



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of Parish Council Meeting Tuesday 17th November 2015

Present: Cllr D Tytler (Chair), Cllr A DeThabrew, Cllr A Mackley, Cllr R Orr-Ewing, Cllr J Sutton, Cllr C Waller, J Boggis (Clerk).

Open Forum (Cllr Catchpole, Cllr Gower + 1 Parishioner present)

Traffic along Angel Lane / Dunwich Road. A Parishioner expressed his thoughts on the issues with traffic along Angel Lane and proposed putting 'NO Entry Except for Access' signs on all access points to this part of the Village, using electronic monitoring to police. He expressed this was the best opportunity with the proposal of Sizewell C and the associated money being available / spent. He agreed that displaced traffic would need to go via Tobys Walk (B1387) and that would need upgrading. The Parishioner then stated that the issue needs to be publicised with the media and by placards in an attempt to force some action.

Cllr Mackley responded that the Parish Council are working on this issue but SCC Highways would have no money for this type of project and as it stand Sizewell C are not including local (B class roads) roads in their proposals. Cllr Tytler stated that at present placards would not be supported by the Parish Council.

Cllr Gower suggested restating the Parish Council view in respect of the B1125 to EDF and the SCC / SCDC group working on Sizewell C.

Proposal – Clerk to send letter to relevant parties

All Agreed

Feedback of World of Planning event. The Clerk and a member of the Planning Advisory Group attend the event. The event looked at planning enforcement and updates to the Local Plan.

Planning Enforcement. The process, fines available, legal rights and local procedures were presented to those present and an exercise competed. Key points; Planning enforcement is a 'Power' not a 'Duty' of the District Council; Expediency is important with the harm, impact on human rights, amenities effected and proportionality among the factor that need to be considered.

The exercise incensed the Blythburgh contingent who explained that in their experience this was not what happened, in fact nothing appeared to happen. In their experience, example being the Stables near the water tower, Issues reported by the Parish Council receive no feedback and no action appears to be taken. This leaves the Parish Council open to calls of disrepute and as far as they were concerned brings the whole planning process into disrepute. Phillip Rowson accepted the comments and agreed to speak after the session.

Police report; Jamie Newson, PCSO 3044, Saxmundham & Framlingham SNT. Due to system upgrade no reports available until end of November 2015

District Councillor Report; Councillor Catchpole.

Cllr Catchpole raised the letter he had received about the closure of Blythburgh Post Office and the offer of Home Service, see letter in notice boards, and offered support if needed.

Cllr Catchpole reported he was updating Parish Councils by forwarding the SCDC Leader Cabinet Briefing.

Cllr Catchpole asked to be kept up to date with information relating to Latitude Festival Traffic which he would feedback with SCDC Safety Advisory Group.

Cllr Catchpole then discussed the new delegation scheme with in planning. Cllr Mackley asked if the Council had to wait to be asked to respond to a referral with-in 5 days or could they send at the same

time as responding to the planning application. Cllr Catchpole stated the Parish Council could send the referral form at the same time.

County Councillor Report; Councillor Gower.

Cllr Gower focused on education, an issue of concern with in SCC. He reported that GCSE results were up with 53% of students receiving A* - C grades which put Suffolk mid-way in the league tables, a big improvement but still more needs to be done.

Parish Plan. Feedback from working parties.

- Blythburgh matters – No Report
- Environmental Working Party – Concerns over bank erosion in areas of the work carried out during the A12 flood alleviation scheme was raised.
- Church Working Party; Report supplied by PCC secretary R Crane, summarised below; The Autumn brought a series of concerts; The music of William Allwyn; choral evensong with the Aldeburgh Voices; Songs based on the experiences of WWI soldiers in the trenches. The harvest festival service speaker was from the ‘Tools with a Mission’ organisation who collect unwanted tools, refurbish them, and ship them out to organisations in Africa. During the summer the floodlights were rewired and replaced with LED lamps, which we hope will be much more reliable than the old fittings. The Café Mini Markets held on the last Friday of every month, goes from strength to strength. The Christmas market is going to be on Saturday November 28th from 12-4pm. Christmas services in the church; please see Blythburgh Focus or notice board for details.
- Village Hall Committee – Working on plans to refurbish the kitchen.

Locality Budgets. Cllr Tytler asked the District and County Cllrs about their Locality budgets. Cllr Catchpole responded these were open to any constituted organisation with Cllr Gower responding his was open to all community groups. When pressed Cllr Catchpole stated he may be able to support up to 50% of the cost of the work on the bus shelter from his locality budget.

Parish Council Meeting

15/75. Agree the Agenda

All Agreed

15/76. To receive Declarations of Interest / Dispensation on any matters on the agenda

None Declared

15/77. To note and agree apologies for absence

All Councillors present

15/78. Approve Minutes of Parish Council meeting held on 15th September 2015

Proposal – Accept minutes for 15th September 2015 as presented

All Agreed

15/79. Election of Co-opted Councillor

Ongoing. No candidates proposed at the meeting

15/80. Appointment of Village Hall Trustee

Postponed to next meeting

15/81. To receive the Clerk’s Report

Proposal – Accept Clerks Report as presented

All Agreed

15/82. To receive the report from the planning advisory group

- To receive any planning decisions

Application No.	Location	Proposal	SCDC Decision
DC/15/3275/FUL	Creek Cabin, Reydon Road, Blythburgh	Replacement dwelling and carport and relocation of PV array	GRANTED – No decision notice available.

- Cllr Mackley reported appeals had been raised by; Pine Lodge, Thorington which was heard this week. Decision awaited; White Cottage, Blythburgh, awaiting appeal hearing.

- To consider any planning applications received by 17th November 2015 and determine the Councils attitude to them.

Application No.	Date rec'd	Location	Proposal
DC/15/4306/FUL	7/11/2015	The Bungalow, 23 Southwold Rd, Blythburgh	Demolition and replacement of existing dwelling and change of use of strip of land.

The Chair of the Planning Advisory Group gave an overview of the planning application highlighting positive and negative features of the application describing it as almost a model approach for this type of development. The one concern raised was the poor ecological report with the evidence of bats highlighted but no details bat survey carried out.

The Councillors discussed the application but raised few concerns. The councillors agreed they had no objections to this application

Proposal – Clerk to contact SCDC and express No Objection to this application. However Clerk to add the recommendation that a full bat survey to be performed.

All Agreed

Application No.	Date rec'd	Location	Proposal
DC/15/3254/VLA	12/11/2015	Amberley Dunwich Road Blythburgh	Variation - To relocate affordable housing to Leiston.

The Chair of the Planning Advisory Group gave an overview of the planning application where the affordable houses in this development were going to be relocated to Leiston. He explained the changes already made to the original application explaining the need to encourage young families and for a longer term view to be taken.

The Councillors were horrified by this request and after discussion agreed to strongly object to this application.

Proposal – Clerk to contact SCDC and express strong Objection to this application.

All Agreed

- Changes to SCDC Scheme of Delegation.
Cllr Mackley explained the scheme and highlighted there was a 5 day response time in the scheme. With part time Clerks this could lead to these timescales being missed.
Proposal – Delegate Powers to Clerk to respond to Referral Requests

All Agreed

Proposal – Delegate Powers to Chair of Planning Advisory Group to respond to Referral Requests

All Agreed

15/83. To receive the report from the financial advisory group

- Review of Internal Audit
The Internal Audit report available on the Parish Council website was discussed by the Finance Advisory Group who considered it thorough and wide ranging covering the operation of the Finances with the Parish Council.

Proposal – Approve Internal Audit report and that it is ‘Fit for Purpose’

All Agreed

- Current Financial Position

Income received since last meeting;

- Grant from Blythburgh Latitude Trust – towards MPLS - £325.00
- SCDC - 2nd Precept Payment – £3423.64
- Community Action Suffolk – Rebate on PC Insurance - £5.96
- Barclays – Bank interest - £0.82

Bank Statements at 27th October 2015	Community Account	£7765.99
Bank Statements at 27th October 2015	Saver Account	£6597.37
	Total	£14363.36

Unpresented Cheques at 27th October 2015 Total Value £643.12
 Invoices for payment at this meeting Total Value £529.25 (To be agreed)
BALANCE £13190.99

19th November	Clerk PAYE	Subscriptions	Insurance & Audits	Maintenance	Cllr Expenses	Training	Misc.	Donations (section 137)	Outgoing	Incoming
Budget	£1,638.00	£219.00	£1,967.00	£1,585.00	£670.00	£400.00	£250.00	£100.00	£6,829.00	
Spend to date	£1,200.02	£554.70	£805.03	£0.00	£382.06	£30.00	£186.86	£50.00	£3,308.67	£7,198.25
Remainder	£437.98	-£335.70	£1,161.97	£1,585.00	£287.94	£370.00	£63.14	£50.00	£3,520.33	
Note*	Subscriptions is over budget as MPLS license purchased by Parish Council was not in budget									
Projects - Gateways (Year 1)	Parish Council 3000; SCDC Grant received 2500; Blythburgh Latitude Trust Grant agreed 5000									
Reserves	Allocation									
Fund - Village Hall maintenance	1000									
Fund - Village Hall Driveway	500									
Fund - Playsite Update	1000									
Fund - Election	600 Election Fee £100									
Fund - VAS	358 Purchased VAS in 2014-15 (3642). Remainder to fund posts.									

- Discuss and agree any payments required of the Council
 - RoSPA Playsite inspection £78.00
 - Clerk Expenses – Printer Cartridges £40.71
 - PAYE for Q3 Clerk £328.35 HMRC £82.20

Proposal – Payments required of the Council approved

All Agreed

15/84. Budget proposal for 2016-17. Discuss and agree way forward.

The Clerk in his role as Responsible Finance Officer presented the proposed budget for 2016-17. The Councillors agreed to remove funding for Celebrate Blythburgh event only, which changed the precept recommendation.

Proposal – RFO to update budget proposal for Approval by Councillors

All Agreed

15/85. Sizewell C: Update from Cllr Mackley

SPLG are meeting next week and will be pressing Parishes to restate their preferences. SPLG continue to press to get minor roads included in the Sizewell C project. SPLG are expecting the stage 2 consultation to be early 2016.

15/86. Vehicle Activated Speed Sign: Report from Cllr Orr-Ewing.

There is now a post for the VAS to be located to the north of the village.

VAS has been returned to manufacturer due to water leak.

Results from VAS show;

September – Dunwich Road north bound traffic

Reduction in traffic to 42238 vehicles of which 91% were below 35mph. Maximum speed recorded was 60-65mph.

October – A12 north bound traffic

Reduction in traffic by 25000 vehicles of which 88% were below 35mph. Maximum speed recorded was 75-80 mph.

Proposal – Set VAS speed indicator to operate at 40mph for one week

All Agreed

15/87. Village Gateways: Update from Clerk.

SCC Highways reported no progress.

15/88. RoSPA Basic Playground Inspection report; Actions required?

The Councillors reviewed the report and concluded the key changes were to monitor bark levels and stain timber with child friendly preservative.

Proposal – Clerk to arrange for timber treatment in spring 2016

All Agreed

15/89. Community Emergency Planning: Update from Cllr Tytler

Postponed to next meeting

15/90. Bus Shelter: Future of Brick Bus Shelter

Only one builder responded with a quotation. The councillors discussed the options given by the builder, brick pier £982.00+vat or wooden pier £878.00+vat.

Proposal – Clerk to request funding from Locality budgets

All Agreed

Proposal – Clerk to contact builder and arrange for brick pier option

All Agreed

15/91. Training: OneSuffolk's New Website Training – Support for Cllr Mackley

Cllr Mackley reported he can manage Parish Council requirements it is the broader options he would need help for, i.e. calendar of events.

15/92. Latitude Festival: Review 2016 Traffic proposals. Date for diary

The Festival Republic traffic consultant has requested a date to give a briefing to Parish Councillors about their proposals for 2016. Date agreed was Wednesday 3rd February 2016.

15/93. Feedback on workshop covering Winter Weather and Winter Gritting: Clerk.

- Winter Gritting. - This was an interesting insight in to the process and the problems faced by SCC Highways.
- Winter Weather. Discussion about the service offered by the Met Office, in particular the National severe weather warning service NSWWS. Fascinating presentation and useful for those interested in weather forecasting.
- Flooding. Flooding in these terms only covers that from coastal and rivers. This presentation was aimed heavily at emergency planning and having an emergency plan.

15/94. Meeting Dates – Request to Change the date of January meeting

Cllr Tytler reported he would not be able to make January 2016 meeting

Proposal – Move meeting date to January 12th 2016

All Agreed

15/95. Parish Council Computer – Upgrade to Windows 10?

The Cllr agreed it was a sensible idea to update computer to windows 10

Proposal – Clerk to arrange to update computer to Windows 10

All Agreed

15/96. Correspondence – See Appendix A

- The Queen's 90th Birthday Celebrations.
Proposal – Clerk to pass information to Blythburgh m@tters
All Agreed
- SCDC Safety Advisory Group – Latitude Festival Traffic.
Discussed in open forum.
- Preferred Options public consultation (ends 30 Nov 2015) - Site Allocations and Area Specific Policies.
Postponed until next meeting (special meeting)
- Resident Letter giving proposals for Traffic issues.
Discussed in open forum
- Sizewell C Community Forum Membership.
Proposal – Leave as is with Chair as the nominated member of forum

All Agreed

15/97. To discuss any other matter the Chair will allow

Nothing Raised

Meeting closed at 9.43pm

Clerks Report to the Parish Council Meeting Tuesday 17th November 2015

Parish Council Meeting - Tuesday 15th September 2015

- Planning application.
DC/15/3275/FUL, Creek Cabin, Reydon Road, Blythburgh, Replacement dwelling and carport and relocation of PV array. Contacted SCDC to express Objection to this application.
- Made Payments agreed by the Parish Council; BDO – Annual Audit Fee, £120.00; SCDC – Election Fee, £100.00; Clerk Expenses – 18th March to 15th September, £48.33; CAS - Parish Council Insurance, £593.12; PAYE for Q2, Clerk £328.35, HMRC £82.20.
- Overgrown foliage in Village. Responded to correspondence stating Parish Council position.
- RoSPA Basic Playground Management & Inspection Training Event. I was unable to attend the event due to personal commitments.
- Modification to Brick bus shelter on A12. Contacted local builders. See agenda items for update.
- Update on Defibrillator. Spoke to Landlord at White Hart regarding donation to shop owner toward electricity costs. I am waiting for shop to open before passing on £50 cheque
- East Suffolk Lines Community Rail Partnership. Applied for membership for the Parish Council but have received nothing in return.
- SCC offer of the wicker fences from the A12. Contacted SCC asking for them to be left in the Village Hall Car Park

General Activities

- PAYE. Completed HMRC Online Training in relation to activities for 2015-16.
- Have held three meet the clerk sessions since last meeting which no one has attended. This has allowed me to continue rationalising the Parish Council records.
- Completed VAT reclaim form.
- Compiled first draft of budget for 2016-17
- Attended Winter Weather and Gritting event.
- Attended World of Planning event
- Contacted SCDC Planners and Cllr Catchpole about planning application C08/1861, Part of Haw Wood Camp, Darsham Road, Hinton, Continued use of land for the siting of one mobile home in association with dog & rabbit breeding, as this is shown as pending. Awaiting response.

Ongoing Actions

- Village Gateways. Contacted SCC Highways asking for; North of Village; Gateways installed as replacement to current signs; South of Village; Gateways installed near the bus shelters if possible. See agenda item for update.
- Asked SCDC planners what the position is with the Stables at junction of Dunwich Road (B1125) and The Street (B1387). This is ongoing and the Planner is aware that there appears to be further development and he needs to chase. Also asked at World of Planning event.
- Contact SCDC Planning asking for copies of decision notices and any material changes to planning applications. Response from Cllr Catchpole; “As I understand the situation, the planning department does not currently notify decisions relying instead on its updated IT system and the publication of decisions in detail on the planning website. I have been involved in discussions with Lord Marlesford on the matter, but to date there seems to be no sign of change in the planning notification process.”
- Village Sign (Angel). Arranged to have Sign cleaned but was not done. Will chase.