

BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of the Parish Council meeting held on Wednesday 8 September 2021 in the Village Hall

Attendees

From the Council Cllr Orr-Ewing (Chair)
Cllr Carse
Cllr Doney
Cllr Saunders
Cllr Lacey
A Besly (Clerk)
Cllr Richard Smith SCC

From the Public None

Apologies Cllr Norman Brooks ESC

Declaration of Interest

Minutes The Minutes of the Special Council meeting on and 11 August 2021 were approved and signed
The Minutes of the Council meeting on and 12 July 2021 were approved pending a text amendment to the minute of Cllr Smith's report

Open Forum

Notes and Actions

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	County Councillors Report		Cllr R Smith (SCC)	
	Cllr Smith has spoken to Peter Sparrow (SCC Liaison Engineer) regarding the Dunwich Road scheme and confirmed he will make a contribution towards the feasibility study. He suggested inviting Peter to a PC meeting and have a public open forum. Today's SCC meeting was the first face to face since February. While there are still some restrictions to office forking at Endeavour House, SCC are aiming for 50% occupancy by the end of the month. Sizewell C hearings will be complete by 14 October and the Planning Inspectorate have been pushing EDF to give full and complete answers. Cllr Smith believes the planning decision could still go either way			
2	District Councillors Report - Circulated		Cllr N Brooks (ESC)	
3	Chairman's Report		Cllr Orr-Ewing	
	EDF meeting regarding Dunwich Rd traffic: EDF will speak to SCC Highways regarding the feasibility study and will consider a contribution to the study. EDF Tom McGarry wondered why Dunwich Rd was not blocked off Primitive Methodist Falling Tiles: Have been reported to the owners with no action. the Clerk will report the issue to ESC for further action A Parishioner has highlighted a hedge on Angel Lane that has overgrown the highway. Roderick will speak to Sarah and Mike Wickham, the property owners to confirm it is their hedge and if so, request they cut it back Village Hall Repairs: Fire exits have been replaces and decorators are due to start w/c 13 September			
	AP1 - 09/21	Clerk to contact ESC regarding falling tiles	Clerk	
4	Clerk's Report - Circulated			

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	<p>Dog waste bin: has not yet been re-sited. Clerk to follow up again with Norse</p> <p>Fly Tipping: Norse have cleared the debris and the Clerk has thanked them on behalf of the Council</p> <p>House Keeping: The Clerk has cleansed data up to 2019/20 and deleted c45,000 emails and 4,462 data files in line with data retention guidelines which has taken 33 hours</p> <p>Councillors were requested to comply with GDPR by deleting emails from blythburgh.pc on their own devices prior to April 2020 unless they support current issues</p> <p>Website Copyright: There seems to be no copyright exposure on images. the Clerk will continue to review accessibility</p> <p>Training: The Clerk will register for the next CiLCA student intake on 1 October</p> <p>Budget: The Clerk highlighted that the budget will need to be considered at the next meeting. There will be a Finance Advisory Group meeting before then</p>	Clerk	
5	<p>PAYE: The Chair highlighted that the Clerk would be entitled to a pay increment on completion of CiLCA next year. This could be brought forward to start immediately in recognition of the need for a computing upgrade and the additional hours required for the data cleanse. An increment of 2 pay points to SCP14 with immediate effect was proposed. All agreed</p>		
6	<p>Finance Report - Circulated It was suggested that the VHMC could make a contribution to the cost of the new pedestrian access. A request would be made from the Parish Council</p>		
7	<p>Payments schedule in the finance report totalling £1,371.22 was approved</p>		
8	<p>Traffic Management Report: Cllr Doney discussed two options with Peter Sparrow (SCC Liaison Engineer) to be referred for feasibility study: Opt 1: Build out at Angel Lane/A12 to prevent vehicles entering with "No Vehicles except for Access" signage at the Water Tower Opt 2: Block off Dunwich Road between Angel Lane and Water Tower which was recognised to be expensive It was agreed to put some information on the feasibility study into Blythburgh Focus</p>		
	<p>AP2 - 09/21</p>	Cllr Doney to arrange for information to be published in Blythburgh Focus	Cllr Doney
9	<p>Planning Advisory Group Report: Cllr Carse reported the following: Cherry Tree Cottage - Permitted Freshwinds - Awaiting Decision The Gabriels - Awaiting Decision Lark Rise - Awaiting Decision School Cottages - Permitted It was also reported that a hedge on Chapel Lane had been removed. This has been reported to ES Planning and the PC have agreed to be point of contact for any future communications from ES Planning</p>		
10	<p>Village Hall Update: Cllr Doney reported that The Village Hal is taking bookings The new fire doors have been fitted The website is up and running</p>		
11	<p>Election of Vice Chair: It was agreed that the position of Vice Chair should be filled. Cllr Orr-Ewing proposed Cllr Doney. All agreed. Cllr Doney accepted. The Clerk will arrange for acceptance of office to be signed</p>		
12	<p>Councillor Vacancies: There has been no further progress. The Clerk confirmed that a parishioner could be co-opted providing they met the criteria, without the need for a proposer. The next election will be in May 2023. It was agreed that an advertisement for the casual vacancy should be put in Blythburgh Focus. Cllr Doney agreed to arrange this</p>		
	<p>AP3 - 09/21</p>	Cllr Doney to arrange for an advertisement to be published in Blythburgh Focus	Cllr Doney

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13	Queen's Platinum Jubilee: Thursday 2 June to Sunday 5 June 2022. It was agreed that Parishioners should be asked what they would like as a permanent memorial. Cllr Orr-Ewing agreed to ask Ro Williams if she wants to organise an event in the Village Hall Before an event is finalised, the White Heart would be asked if they are organising anything to avoid any potential clash of dates		
14	Goods Shed Bases - It was agreed that the railway society could have the 6 goods shed based in Church Green provided they were replaced by similar sized stones. It was felt that tree stumps would deteriorate and become ineffective. The Clerk will write to the railway society with a guide for the replacement stones	Clerk	
15	Southwold Harbour Stakeholder Advisory Group: It was agreed that the Parish Council did not currently have the resources to join this group		
16	Playsite Inspections: It was agreed to ask Mick Nicholls if he would carry out weekly inspections on behalf of the Council		
	AP4 - 09/21 Cllr Carse to ask Mr Nichols	Cllr Carse	
17	Playsite Repairs: It was recognised that the timber structure required repair. Cllr Orr-Ewing will tie hazard tape around it and price up a repair using a concrete base and stirrup to secure the main supports.		
	AP5 - 09/21 Cllr Orr-Ewing to provide repair estimate	Cllr Orr-Ewing	
18	Blythburgh Day Profits: As Blythburgh Day made a profit this year, Cllr Saunders will pay this into the Parish Council account		
	AP6 - 09/21 Cllr Saunders to transfer profit to the PC account	Cllr Saunders	
19	Parish Council representation on Blythburgh Latitude Trust: The council has been asked to nominate a second representative, Cllr Carse volunteered. All Agreed		
20	Village Hall Wi Fi charges. It was agreed that Cllr Carse would continue to pay the subscription and claim it back from the Parish Council as this was in support of the CCTV monitoring the recycling area		
21	Suffolk Coast and Heaths AONB: It was agreed that Blythburgh do not currently have a suitable project to engage volunteers with. There was however, a discussion regarding who was responsible for footpaths around Blythburgh. Cllr Lacey agreed to provide the Clerk with the details of footpaths that were the responsibility of Natural England		
	AP7 - 09/21 Cllr Lacey to provide details of footpaths that Natural England are responsible for	Cllr Lacey	
22	Date of next meeting: Wednesday 10 November 2021, 19:15 in the Village Hall		

These minutes are confirmed as an accurate record of proceedings of the meeting Wednesday 8 September 2021

Signed (Chair) _____ Dated _____

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