



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of Parish Council Meeting Monday 12th November 2012

Present: Cllr D Tytler, Cllr J Blakesley, Cllr A DeThabrew, Cllr R Orr-Ewing, Cllr A Mackley, J Boggis (Clerk)

Open Forum (Four Parishioners present)

Report from SCDC Cllr M Gower.

Currently he had nothing to report from SCDC

Key activity in his ward had been the forming of a Parish Council for Walberswick following the resignation, en bloc, of all members of the Parish Council. He reported that Cllr D Tytler is one of those appointed and went on to explain the process involved. He further noted that Walberswick is a very active Village and he hoped that an election could take place in the near future.

Hedges in Angel Lane

Two parishioners raised the issue created by the narrowing the road on Angel Lane due to hedges not being cut back. The Clerk reported this had been raised with SCC (Ref No. 2645253) and that the target date was four weeks from 19th September.

Proposal – Clerk to chase SCC and to copy Cllr R Leighton in on any correspondence

Agreed

Parish Council Meeting

12/85. Agree the Agenda

Agreed

12/86. To receive Members' declarations of interest on any matters on the agenda

No declarations

12/87. To note and agree apologies for absence

Cllr C Waller – Away with work – Agreed

12/88. Co-Option of Parish Councillor

The Chairman reported that the vacancy for a Parish Councillor had been advertised and one person had responded. The Councillors had met the applicant prior to the meeting.

Proposal – Debbie Larke be Co-Opted on to the Parish Council

All Agreed

Cllr Debbie Larke was asked to join the Council meeting following her Co-option.

12/89. Appointment of Blythburgh Latitude Trust representative

Two Cllrs put themselves forward for this post; Cllr J Blakesley and Cllr A DeThabrew. A secret ballot was held and Cllr A DeThabrew was appointed

12/90. Minutes of Parish Council meeting held on Monday 10th September 2012

Proposal – Accept minutes for 10th September 2012 as presented

Agreed

Cllr A Mackley reported that the letter sent to the planning authority regarding their process and issues with archaeological surveys had not been satisfactorily answered.

12/91. To receive the Clerk's Report

Proposal – Accept Clerks Report as presented

Agreed

The Clerk raised the issue with Village Hall Parking following the information about the ESA and what parts of it were managed.

Proposal – Clerk to contact Environment Agency (EA) to seek approval to use land as a car park

Agreed

Proposal – Clerk to contact Blois estate about using land for parking if EA agreeable

Agreed

12/92. To receive the report from the planning advisory group

- To receive any planning decisions
None Received
- To consider any planning applications received by 12th November 2012 and determine the Councils attitude to them.
None received

12/93. To receive the report from the financial advisory group

The Chair of the finance advisory group, Cllr J Blakesley, reported that the advisory group had met to discuss the annual audit return and to prepare a draft budget for 2013-14.

- Annual Audit Return
 - Discuss and agree Issue Arising report; Risk Assessment; Fidelity Guarantee;
Cllr Blakesley reported that the group noted these issues had been discussed and addressed as part of the internal audit report. The Risk Statement had been agreed at the 14th May meeting and the Fidelity Guarantee had been increased to £50000 when the Parish Council insurance was renewed. The group recommend approval.
Proposal – Agree Issue Arising report and actions taken
Agreed
 - Approve and Accept following BDO review
Cllr Blakesley reported that no other changes had been recommended as a result of the audit and the group recommended that the Annual return be accepted and approved
Proposal – Approve and Accept Annual Audit Return
Agreed

Prior to discussing the Budget, Cllr Blakesley reported that at the finance advisory group meeting the RFO raised the issue of Village Hall spend. The RFO wanted a process in place to ensure spend on the Village Hall from the Parish Council budget was agreed by the Parish Council.

Proposal – Parish Council Village Hall representatives (Cllr A DeThabrew and Cllr A Mackley) to obtain Parish Council approval for Village Hall spend prior to spend taking place.

Agreed

Cllr Blakesley also raised the issue of the proposed work on the Village Hall; Floor replacement and Driveway repair. The group were concerned that both areas of work could not be funded in one year and that a priority would need to be set. After some discussion no decision was taken. This needs to be revisited after Village Hall meeting.

- Budget for 2013-14
 - Discuss and agree proposed budget for 2013-14

2013-14	Clerk PAYE	Subscriptions	Insurance & Audit	Maintenance	Cllr & Clerks Expenses	Training	Misc.	Donations	Outgoing
Budget - Proposed	1020	210	2100	3750	200	400	1500	150	9330
2012-13 Budget	1020	200	2000	2500	200	400	2000	150	8470
Change	0	10	100	1250	0	0	-500	0	860

Cllr Blakesley offered to run through the proposed budget which had been sent to all Cllrs with the agenda to the meeting. There following a discussion about why the group were proposing an increase in the precept. The group stated this was to cover the running costs of the Council while other Cllrs argued that this was purely to protect reserves.

Proposal – Accept budget proposal for 2013-14

Agreed

- Agree/propose precept for 2013-14
The RFO pointed out that until the Autumn Statement on 5th December NALC were recommending that councils do not approve the precept but are “minded to” set the precept. Based on this and following the conclusion on earlier discussion

Proposal – Parish Council “minded to” increase precept for 2013-14 by 7.5% (£463.50)

Agreed

Proposal – RFO to notify SCDC of precept change if within Government guidelines

Agreed

- Discuss and agree any payments required of the Council

- BDO Audit - £324.00

Agreed

- Playsafety Limited Playsite inspection - £75.60

Agreed

- Speedwatch Speedgun calibration - £214.80

Agreed

12/94. Feedback from Village working parties.

- Speedwatch – Binny Lewis

Date	Hours	Vehicles Speeding			Comment
		Number	Highest on A12	Highest on Dunwich road	
September 2012	11 hours	31	50mph	39mph	
October 2012					Speedgun Away for recalibration

- Blythburgh m@tters – Ro Williams
November 24 – ‘Flicks in the Sticks’ – The Best Exotic Marigold Hotel
December – Support the Christmas Tea
- Information Boards - Alan Mackley
Proposal – Clerk to ask for an update
Agreed
- Environmental Working Party – Cliff Waller
- Traffic Management Working Party – Alan Mackley
Feedback on meeting with SCC Highways representative B Clench
The meeting was held to discuss possible options for Blythburgh and seek to establish if the ideas being proposed were acceptable options. B Clench engaged in the discussion but stated that there is no money available to support these option. A Zebra crossing was discounted anywhere near the White Hart but a refuge had some favour. A chicane on Dunwich Road near the Water Tower was also considered viable. B Clench agreed to respond with some pricing by January 2013. B Clench also pointed out Blythburgh was low priority and A Mackley expressed the view that an argument based on environment and quality of life impacts needed to be developed.

The impact of Sizewell ‘C’ was not part of the discussion at the meeting. Currently Sizewell ‘C’ has no agreement to move forward but the initial consultation starts on 21st November and runs for 8 weeks. The 2nd stage of consultation is not due to until 2015. SPLG has hired B Harrison to work on their traffic proposals during the time period between the initial and 2nd stage consultations.

Blythburgh Parish Council are putting a questionnaire in the Blythburgh Focus to gather information from Parishioners regarding their views on traffic issues in Blythburgh.

- Church Working Party – Tom Lond-Caulk
- Blyth Valley First Responders Group
Volunteers required. Chair asked if the lack of volunteers was due to fear associated with the role. He suggested it may be worth looking at de-mystifying the role to draw volunteers forward.
Contact Ursula Mackley (478438) or John Blakesley (478538) if you are interested.
- Village Hall Committee
The Clerk raised the issue with concessionary rates on the Village Hall. The Chair responded that this would be discussed at the next Village Hall meeting. Cllr A DeThabrew and Cllr A Mackley to report back at next meeting.

12/95. To receive an update on the Playsite.

Annual Inspection Report highlighted a number of low risk issues and some medium level issues.

Proposal – Chair to ask for quotation to replace / repair surface under swings

Agreed

Proposal – Clerk to get company to carry out operational review of playsite

Agreed

12.96. SPLG

Feedback from meetings was covered as part of the Traffic management discussion.
SPLG has sent out a questionnaire regarding traffic and road infrastructure issues related to the proposed Sizewell C development.
Proposal – Send questionnaire to all councillors for discussion at next Parish Council meeting

Agreed

12/97. Correspondence

12/97.1 – Training Invitation. Wenhaston are carrying out a training event at 7pm on 29th Nov. SALC will be delivering the training for approx 2.5 hrs on The Council & the Community and The Planning System. The cost is £15 per attendee
Proposal – Clerk to book places for Cllrs J Blakesley and D Larke

Agreed

Proposal – Council to approve £30 fee for Training event at Wenhaston

Agreed

12/98. Meeting dates for 2013

Clerk reported that he has asked Cllr M Gower when he could attend Parish Council meetings and he responded any day but Mondays. The Council discussed the day meetings were held and agreed to review at the Annual meeting of the Parish Council. Dated until then are;
Monday 14th January 2013, Monday 11th March 2013, Monday 13th May 2013

12/99. To discuss any other matter the Chair will allow

Nothing discussed

Meeting closed at 9.10pm

Clerks Report - Parish Council Meeting 12th November 2012

Ask Blyth Valley Community Radio if the Parish Council could have a seat on the BVCR response group. Letter has been sent to the 'company secretary' but no response was received prior to this meeting.

Contact SCDC Planning department regarding the implementation of planning services protocols. This was overtaken by events with issues raised relating to White Cottage and the Chair sent the letter to SCDC Planning Department. I did however ask for information relating to Mill Farm but have not received a response.

Payments – Made the payments agreed; PAYE – Clerk - £201.00; HMRC - £51.00 and the Parish Council Insurance - £659.21

SPLG subscription for 2011 had not been paid. Payment to SPLG for 2011 made

Village Hall Car Park. Environment Agency have now supplied a map showing the area of the ESA, which includes land owned by the Parish Council, with the area that is under management boundary. This looks to give enough room for a car park for the Village Hall. Should I contact the Blois Estate and ask about using this land as a car park?

Footway Light at Highfield. Contacted the SCDC saying Blythburgh Parish Council will not be volunteering to take over maintenance costs for the Footway Light.

Traffic Management – Arranged a meeting with Bob Clench from SCC Highways. The outcome of this meeting will be covered as an agenda item

Playsite – The process of transferring the land goes on and is nearing conclusion. The documentation has been produced and I am arranging the appropriate signatures.

Noticeboard – Have not completed getting this pulled upright

Road Signage obscured though out the Village – Put in several requests for SCC to cut overgrown hedges back. Ref Nos A12 – 2786725, Church Road 2786738

Hedge Cutting in Angel Lane – Requested SCC carry out this operation Ref 2645253 and at last check this had still not been completed.

Verge Cutting - Requested SCC clear area around the seat Ref 2719330. This has been done and seat now available for use.

Finance – Have put in VAT reclaim form to cover up to October 2012