



## BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

### Minutes of Parish Council Meeting Tuesday 14<sup>th</sup> July 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 Gower + 1 Parishioners present)

**District Councillor Report;** No Report. Apologies received from Councillor Catchpole.

**County Councillor Report;** Councillor Gower.

- The Energy from waste plant at Great Blakenham was formally opened last week. This was a project that was delivered to time and cost and is generating power for 30 000 homes.
- Visited EDF new build Power station in France. Many learning points around employment, training and the general scale of events. Environment not similar to Sizewell so limited learning in this area. Meeting with EDF useful.

Question from Cllr Tytler; Following a report in the media will parishioners be charged for their brown bins in the future?

Answer from Cllr Gower; I cannot say what SCDC will do but SCC are looking to save money in this area.

**Holy Trinity Blythburgh PCC Report;** Traffic management at Events

J Allen, Church warden for Holy Trinity Blythburgh, produced a very detailed and informative report which was the basis for the discussion. Cllrs proposed there were two objectives to the traffic management; to ensure people could get out of their homes and that roads remained passable. The key discussion was over preventing parking vulnerable areas. The conclusion of the discussion was that J Allen would lead on this problem and the Parish Council would look into obtaining some No Parking bollards which J Allen would ask Aldeburgh Festival organisers to place appropriately.

Proposal – Clerk to contact SNT for advice on methods to prevent inappropriate parking

**All Agreed**

Proposal – Clerk to investigate obtaining No Parking bollards/cones.

**All Agreed**

**Police Report;** Jamie Newson, PCSO 3044, recorded crime for the parish in May & June 2015

Date	Crime	Number
May 2015	Criminal damage to vehicle	1
June 2015	Criminal damage-vehicle	1
June 2015	Malicious communications	1

The next Saxmundham & Framlingham Safer Neighbourhood Team tasking meeting will be held on Wednesday 8th July 2015 from 2pm at Framlingham police station. Please come along and have your say on local policing.

Cllr Tytler reported that the crime report presented at the Annual Parish Meeting had shocked a number of residents.

Proposal – Clerk to ask for more information i.e. number of events, about crimes reported

**All Agreed**

**Parish Plan.** Feedback from working parties.

- Blythburgh m@tters – No Report
- Environmental Working Party – No report

- Church Working Party – Clerk to request report from PCC secretary
- Village Hall Committee – No report

### Parish Council Meeting

- 15/39. Agree the Agenda  
Add - Condition of brick bus shelter  
**All Agreed**
- 15/40. To receive Declarations of Interest / Dispensation on any matters on the agenda  
None Declared
- 15/41. To note and agree apologies for absence  
All Councillors Present
- 15/42. Approve Minutes of Parish Council meeting held on 19<sup>th</sup> May 2015  
Proposal – Accept minutes for 19<sup>th</sup> May 2015 as presented  
**All Agreed**
- 15/43. Approve Minutes of Parish Council Special meeting held on 19<sup>th</sup> June 2015  
Proposal – Accept minutes for 19<sup>th</sup> June 2015 as presented  
**All Agreed**
- 15/44. Election of Co-opted Councillors  
Ongoing. No candidates proposed at the meeting
- 15/45. Appointment of Village Hall Trustee  
Postponed to next meeting
- 15/46. Cllr Actions following Election: Expenses Declarations; Register of Interests.  
Clerk reported two Cllrs had not completed their Expenses Declarations and that would all Cllr check their Register of Interests is up to date.
- 15/47. To receive the Clerk’s Report  
Proposal – Accept Clerks Report as presented  
**All Agreed**  
Proposal – Clerk to respond to SCC Highways regarding Mill Farm asking for reinstatement or as illegal action, prosecution.  
**All Agreed**  
Proposal – Clerk to contact SNT regarding illegal parking on the bridge  
**All Agreed**
- 15/48. To receive the report from the planning advisory group
- To receive any planning decisions  
None Received
  - To consider any planning applications received by 14<sup>th</sup> July 2015 and determine the Councils attitude to them.

Application No.	Date rec'd	Location	Proposal
DC15/2490/FUL	11/7/2015	Mill Way Cottage, Chapel Road, Blythburgh	Demolition of outbuilding and two storey extension. Build new 2 storey extension

The Council discussed this application at their special meeting on 19<sup>th</sup> June. The application received is as the information discussed and the Councillors agreed that they had no objection to this application but did however wish to commend the applicants for the approach taken and wished to support the planning authority for the requirements they were requesting.  
Proposal – Clerk to contact SCDC and express No Objection to this application but to add the comments listed.

**All Agreed**

Sizewell C town and parish follow on community engagement event. Cllr Mackley provided feedback on the event he and S Boggis attended. He reported that they had challenged the view given of the event at High Lodge presenting their own view of the key issues raised, suggested they need to consider the phases of Sizewell C beyond construction and above all they needed to be transparent in their activities. He also proposed that communities with a common interest need to work together, using the B1125 as an example.

Changes to Planning Process. Cllr Mackley reported on the changes within the planning system; one single committee; If Parish Council objects to an application then it no longer automatically goes to committee; District Councillor will have a greater role.

Non-designated heritage assets. Cllr Mackley reported on a consultation to look at heritage assets with significant merit to be considered in the planning process. The Councillors discussed and agreed this was a good idea and should be supported.

Proposal – Clerk to respond Cllrs support the consultation on non-designated heritage assets  
**All Agreed**

15/49. To receive the report from the financial advisory group

- Transparency Code update – Clerk  
 The Clerk reported the requirements for displaying financial data had not been completed.
- Current Financial Position;

Income received since last meeting;

- (27/5/2015) Welcome Pack Advertisement £20.00
- (6/6/2015) Bank Interest 92p

### Current Financial Position

14th July 2015	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	£789.47	£153.00	£91.91	£0.00	£333.73	£0.00	£178.94	£50.00	£1,597.05	£3,443.65
Remainder	£848.53	£66.00	£1,875.09	£1,585.00	£336.27	£400.00	£71.06	£50.00	£5,231.95	
Projects - Gateway ays (Year 1)	Parish Council 3000; SDCD 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	700									
Fund - VAS	358 Purchased VAS in 2014-15 (3642). Remainder to fund posts.									

Bank Statements at 26 <sup>th</sup> June 2015	Community Account	£6061.89
Bank Statements at 26 <sup>th</sup> June 2015	Saver Account	£6596.55
	<b>Total</b>	<b>£12658.44</b>

Unpresented Cheques at 27 <sup>th</sup> April 2015	Total Value	£932.00
Invoices for payment at this meeting	Total Value	£431.70 (To be agreed)
	<b>BALANCE</b>	<b>£11294.74</b>

Currently the Parish Council is still spending within the agreed budget.

- Update on changes to the Bank mandate  
 Currently awaiting information from Cllr Orr-Ewing.
- Discuss and agree any payments required of the Council.
  - SALC – Councillor Briefing £30.00

○ MPLC – Umbrella Licence                      £401.70  
Proposal – Payments required of the Council approved  
**All Agreed**

15/50. Vehicle Activated Speed Sign: Report from Cllr Orr-Ewing.  
Cllr Orr-Ewing reported the VAS battery failed after 18 days on the A12. During the period 1<sup>st</sup> to 18 June the following data was recorded;  
Vehicle movements in a Northerly direction 78500 of which;  
66000 travelling at 25 to 35 mph  
8000 travelling at 35 to 45 mph and notably  
1 vehicle travelling at 80 to 85 mph

Clerk reported there has been agreement reached regarding a location for the VAS on the North side of the Village subject to agreement to the Memorandum of Understanding with SCC and the hedge being maintained at its current width.

15/51. Village Gateways: Update from Clerk

The Clerk reported on the outcome of a meeting with Bob Clench from SCC Highways;

- Minimum clearance required for installation of Gateways is 2.5m
- Gateways in Dunwich Road; There is no logical location to install them. After discussion  
**All Agreed**
- Gateways to North of Village; Options presented were to replace existing signs with Gateways or to Install Gateways as close to the bridge as possible. After discussion  
Proposal – Clerk to request Gateways installed as replacement to current signs  
**All Agreed**
- Gateways to South of Village; Options presented were near to bus shelters or at Wenhaston Lane junction. Clerk pointed out more detailed work required by SCC Highways to see if the Gateways would fit near the bus shelters.  
Proposal – Clerk to request Gateways installed near the bus shelters if possible  
**All Agreed**

15/52. Celebrate Blythburgh: Update from Cllr Tytler.

Estimate of 150 Parishioners attending but event location much more spread out so lacked some intimacy. Those who attended appeared to have enjoyed themselves

15/53. Correspondence – Discussed under 15/48

15/54. To discuss any other matter the Chair will allow

Cllr Mackley reported that the brick bus shelter was in an awful state and appeared to be being used as a toilet.

Proposal – Clerk to contact P Cook to see if he is still cleaning the bus shelters

**All Agreed**

Proposal – Clerk to look into replacing brick bus shelter with modern Glass Shelter

**All Agreed**

Cllr Sutton asked if anyone was aware of what the marking on the pavement outside the old Customs House were for. No one was aware of what they were for.

Meeting closed at 8.58pm

---

**Clerks Report to the Parish Council Meeting**  
**Tuesday 14<sup>th</sup> July 2015**

**Annual Parish Council Meeting - Tuesday 19<sup>th</sup> May 2015**

- 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.
- Made Payments agreed by the Parish Council; Stanfords for Business, Map for Planning application £29.10; SCDC, Planning application Fee £87.72; Cartridge Discount, printer cartridges £20.40; Celebrate Blythburgh (Blythburgh White Hart) £250.
- Wenhaston Neighbourhood Planning first stage consultation. Forwarded the views of the Parish Council on transport and resources that effect Blythburgh residents.
- SALC Councillor briefing. Booked a place for Cllr J Sutton.

**Special Parish Council Meeting - Friday 19<sup>th</sup> June 2015**

- Planning Application DC/15/1797/FUL; Land Adjacent To Westlea, Dunwich Road, Blythburgh. Contacted SCDC planners to express Parish Council view of Objection to this application.
- Planning Application DC/15/1857/VOC; Amberley Dunwich Road Blythburgh. Contacted SCDC planners to express Parish Council view of No Objection to this application.
- Mill Farm, Dunwich Road; Works carried out on 13<sup>th</sup> April to changes the footway and widen entrance to the bridleway. Raised issue with SCC Highways asking for action. Response received was sent out in Clerks correspondence dated 17<sup>th</sup> to 25<sup>th</sup> June 2015.
- Made Payments agreed by the Parish Council; Heelis & Lodge – Internal Audit £66.00; PAYE Quarter 1 - HMRC - £82.00; Clerk - £328.55; Annual Parish Meeting expenses £63.33; Village Hall Non domestic Rates £62.12; SPLG Annual Subscription £30.00; Villager of the Year £50.00.
- Sizewell C town and parish follow on community engagement events. Booked a place for Cllr Mackley and S Boggis.

**General Activities**

- PAYE. Completed Q1 activities for 2015-16.
- Defibrillator. Contacted electrician about installing unit to Village Shop.
- Villager of the Year. Presented cheque to winners.
- Completed Annual Return and sent to the external auditors BDO.
- Have held one meet the clerk session since last meeting which no one has attended. This has allowed me to continue rationalising the Parish Council records.
- Arranged and held meeting with Bob Clench re Village Gateways

**Ongoing Actions**

- Gateways to the Village. Will be covered under agenda item.
- Contact SCDC Planning asking for copies of decision notices and any material changes to planning applications. Sent e-mail to general planning e-mail address but have since forwarded to head of planning, Philip Ridley. Awaiting response.
- 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. It is illegal to park on the bridge as it is in a Clearway and therefore a Police Matter.
- Village Sign (Angel). Arranged to have Sign cleaned but was not done. Will chase.