

Grundisburgh & Culpho Parish Council
Minutes of a Meeting of the Council held on the 13th March, 2023
in the Parish Rooms, Grundisburgh

NOTICES had been posted according with regulations.

Present: - Messrs. G.Caryer (in the chair) B.Cook, C.Dow, A.Dunnett, J.Dunnett, M.Harris, D.Higgins, J.Lapsley, R.Youngman, Mrs.Bignell, District Councillor C.Hedgley, County Councillor E. Bryce and 5 members of the public.

1. Apologies for absence Dr.E.Hodges, Mrs.A.Willetts, Mr.M Rankin, Mr. R. Herries

2. To receive member's declarations of interest Mr. Dow declared a non pecuniary interest in the East Suffolk Planning Alliance (ESPA).

3. Minutes The minutes of a Meeting of the Council held on the 9th January, 2023 had been circulated and were therefore taken as read. It was proposed by Mr.Harris seconded by Mrs. Bignell, to the unanimous approval of councillors present at that meeting, that these minutes be signed by the Chairman as a true record.

There were no matters arising

4. Chapel Field development

Footpath 20

Mr. Higgins questioned whether the Parish Council had the obligation to pay for legal advice to land owners affected by the routing of Footpath 20 through their properties. Other councillors considered that the Council had a duty of care to parishioners, He was reminded that approved. resolutions could not summarily be reversed.

County Councillor Elaine Bryce agreed to hasten a meeting of all interested parties which is in the process of being arranged,. The Chairman asked Mr.Higgins to produce a paper detailing his arguments for distribution to councillors.

5. Formation of East Suffolk Planning Alliance (ESPA)

Grundisburgh Action Group invited villages in East Suffolk, dissatisfied with the way current planning applications are handled in this part of Suffolk, to a meeting in the Playing Field Pavilion on the 4th February. 33 people attended including representatives from 14 Parish Councils.

Following a lively and passionate discussion a steering group has now emerged and produced a draft mission statement *"to serve the local communities of East Suffolk by working to place local communities at the heart of local planning decisions"*

Letters have been sent to all Parish Councils in East Suffolk, East Suffolk Council, MP's, Press and other interested organisations explain the objectives of the Alliance and to garner support, Another meeting has been arranged for the 25th March.

It was proposed by Mr. Harris seconded by Mrs. Bignell that the Parish Council should participate in the establishment of the East Suffolk Planning Alliance. Approved 8 members voted for and two member (Mr.J. Dunnett & Mr.R.Youngman) voted against the resolution..

Until it is constituted and well established the Parish Council is paying for hire of its meetings venues. Costs may be recouped later.

6. Public Open Forum It was proposed by Mr.Harris seconded by Mr.Dow, to unanimous approval, that the formal meeting be suspended, and members of the public invited to address the meeting. The following issues were raised

- Old Forge Stores Forecourt The Council were reminded that this is the 10th Anniversary of the poor condition of the forecourt being brought to the attention of the Parish Council. The owner, Mrs.Smith, repeated her request that the Parish Council should take over its repair, future maintenance and insurance. She would consider selling the Parish Council a right-of-way. She considered that the installing of a dropped kerb between the forecourt and road was essential.
- Lower Road Thanks were expressed to our County and District Councillors for their efforts in trying to solve the traffic problems caused by the Chapel Field development.

7. Meeting Lane Verge The restoration of the verge had recently been completed

8. Old Forge Stores Forecourt District Councillor Colin Hedgley had suggested that the Parish Council should purchase the forecourt from the owner and take over its repair and future maintenance,. Mr.Caryer said that this proposal was being considered with other proposals for CIL funding. The Clerk advised that the Parish Council had received advice that any repair, to be effective, would have to encompass the forecourt, main road and the lane leading to the Dog car park.

9. Planning Report In Mrs.Willetts absence Mr.Caryer presented her report.

9.1 Bentwaters Industrial development Mr.Higgins proposed seconded by Mr.Dow that the Parish Council accept the invitation to be a joint signatory to a letter to East Suffolk Council regarding traffic issues associated with the Bentwaters Industrial development. Approved 8 members voting for 1 member (Mr.R.Youngman) voting against. Mr.J. Dunnett abstained.

9.2 Applications refused by East Suffolk Council since the last Parish Council meeting.

DC/22/2544/FUL Flat At Stoney Cottage Stoney Road Grundisburgh. Two storey extension and internal alterations to existing two storey dwelling. Comments sent.

The reason for the decision to refuse permission is:

1. The proposed extension is considered of an inappropriate design, mass, and scale for this elevation that is uncharacteristic and an unsympathetic form of development taking into account the context of the site, which would have a detrimental impact on the character and appearance of this traditional property, contrary to SCLP11.1 of the Suffolk Coastal Local Plan 2020 and paragraph 130 of the National Planning Policy Framework.

9.3 Applications approved by East Suffolk Council since last the Parish Council meeting

DC/22/4824/FUL 5A Post Mill Crescent Grundisburgh. Erection of flat roof attached garage.

DC/22/1609/OUT Land off Cranworth Close, Grundisburgh Construction of up to six dwellings (Class C3), provision of parking, hard and soft landscaping, access, open space and other associated works.

Latest Ecology report identified a common pipistrelle roost within the garages; therefore, a European Protected Species Mitigation license will be required. Detailed plans will have to be submitted.

DC/22/1146/FUL. Land Adjacent To 3 Pine Grove Grundisburgh Suffolk IP13 6UL Construction of detached bungalow.

The Parish Council objected to this application. The proposed dwelling is within the countryside, outside the physical limits boundary of Grundisburgh. It is a significant distance from the nearest services and facilities, accessed along narrow roads without pavements.

9.4 Applications received by East Suffolk Council since last Parish Council meeting.

DC/23/0324/FUL. 25 Pound Cottages Ipswich Road Grundisburgh.

Two storey side extension and internal alterations.

Planning Report cont....

9.5 Applications still outstanding.

DC/22/4445/FUL Stone Acre, Otley Road, Grundisburgh. Construction of Replacement Dwelling and Garden Room. Comments sent.

Revised plans submitted 20/2/23 for Proposed Garden Room, Plans and Elevations, Block Plan & Street Scene.

9.6 Chapel Field. Lots of emails have been submitted to Hopkins Homes, Suffolk County and East Suffolk Councils concerning violations of planning conditions. Lower Road particularly is suffering widening by large lorries. Hedges have been damaged, verges and banks eroded and signs completely ignored. It is only through the tenacity of the village community reporting and providing photographic evidence of these violations that Highways, Hopkins Homes and ESC are finally listening.

Footpath 20 a meeting between the Parish Council, Grundisburgh Playing Field Management Committee, Hopkins Homes and PROW officers is in the process of being arranged.

10 District Councillor's Report

- District Councillor Colin Hedgley was pleased that the restoration of the verge in Meeting Lane had, at last, been completed.
- He had taken the East Suffolk Council's new CEO on a tour of the Chapel Field development and the surrounding narrow roads so he now had a clear picture of the issues of concern to the villagers.
- He regretted not being able to attend the East Suffolk Planning Committee Meeting which approved the application to build a bungalow in Pine Grove.
- This was the last meeting he would attend before the election on May 4th and he thanked the Council for their time and patience in what was, because of the Pandemic, a very difficult few years in the middle of the four. He will be standing again, along with his colleague, Ben Coupe. (Tony Fryatt has retired)
- District Councillor Colin Hedgley's full report is published on the Parish Council's Web Site Home Page - Important Documents <https://grundisburgh.suffolk.cloud/>

11. County Councillor's Report

- County Councillor Elaine Bryce was pleased with the restored verge in Meeting Lane.
- She had visited Lower Road with a Highways Officer so that he could see the damage caused by vehicles delivering to the Chapel Field development. Suffolk County Council had written to East Suffolk Council concerning planning conditions which are not being kept. East Suffolk Council demanded evidence e.g. time, vehicle registration, proof of vehicle entering the site before taking action.
- Parish Councils can apply directly to the Licensing and Enforcement Team for permission to site street furniture within the Highway, subject to approval. Parishes can then source their own street furniture and use their own contractors to install them. These types of works are generally limited to verges, footways, and green spaces. A licence costs £150.
- Councillor Bryce was asked whether a 7½ tonne limit could be imposed on Lower Road and could no more notices be placed at the entrance to B1079 entrance to Lower Road.
- County Councillor Elaine Bryce's full report is published on the Parish Council's Web Site Home Page, Important Documents <https://grundisburgh.suffolk.cloud/>

12 East Suffolk Community Partnerships Mr.Caryer said the Roads & Transport Committee will investigate whether the Parish Council should apply to the Licensing and Enforcement Team for a licence granting permission to site street furniture within the Highway. The Playing Field Management Committee had requested that a sign to the Playing Field be placed on the Footpath Sign Post in the verge. A licence would enable to Parish Council to source a sign and instal it.

13. Annual Parish Meeting 26 May 2023 Mrs.Willetts, Mr. Caryer and the Clerk will meet shortly to discuss the format of this year's meeting.

14 Elections 4 May 2023

As East Suffolk Council has an enormous number of Nomination Papers to process Parish Clerks are asked to deliver Papers for Councillors seeking re-election in a batch on an appointed day to ease the load.

The Clerk has been given an appointment for 10.00am on Thursday 16th March. Councillors are asked if they are standing again could you please let the Clerk have your completed nomination forms by that date.

If councillors are handing nomination papers themselves they must be delivered to East Suffolk Council Offices by 4.00pm Tuesday 4th April.

15 King Charles 111 Coronation 6 May 2023 A full days programme of events is being organised by the Village Hall Trustees. Mr.J.Dunnett suggested, to general approval, that a beacon, or similar art work, should be placed in Grundisburgh to commemorate the Coronation.

16. Financial Matters

16.1 Grants Letter received from Mr.R.Garnham, /Secretary & Churchwarden St.Botolphs Church, Culpho requesting that the Parish Council's annual grant for the maintenance of the churchyard be increased from £195 to £350.

Mr.Dunnett proposed seconded by Mr.Youngman, to unanimous approval that the grant for the maintenance of St.Botolphs Church churchyard be increased to £350.00.

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

Royal British Legion	£20.00	donation
R.A.Youngman	£346.58	2022 Annual Parish Meeting – Catering
Mrs.J.DeBorman	£50.00	Christmas Tree – Electricity
Anglian Water Business (National) Ltd	£20.47	Allotment Water Charges
Society of Local Council Clerks	£101.00	Membership Fee
Suffolk County Council	£300.00	Quiet Lanes contribution
Mr.R.Fletcher	£340.00	Village Green Grass Mowing, Hedge & Tree Cutting
M.P.Stephenson & Sons	£170.00	Christmas Tree
Mr.G.Caryer	£22.02	Christmas Walk refreshments
Mr.J.Ager	£513.05	Clerk's Salary December 2022/January 2023
	£50.82	Clerk's Expenses December 2022/January 2023
Information Commissioner	£40.00	Renewal fee
Vertas Group Ltd	£242.59	Playing Field Grass Mowing

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

16.3 Emergency payments made prior to the meeting

Suffolk Coastal Norse Ltd	£119.00	Emptying St.Mary's wheeled bins
Grundisburgh Parochial Church Council	£52.62	Photocopying CIL consultation leaflet
Mr.J.Bignell	£40.50	Christmas Tree Gratuities
Upbeat	£200.00	Grant – event flags
Grundisburgh Primary School	£500.00	Play equipment refurbishment
Anglian Water Business (National) Ltd	£51.76	Allotment water charges
Grundisburgh Village Hall	£75.00	ESPA Meeting 25/03/2023
Grundisburgh Playing Field	£30.00	ESPA Meeting 04/02/2023
Suffolk Coastal Norse Ltd	£59.54	Emptying St.Mary's Church wheeled bin

16.4 Other payments requiring approval

Pretty's Solicitors LLP	£2,000.40	Professional charge for legal advice and services
Mr.J.Ager	£513.45	Clerk's Salary February/March 2023
	£90.44	Clerk's Expenses February/March 2023
HM Revenue & Customs	£128.50	Income Tax - to be paid 05/04./2023
SALC	£27.00	Payroll Service

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

Financial Matters cont...

16.5 Account Balances as at 13th March, 2023

Business Tracker Account	£62.69
Current Account	£92,526.68
Post Office Investment account	£21,396.54
VAT to claim	<u>£1,179.82</u>
TOTAL	£115,165.73

16.6 Budget Report attached

17. Roads & Transport Report

17.1 SID Speed Indicator Device Mr.Caryer reported that an order has been placed for a SID to be financed from the council's CIL grant and will be delivered during the second week in April. Cost £3,474.

17.2 Roads & Transport Sub Committee The minutes of a meeting of the committee held on the 23rd February. had been circulated to councillors prior to this meeting.

18 CIL consultation Mr. Caryer reported.

Community Infrastructure Levy (CIL)

It was agreed that based on responses to the Neighbourhood Community Infrastructure Levy flyer, Grundisburgh and Culpho Parish council will, review proposals to identify projects that qualify for local and district CIL funding. This will then enable the Parish Council to allocate the small portion of the levy passed directly to the Parish Council to additional projects.

It was also agreed that a Sub Committee of Mesrs, G.Caryer, B.Cook C.Dow, M.Harris Mrs.J.Bignell and Mrs.A.Willetts should review the 100 plus proposals of how this money should be spent.

19. Footpaths & Environment Report Mr.Caryer reported.

- **Sub Committee Meeting** The minutes of a meeting of the Footpaths & Environment Sub Committee held on the 27th February. had been circulated to councillors prior to this meeting
- **Notice Boards** The Old Forge Stores Notice Board was now beyond repair and needed to be replaced. A request had been made for a notice Board to be placed near the Village Hall.
- **Great British Spring Clean** A litter pick in Grundisburgh will take place on Sunday 26th March.
- **Lyttleton Meadow** A new bench will soon be installed on Lyttleton Meadow to replace the derelict "rustic" bench. It will be dedicated to the memory of the late Robin Styles and paid for by his family.

20. To receive reports from Council representatives to village organisations

The minutes of a recent meeting of the Playing Field Management Committee had been circulated to councillors.

21. Public Open Forum It was proposed by Mr.Caryer seconded by Mrs.Bignell, to unanimous approval, that the formal meeting be suspended, and members of the public invited to address the meeting. The following issues were raised

- **Meeting Lane** White lines at the Meeting Lane junction with The Green needed re-painting.

22. Items for next meeting This meeting, to be held on the 15th May, will be the Annual Meeting of the Council.

23. Any other business

23.1 Mr.Dunnnett asked for the severely pollarded tree on the west side of Ipswich Road near the entrance to Park Road, which appeared to be dead, to be removed.

23.2 2023 Council Meetings 15 May, 10 July, 11 September, 13 November. Annual Parish Meeting 26 May

All meetings will be held in the Parish Rooms starting at 7.00pm except the July meeting which will be held in St.Botolphs Church, Culpho and the Annual Parish Meeting which will be held in the Village Hall.

Action Summary

- 5 Mr.Dow
- 12. Mr.Caryer
- 13 Mrs. Willett, Mr.Caryer, Mr.Ager
- 14 All
- 15 All
- 18 Mr.Caryer
- 19 Mr.Caryer
- 21. Clerk
- 23.1 Clerk

APPENDIX

It was agreed during Item 7 of the Annual Meeting of the Council held on the 15th May 2023 that Mr.D.Higgins draft notes for Item 4 for the meeting held the 13th March, 2023 be added to the minutes of this meeting as an appendix. This resolution was approved, against the advice of the Clerk who stated that there were several inaccuracies and errors in Mr.Higgins draft and it was therefore not a true record . 6 members voting for 3 against 1 member abstained

Draft Minutes submitted to the Clerk by DMH on 16th March 2023 in response to request from Mr Ager during the meeting held on 13th March ref Item 4(i)

Item 4(i) Footpath 20: Questions tabled by Cllr Rankin seeking to identify what ‘a good, reasonable and likely outcome’ would amount to, given the ambition of achieving a solution that delivered “ the very best outcome for our community”.

Cllr Higgins expressed concern at Cllr Caryer’s statement that little of substance had yet occurred (ie. no meeting with the FP20 stakeholders, no report from the instructed solicitors). This despite the proclaimed urgency of the proposal to call for an online show of hands on 13th December, to sanction instructing a solicitor to examine the complex legal issues arising from the possible realignment and upgrading of the existing footpath adjacent to the Chapel Field development. DH wanted to know why this decision had been so rushed, given so little apparent progress had been achieved to date, when the haste that had been urged on councillors had in effect excluded any collective discussion within the PC about the merits and/or demerits of the proposal, until at least the next PC meeting by which time the proposal had become a policy and put into effect.

Cllr Youngman expressed the opinion that the involvement of the PC was unnecessary at an early stage of discussion because the location of the footpath was primarily the responsibility of Suffolk Highways/RoW. RY could not see the purpose of the PC’s intervention. In his opinion it was essentially a decision for the authorities to sort out between themselves and he did not consider it all that difficult to resolve and was sceptical of the decision to commit public funds to this issue. RY favoured the PMC preference that the existing footpath should remain grassed

Cllr Higgins stated that he had been sceptical of the PC’s declared purpose in proposing its intervention in the FP20 dialogue, even if it was only intended to provide a space for the various stakeholders to resolve their differences. It remained unclear what specifically was the outcome that the PC considered the best achievable result and this clearly had been MR’s primary concern in tabling the questions he had submitted.

Cllr Dunnett stated his opinion that the legal expenditure was a waste of money. Cllr Harris disagreed with him, and suggested that the PC was exercising its duty of care with reference to the interests of the residents who lived adjacent to the existing route of the footpath. MH’s view was that those residents were being badly treated by SSC/RoW and were entitled to support from the PC. DH suggested that hurriedly spending public funds to resolve disagreements between landowners, local authorities and householders, by in effect paying for a legal opinion that might incidentally reduce potential legal costs for affected residents, was arguably outside the normal parameters of the PC’s duty of care. DH was also concerned whether the expenditure had properly been funded from the appropriate Reserve Fund and whether further costs to the PC were potentially anticipated. Cllr Lapsley had earlier proposed that further discussion and resolution of these issues would be best achieved by holding an extraordinary meeting as soon as practicable and this recommendation was generally acknowledged as the best way forward.