



## BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

### Minutes of Parish Council Meeting Tuesday 15<sup>th</sup> March 2016

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

**Open Forum** (No Parishioners present)

Village Hall additional Carpark. Cllr Tytler reported that N Haward had offered to level the village hall carpark and put a durable top surface down. The Parish Council discussed this offer but agreed nothing could be done as this area was not owned by the Parish Council and was ‘purely a good will gesture’ from Blois Farms Estate.

Proposal – Clerk to write to Blois Farms Estate asking for permission to resurface carpark area  
**All Agreed**

**Parish Council Meeting**

15/143. Agree the Agenda

Add; CPRE Annual Subscription - £39.00  
Clerk Expenses - £45.17

**All Agreed**

15/144. To receive Declarations of Interest / Dispensation on any matters on the agenda  
None Declared

15/145. To note and agree apologies for absence

Cllr J Waller – Sick – Agreed  
Cllr A DeThabrew – Not Agreed

15/146. Approve Minutes of Parish Council meeting held on 12<sup>th</sup> January 2016

Proposal – Accept minutes for 12<sup>th</sup> January 2016 as presented

**All Agreed**

15/147. Approve Minutes of Parish Council Special meeting held on 8<sup>th</sup> February 2016

Proposal – Accept minutes for 8<sup>th</sup> February 2016 as presented

**All Agreed**

15/148. Approve Minutes of Parish Council meeting held on 22<sup>nd</sup> February 2016

Proposal – Accept minutes for 22<sup>nd</sup> February 2016 as presented

**All Agreed**

15/149. Appointment of Village Hall Trustee

Postponed to next meeting

15/150. To receive the Clerk’s Report

Proposal – Accept Clerks Report as presented

**All Agreed**

Proposal – Clerk to confirm P Cook will continue cleaning bus shelter and grass cutting

**All Agreed**

Proposal – Clerk to respond to SCDC planners about status of stables near Water Tower

**All Agreed**

15/151. To receive the report from the planning advisory group

- To receive any planning decisions

Application No.	Location	Proposal	SCDC Decision
DC/15/5181/FUL	Farthings, London Road, Blythburgh	Retention of works to raise the ridge heights of existing roofs, insert of / modification to window openings.	GRANTED

Appeal Ref: APP/J3530/A/14/2225118; Pine Lodge, Hazels Lane, Hinton, Blythburgh, Suffolk, IP17 3RF; Decision date: 1st March 2016.  
Decision: The appeal is dismissed.

- To consider any planning applications received by 15th March 2016 and determine the Councils attitude to them.

Application No.	Date rec'd	Location	Proposal
DC/16/1032/TCA	15/3/2016	Chancel End Priory Road Blythburgh	T1 and T2 Macrocarpa conifers - to be felled following recent history of branch splitting and stem collapse.

Cllr Mackley reported that he had been notified of the above application but had not further details. The Parish Council discussed the trees in question and agreed they had no objection provided the detailed application raised no concerns.

Proposal – Clerk to contact SCDC and express No Objection to this application.

### All Agreed

15/152. To receive the report from the financial advisory group

- Current Financial Position

Income received since last meeting;

- Locality Budget Grant – SCC. £500.00 cheque banked 11th March 2016.
- Enabling Communities Grant – SCDC. £500.00 transferred into account.

15th March 2016	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	£1,610.57	£589.70	£883.03	£0.00	£422.77	£48.00	£186.86	£100.00	£4,390.93	£8,503.24
Remainder	£27.43	-£370.70	£1,083.97	£1,585.00	£247.23	£352.00	£63.14	£0.00	£2,438.07	
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	Closed		Purchased VAS in 2014-15 (3642) & posts in 2015-16 (450)							

Bank Statements at 26th February 2016 Community Account £7395.60  
Bank Statements at 26th February 2016 Saver Account £6598.19  
Total £13993.79

Unpresented Cheques at 26th February 2016 Total Value £0.00  
Cheque no cleared at 26th February 2016 Total Value £500.00  
Invoices for payment at this meeting Total Value £2863.15 (To be agreed)  
BALANCE £11630.64

Currently the Parish Council is still spending within the agreed budget with two exceptions;

- Spend under Subscriptions column has exceeded the budget. Reason explained above.
- Project to Modify brick bus shelter was brought forward from 2016/17 budget. This work was funded by a Locality budget grant of £500.00 from SCC (Cllr M Gower) and an Enabling Communities Grant from SCDC of £500.00 (Cllr R Catchpole).

The Parish Council wish to thank both Cllr Gower and Cllr Catchpole for their support.

Bank Accounts Changes

- Barclays are changing the Business saver account to a Business Premium Account, a simple flexible instant access savings account, on 6th June 2016. The impact of this will be discussed at the next Finance advisory group meeting.
- Discuss and agree any payments required of the Council  
CPRE Annual Subscription £39.00  
Village Hall Insurance £1155.04

Modification to Bus Shelter £1178.40  
 PAYE Q4 Clerk £328.55  
 HMRC £82.00  
 New Defibrillator Pads £34.99  
 Clerk expenses £45.17

Proposal – Payments required of the Council approved

**All Agreed**

15/153. Feedback on briefing by Festival Republic re Latitude Festival traffic: Cllr D Tytler  
 Cllr Tytler reported Festival Republic had presented a thorough plan on how they proposed to manage the traffic in 2016. For details of this plan see the Parish Council website  
<http://blythburgh.onesuffolk.net/parish-council/>

15/154. Vehicle Activated Speed Sign: Report from Cllr Orr-Ewing.

Location	Traffic Volume	Highest Speed	Vehicles below 35mph
Dunwich Road	~1500 per day	2 @ 60 – 65mph	91%
A12, North bound	~5000 per day	2 @ 70 – 75 mph	87%

Cllr Orr-Ewing reported he had some confusing readings with in a 6 hour period 3300 movements detected between 5 – 15mph.

Proposal – Cllr Orr-Ewing to contact Westcotec to see if birds will trigger the VAS

**All Agreed**

15/155. Village Gateways: Update from Clerk.

No update.

15/156. Community Emergency Planning: Update from Cllr Tytler

Postponed to next meeting

15/157. Bus Shelter: Update from Clerk

Clerk reported that following modification to bus shelter someone had defecated in the bus shelter.

Proposal – Clerk to arrange for bus shelter to be cleaned and pay invoice up to £50.00

**All Agreed**

15/158. Villager of the Year 2016

Reminder to people the scheme will be run again in 2016 managed by the Clerk

15/159. Correspondence – See Appendix A

- Consultation on Air Quality in Suffolk Coastal - Have your say.  
 Parish Council agreed they had no comment
  - The new and revised 2016 Good Councillor Guide.  
 For Councillor information
  - Legal Briefing: L05-15:  
 Advance notice that Standing Orders and Financial Regulations will need updating and will be presented at the next meeting.
  - Planning Aid England Support for Sizewell C Stage 2 Consultation.  
 Proposal – Clerk to contact PAE stating they are interest in the offer of support
- All Agreed**
- S137 Expenditure Limit for 2016-2017 is £7.42.  
 For Councillor information

15/160. Dates of meeting for 2016/17

Date	Meeting
17 <sup>th</sup> May 2016	Annual Parish Council Meeting
27 <sup>th</sup> May 2016	Annual Parish Meeting
19 <sup>th</sup> July 2016	Parish Council Meeting
20 <sup>th</sup> September 2016	Parish Council Meeting
15 <sup>th</sup> November 2016	Parish Council Meeting
17 <sup>th</sup> January 2017	Parish Council Meeting
21 <sup>st</sup> March 2017	Parish Council Meeting

15/161. To discuss any other matter the Chair will allow  
Cllr Waller asked if & when the village shop would open.  
Cllr Tytler responded 21<sup>st</sup> March 2016

Meeting closed at 8.05pm

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## Clerks Report to the Parish Council Meeting Tuesday 15<sup>th</sup> March 2016

### Parish Council Meeting - Tuesday 12th January 2016

- Planning applications.  
DC/15/5181/FUL; Farthings, London Road, Blythburgh; Retention of works to raise the ridge heights of existing roofs, insert of / modification to window openings. Contacted SCDC to express No Objection to this application.  
DC/15/4988/FUL; Plots 12 & 13 Blyth View, Bulcamp, Blythburgh; Subdivision of approved plots to create 2\*1 Bedroom and 2\*2 bedroom units. Contacted SCDC to express No Objection to this application.
- Compensation from Badger Building Ltd. An email was sent on 13th January 2016 to SCDC requesting compensation from Badger Building Ltd to help with traffic issues in Angel Lane. No response has been received, but application is still pending (DC/15/3254/VLA).
- Vehicle Activated Speed Sign. I have not forwarded the information to PCSO. Ongoing
- Section 106 fund. Contacted Wenhaston Parish Council giving agreement to access Blythburgh proportion of fund.

### General Activities

- PAYE. Been reading correspondence on the Pension regulations associated with Automatic Enrolment. Will discuss with Finance advisory group at their next meeting.
- Met with Builder to discuss work on bus shelter. Work now complete.
- Locality Budget. Responded to both SCC and SCDC giving details of when work would be completed on the bus shelter and confirming grants would be used to fund this work. Money has been received and banked from both SCC and SCDC.
- 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.
- Road Repairs on A12 in February. As nothing seems to have changed I have asked when this will happen. Awaiting response to report No 133107. I then spoke to the project manager who informed me that the full repair is going to happen after Easter and we should be being notified.
- Had a wonderful holiday in Chile

### 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). I was informed that an enforcement notice had been raised but I have not seen it on the system yet. I contacted the planners to day and no formal action has yet been taken.
- Village Sign (Angel). Arranged to have Sign cleaned but was not done. Will chase.
- 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 STILL shown as pending. Awaiting response.