was agreed that the Footpath's and Environment Committee should meet residents living near the meadow to try to establish the long-term management of Lyttleton Meadow aiming to meet the needs of residents and the maintenance of a conservation area – see Item 4.

12. To receive reports from Council representatives to other Organisations

12.1 Playing Field Mr.Caryer reported that the Playing Field Management Committee have carried out repairs to the play surfaces and fence around the children's play area. However, both are coming to the end of their useful life and will need to be removed or replaced. The management committee are collecting quotes and investigating options for replacement or removal (e.g.to remove the fencing).

12.2 The Village Hall Mr.Caryer reported that the Village Hall Management Committee, at a meeting held on 10th October 2017, agreed unanimously to request Grundisburgh and Culpho Parish Council to make an application to the Public Works Loan Board. That application would be to provide a loan to part fund the building of, and provide safety net finance, for the Grundisburgh Community Project known as The New Village Hall.

Mr.Kendall said the Business Plan was almost complete. He estimated that the sum borrowed would need to be in the region of £200,000 - £300,000 and that any application would have to have the approval of the inhabitants of Grundisburgh.

Mr.Youngman proposed seconded by Mr.Lapsley, to unanimous approval, that an extraordinary meeting of the council would have to be held to discuss this request from the Village Hall Management Committee that the Parish Council should apply to the Public Works Board for a loan to part fund the building of a new village hall

12.3 SALC The Chairman usually represents the Council at SALC meetings. He asked the clerk to forward notices and agendas for SALC area meetings and the AGM to all councillors

13. Items for next meeting

- Bus Shelter perch seats

14. Public Open Forum Mr. Barnett 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 issues were raised:

- **New Scout & Guide Centre** Scout Leader, Stuart Ross, reported that the plans for the new Centre were well advanced. Three parties were involved, Grundisburgh Estate, Fields in Trust and the Parish Council. He supplied copies of the Planning Submission Statement and plans of the proposed building; estimated cost £250,000.

Mr.Barnett proposed seconded by Mrs.Willetts, to unanimous approval the Grundisburgh & Culpho Parish Council acknowledge the need for a new Centre for Grundisburgh's Scouts & Guides and support their campaign to build a new Centre on Grundisburgh's Playing Field.

15 Any other business

Dates for 2018 Council Meetings January 8, March 12, May 14, July 9, September 10, November 12. All meetings to be held in the Parish Rooms except for the July meeting which will be held in St. Botolph's Church, Culpho.

Action Summary

- 4.** Clerk
- 7.1** Clerk
- 7.2** Mrs.Bignell
- 7.3** Clerk
- 7.4** Clerk
- 7.5** Clerk/all councillors
- 10.2** Clerk
- 11.2** Clerk/Footpaths & Environment Committee
- 12.3** Clerk