



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of Parish Council Meeting Tuesday 20th January 2015

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

Open Forum (County & District Cllr Gower)

The Clerk raised an issue on behalf of a parishioner regarding Wenhaston Lane, Blythburgh. If there is any rain Wenhaston Lane floods making it dangerous. Cllr Tytler and Cllr Blakesley agreed with this and Cllr Blakesley stating it is almost unpassable for cyclists.

Proposal – Clerk to report to SCC Highways

All Agreed

District and County Councillor report: Councillor Gower.

District: Cllr Gower asked that the Clerk complete the 'Enabling Communities Budget' request form as soon as possible if the Parish Council still wanted a grant towards the Village Gateways of £2200.00. Clerk agreed to complete form.

Cllr Gower then reported his involvement in the Northern Area planning meeting and the recent difficult decisions. He reported there were a number of biggish developments in this area which would lead to more difficult decisions to be made. He then reported his disappointment at the proposed removal of the requirement for affordable housing for developments of under 10 properties.

County: Cllr Gower reported the budget had been agreed with a reduction of about £38M.

Cllr Gower reported that he had received communication about the fencing along the A12. Cllr Gower had responded that he no longer saw the need, but time will tell what the outcome is.

Cllr Tytler raised the issue with the road works on the A12 on 13th January. There was no advance notice and the signage was poor. Cllr Gower suggested this is reported to SCC.

Proposal – Clerk to write to SCC stating inadequate signage, copy to Cllr Gower.

All Agreed

Parish Council Meeting

14/119. Agree the Agenda

Add; Sizewell C, formulate a letter to relevant parties on concerns raised in Blythburgh.

All Agreed

14/120. To receive Declarations of Interest / Dispensations on any matters on this Agenda

None received

14/121. To note, discuss and agree or otherwise apologies for absence

All Cllr present.

14/122. Approve Minutes of Parish Council meeting held on 18th November 2014

Proposal – Accept minutes for 18th November 2014 as presented

All Agreed

14/123. Approve Minutes of Special Parish Council meeting held on 1st December 2014

Proposal – Accept minutes for 1st December 2014 as presented

All Agreed

14/124. To receive the Clerk's Report

Proposal – Accept Clerks Report as presented (attached at end of minutes)

All Agreed

Proposal – Clerk to contact SCC Highways above VAS and Village Gateways.

All Agreed

14/125. To receive the report from the planning advisory group

Cllr Mackley raised an e-mail received from Lord Marlesford regarding planning notifications. Lord Marlesford had raised a question in the House of Lords asking “whether planning authorities are required to notify town or parish councils of planning application relating to their towns or parishes.” The answer was “Yes, if the council of any parish makes a request

Proposal – Clerk to Contact SCDC asking for copies of decision notices and any material changes to planning applications

All Agreed

Cllr Mackley raised the SCDC Issues and Options Consultation relating to Site Allocation and Area Specific Policies DPD; and Felixstowe Peninsula Area Action Plan DPD. Cllr Mackley explained this was the formal consultation following an earlier round of meetings where Parish Councils were invited to discuss the future of planning in Blythburgh with SCDC planning authorities. Cllr Mackley reported the meeting had proved very useful and the changes discussed had been included; Physical Limits Boundary as agreed; Housing needs with the inclusion of Blyth View and the Amberley development was set to zero. The exception was the proposal to give Priory Road added protection.

Proposal - Clerk to contact SCDC asking for greater protection for Priory Road area.

All Agreed

- To receive any planning decisions

Application No.	Location	Proposal	SCDC Decision
DC/14/1649/FUL	Land to north of Whitehouse Farm Barns, Bulcamp Drift	Subdivision of Whitehouse Barns and conversion to holiday use	APPROVED
DC/14/3525/FUL	High Lodge, Hinton, Blythburgh	Replacement of approved cabin design for use by site manager.	APPROVED Condition – Cabin for Site Manager use only

- To consider any planning applications received by 20th January 2015 and determine the Councils attitude to them.

Application No.	Date rec'd	Location	Proposal
DC/15/0001/LBC	10/1/2015	Haw Wood Farm, Darsham Road, Hinton	Replacement dormer windows and internal alterations

Cllr Mackley explained this request was needed as this was a listed building. He went on to explain the proposal in the application. The following discussion concluded with the Cllrs agreeing they had no objection to this application.

Proposal – Clerk to express Cllrs view to SCDC of No Objection to this application.

All Agreed

Application No.	Date rec'd	Location	Proposal
DC/14/3967/FUL	22/12/2014	White Cottage, The Street, Blythburgh	Extension to garage to form a 2 bedroom single storey residence
DC/14/3968/LBC	22/12/2014	White Cottage, The Street, Blythburgh	Extension to garage to form a 2 bedroom single storey residence

Cllr Mackley, on behalf of the planning advisory group, explained this was a revised application following refusal of an earlier application. He explained the key difference in this application was the argument used; the plot had been in different ownership to White Cottage. He went on to explain the issues raised against the earlier application, in general, still stood but that further arguments could be raised. The following discussion concluded with the Cllrs agreeing to object to this application.

Proposal – Clerk to express Cllrs view to SCDC of Objection to this application.

All Agreed

Application No.	Date rec'd	Location	Proposal
DC/15/0025/TPO	14/1/2015	The Old Custom House, Station Road, Blythburgh	Remove two limbs from Ash Tree overhanging property

Cllr Blakesley (Tree warden) reported he had looked at the tree, which showed signs of previous work, and its location and concluded that this was a sensible thing to do. The following discussion concluded with the Cllrs agreeing they had no objection to this application

Proposal – Clerk to express Cllrs view to SCDC of No Objection to this application.

All Agreed

14/126. To receive the report from the financial advisory group

Cllr Blakesley, on behalf of the finance advisory group, reported the following;

Income received since last meeting; (20/11/2014) VAT reclaim for £482.44 and (8/12/2014)

Bank Interest of £0.93.

Current Financial Position

20th Jan 2015	Clerk PAYE	Subscriptions	Insurance & Audits	Maintenance	Cllr Expenses	Training	Misc.	Donations (section 137)	Outgoing	Incoming
Budget - Current*	£1,467.36	£210.00	£1,927.00	£4,653.60	£875.00	£400.00	£500.00	£100.00	£10,132.96	
Budget - Initial				£2,760.00						
Spend to date	£1,406.22	£180.00	£823.59	£2,293.22	£446.55	£48.00	£670.33	£50.00	£5,917.91	£7,502.92
Remainder	£61.14	£30.00	£1,103.41	£2,360.38	£428.45	£352.00	-£170.33	£50.00	£4,215.05	

Note* - Budget updated to include spend on playsite safety matting

Bank Statements at 24 th December 2014	Community Account	£4985.81
Bank Statements at 24 th December 2014	Saver Account	£7594.76
	Total	£13580.57

Unpresented Cheques at 20 th January 2015	Total Value	£366.84
Invoices for payment at this meeting	Total Value	£114.99 (To be agreed)
VAS (MiniSID) plus optional extras	Total Value	£3642.00
	BALANCE	£9426.74

- Discuss and agree any payments required of the Council.

Heelis and Lodge – Internal Audit Invoice. £55.00

SALC – Clerks Networking Event £18.00

External Hard Drive (Backup) £41.99

Proposal – Payments required of the Council approved

All Agreed

14/127. Parish Plan. Feedback from working parties.

- Blythburgh m@tters – Ro Williams
Quiz & fish and chips supper 24th January commencing 7:15pm
- Environmental Working Party – Cliff Waller
Work on plant records continues.
- Traffic Management Working Party – Alan Mackley
 - Feedback on activities relating to Vehicle Activated Speed Sign
Covered in Clerks report. VAS order ready to be placed. Need to chase SCC highways.
- Church Working Party – Tom Lond-Caulk.
Associate Priest M Doney taking 9 month sabbatical.
- Village Hall Committee – No Report.

14/128. Update on Location of Defibrillator

Cllr Blakesley opened a debate about the requirements and ongoing costs associated with housing a defibrillator. This generated considerable debate with Cllr concluding a defibrillator was required and should be mounted on the Village Shop.

The Clerk reported he had contacted East of England Co-op about the ‘Every Minute/Second counts ‘ campaign and was expecting a follow up call later in the week.

14/129. Welcome pack for new residents – Update from Cllr Tytler

Cllr Tytler passed to the Cllrs the first copy of the welcome pack. The following discussion concluded that the pack look good, the initial print run should be for 20 copies, the pack should be offered to people who had lived in the village for less than 3 years, and Blyth View residents would be advised via the Blythburgh Focus that they would need to ask for a copy.

14/130. Correspondence.

The Cllrs discussed the following correspondence received by the Clerk;

- Halesworth Campus Board – Request to present an update on the quest to build a Sports and Leisure Centre in Halesworth on the old Middle School site.

Proposal – Clerk to advise Halesworth Campus Board not at this time

All Agreed

- Ipswich to Peterborough Passenger Rail Service consultation. For detail see

<https://www.gov.uk/government/consultations/east-anglia-rail-passenger-franchise>

Proposal – No response

All Agreed

- Suffolk Coastal Leisure Strategy. For detail see

<http://www.suffolkcoastal.gov.uk/yourfreetime/leisurestrategy/>

Proposal – No response

All Agreed

- Draft open space needs assessment and draft green infrastructure strategy consultation. For detail see

<http://consult.waveney.gov.uk/consult.ti/gistrategy2014/consultationHome>

Proposal – No response

All Agreed

- Sizewell Wider Public Information (EEPZ) – Consultation

Proposal – This is a good idea but no comment to make. No response

All Agreed

- SCDC Consultation - Car Parks Proposed 2015 Revisions. For details see

<http://www.suffolkcoastal.gov.uk/yourdistrict/carparks/>

Proposal – No response

All Agreed

- Parish polls: Consultation on the government’s intentions to modernise parish poll regulations. For details see

<https://www.gov.uk/government/consultations/parish-polls>

Proposal – Clerk to respond stating this was inappropriate for councils with small budgets

All Agreed

- Issues and Options Consultation - (1) Site Allocations & Area Specific Policies and (2) Felixstowe Area Action Plan. For details see

<http://www.suffolkcoastal.gov.uk/yourdistrict/planning/review/issuesandoptions/>

Cover under report from the planning advisory group 14/125

14/131. Meeting dates for 2015

Date	Meeting
17 th March 2015	Parish Council Meeting
19 th May 2015	Annual Parish Council Meeting
22 nd May 2015	Annual Parish Meeting
21 st July 2015	Parish Council Meeting
15 th September 2015	Parish Council Meeting
17 th November 2015	Parish Council Meeting
19 th January 2016	Parish Council Meeting

14/132. To discuss any other matter the Chair will allow

- Cllr Waller informed the meeting about a Science Café lecture on Energy Provision & Climate on Thursday 29th January - 7:00 pm at the Cut in Halesworth.

- Proposal – Cllr Mackley to draft a letter, re Sizewell C, on concerns raised in Blythburgh for discussion and agreement at next meeting.

All Agreed

- Cllr Blakesley raised concern over the overgrown hedge affecting the footpath between The Street and Priory Road.

Proposal - Cllr Tytler agreed to discuss with the hedge owner

All Agreed

- Training

Proposal – Clerk to attend briefing on changes to external audit, £25 + vat

All Agreed

Meeting closed at 8.25pm

Clerks Report to the Parish Council Meeting Tuesday 20th January 2015

Parish Council Meeting Tuesday 18th November 2014

- Update on Sizewell ‘C’. Add an agenda item to next Parish Council meeting to formulate a succinct letter to relevant parties on concerns raised in Blythburgh. I apologise, this was not on the agenda.
- Planning Application DC/14/2528/PN3. Send copy of comments sent to SCDC to Chair. I believe I initially sent to Cllr Tytler instead of Cllr Mackley. I have since sent to Cllr Mackley.
- Planning Application DC/14/3230/FUL. Contacted SCDC planners to express Parish Council view of no Objection to this application.
- Street naming. Contacted SCDC stating Blythburgh Parish Council chose Amberley Close.
- Made Payments agreed by the Parish Council; SALC – Budgeting Workshop, £30.00; PAYE – Q3, HMRC £73.20, Clerk £293.64, P Cook – Grass Cutting, 15 cuts £225; P Cook – Bus shelter cleaning. 1/7/14 to 17/11/14 £152; P Cook – Supply and install post for sign £15.
- VAS – Have obtained up to date quotation from Westcotec and have order ready to place. Will get cheque signed tonight and then send to Westcotec.
- VAS – Have completed and sent to Bob Clench the signed Memorandum of Understanding but have had no confirmation to date.
- Gateways to the Village. I have asked Bob Clench what I to put in progress for the installation of Gateways for Village. I have had no response to date. Will followup.
- Village Hall. I have not yet contacted the Village Hall Trustees asking to be informed of work being performed on the Village Hall, giving advance notice where possible.
- Clerk’s Information And Networking Event; Attended the event where the key topics discussed were the publicity code and FOI / Data Protection.

Special Parish Council Meeting Monday 1st December 2014

- Planning Application DC/14/3525/FUL; Contacted SCDC planners to express Parish Council view of no Objection, but with conditions, to this application.
- Planning Application DC/14/3584/VOC; Contacted SCDC planners to express Parish Council view of Objection to this application. I received subsequent comments from the planning officer but these did not change the view, when put to them, of the planning advisory group
- Sewage leakage. A letter was written to Anglian Water raising concern of the issue and asking what actions they planned to take. Response was sent to Councillors in Clerks Correspondence dated 1st to 8th December 2014.

Ongoing Actions

- Stables at junction of Dunwich Road (B1125) and The Street (B1387). No planning application has been received to date.
- Box for Defibrillator. I have contacted Gus Jones to ask for way forward. I am currently awaiting his response.
- Defibrillator. Applied to Cllr Gower for Locality Budget funds for cabinet. Cllr Gower has offered £500. This leaves £250 to find. This is currently on hold awaiting next steps from Gus Jones.
- Data Protection Registration. Not completed.
- Road signs in need of repair; Arrange for broken road sign (Cycle) on A12 to be replaced. Reference Number: 3430413 - Date of Order: 23/07/2014. Inspected location and works ordered to replace post and erect sign within next 3 months. This sign has now been replaced
- Confirm parking arrangements on A12 river bridge. Reference Number: 3430394 - Date of Order: 23/07/2014. We (SCC) will looking into measures to mitigate the effects of parking on the bridge. No further information received.