



## BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

### Minutes of Parish Council Meeting Tuesday 24<sup>th</sup> January 2017

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

**Open Forum** (Cllr Gower, Cllr Catchpole; David Chenery SCC Highways, 4 Parishioners)

Traffic Issues in Blythburgh. David Chenery from SCC Highways was introduced by the Chair who also stated that the Parish Council had sent a list of questions to enable David Chenery to prepare for the meeting. David Chenery gave an overview of his function and his organisation highlighting lack of funding as a limitation that had to be considered during the discussions.

**Speeding on the A12.** David Chenery proposed Gateways as a step to help with this issue. He reported that this was possible on the North side of the Village, if the Parish Council had the funding, but not at the proposed location to the South of the Village.

Proposal – D Chenery to work with Clerk to progress Gateways to North of Village

**David Chenery Agreed.**

Proposal – Councillors to propose alternative locations for Gateways to South of Village

**All Agreed**

There were further discussions about speeding with the mention of; Armco type barriers near the bend at the White Hart Inn; installing a roundabout at the edge of the Village; Speed Camera. This discussion highlighted the Councils concern of traffic approach the bend too fast and the impacts when this happens. David Chenery expressed that he now understood the concerns / issue.

Proposal – Cllr Orr-Ewing to send data from VAS to David Chenery

**All Agreed**

Proposal – SCC Highways to carry out speed checks on A12

**David Chenery Agreed.**

**Amberley Close, Dropped curbs for pedestrians.** A Parishioner has raised concern that the position of the dropped curbs stones and the resulting camber of the footpath would take anyone in a wheel chair into the B1125 not Amberley close.

Proposal – Parishioner to meet with SCC Highways to highlight issue

**David Chenery Agreed**

**Dunwich Road, Angel Lane, The Street and Chapel Road.** The issue of the use of these roads as a 'rat run' through the Village was discussed. David Chenery highlighted many possible options that had been tried but none had proved effective. He agreed to review the Parish Council traffic document to see if there were any changes to legislation that may offer options.

Proposal – Clerk to send documents to David Chenery

**All Agreed**

**Pedestrian Crossing on A12.** The possibility of a pedestrian crossing or refuges was discussed. It was generally agreed this would be difficult to the North of the Village but that it may be possible close to the bus stops to help with school children who cross the road here.

Proposal – David Chenery to look into the possibility of a crossing / refuges near bus stop

**David Chenery Agreed.**

District Councillor Report; Cllr Catchpole.

Cllr Catchpole reported that Devolution would now not happen. However the team involved are now looking at the other possibilities.

Creation of a new District Council, East Suffolk District Council, was agreed at a joint Cabinet meeting of SCDC and WDC. This now needs to be approved by the Full Councils with the target of creating ESDC at the next District Councils elections. It will involve District Boundary reviews.

Cllr Catchpole reported he was still taking bids for funds in his Locality Budget.

County Councillor Report; Cllr Gower;

Cllr Gower reported he was please Devolution was no longer on the agenda.

Gower then discussed stage 2 consultation for Sizewell C. He stated the Parish Council should send their comments to their MP Dr T Coffey as the contract was between HM Government and EDF and the Local MPs should be ensuring the best for their constituencies.

The Clerk asked a question about the fault reporting systems, fault report reference numbers and the tracking of the fault reports on both SCC and SCDC websites. Neither Cllrs were aware of the answer but Cllr Catchpole said he would look into it.

Safer Neighbourhood Teams. A new Terms of reference has been issued for the SNT. The key changes is Police officers across the East will work together as an enforcement team across the area, jointly tackling problems; community concerns and high risk anti-social behaviour, rather than solely working in one location.

### **Parish Council Meeting**

16/122. Agree the Agenda

Additional Items      Funding for new battery for Defibrillator

**All Agreed**

16/123. To receive Declarations of Interest / Dispensation on any matters on the agenda

Cllr Tytler      Interest in Village Hall Driveway

Cllr Mackley      Pecuniary Interest in Planning Application DC/16/5267/FUL

Cllr Boggis      Pecuniary Interest in Planning Application DC/17/0079/FUL

16/124. To note and agree apologies for absence

All Councillors present

16/125. Approve Minutes of Parish Council meeting held on 15<sup>th</sup> November 2016

Proposal – Accept minutes for 15<sup>th</sup> November 2016 as presented

**All Agreed**

16/126. To receive the Clerk's Report

Proposal – Accept Clerks Report as presented

**All Agreed**

Clerk raised issue of meeting with T Webster re Methodist Chapel.

Proposal – Clerk to arrange meeting with T Webster

**All Agreed**

16/127. Sizewell C Stage 2 consultation response.

Cllr Mackley presented the draft response sent to Councillors prior to the meeting. The Councillors discussed the report.

Proposal – Add Summary and list of Mitigations to the report then send to EDF

**All Agreed**

Proposal – Chair proposed formal thank you be sent to Planning Aid England

## All Agreed

16/128. To receive the report from the planning advisory group

- To receive any planning decisions  
No planning decisions received.
- To consider any planning applications received by 24<sup>th</sup> January 2017 and determine the Councils attitude to them.

Application No.	Date rec'd	Location	Proposal
DC/16/5267/FUL	29/12/2016	Heronsway 4 Angel Lane Blythburgh IP19 9LU	Proposed two storey side extension and detached garage

Cllr Boggis referred the Councillors to the Planning Advisory Group briefing distributed before the meeting. She then gave an overview of the application.

Standing Orders Suspended;

The Applicant gave information about the application and responded to the points being raised.

Standing Orders Resumed;

The Councillors discussed the application and agreed via a show of hands to Object to this application.

Proposal – Clerk to contact SCDC stating Objection to this application.

**All Agreed (Cllr Mackley left meeting for this discussion and vote)**

Application No.	Date rec'd	Location	Proposal
DC/17/0079/FUL	13/1/2017	Marsh End Church Road Blythburgh Suffolk.	Conservatory to rear

Cllr Mackley referred the Councillors to the Planning Advisory Group briefing distributed before the meeting. He then gave an overview of the application. The Councillors discussed the application and agreed there was No Objection to this application.

Proposal – Clerk to contact SCDC stating No Objection to this application.

**All Agreed (Cllr Boggis left meeting for this discussion and vote)**

Application No.	Date rec'd	Location	Proposal
DC/16/3310/FUL	11/1/2017	Part Land East Of Stone Cottage Dunwich Road Blythburgh Suffolk	Change of use from agricultural to equestrian, in a fenced enclosed stable yard area, comprising timber erected stable blocks, all on skids; a haybarn, metal container (6.05m <sup>2</sup> x 2.42m <sup>2</sup> ) and a mobile caravan (for refreshments) [7.78m <sup>2</sup> x 2.99m <sup>2</sup> ].

Cllr Mackley referred the Councillors to the Planning Advisory Group briefing distributed before the meeting. He then gave an overview of the application. The Councillors discussed the application and agreed to Object to this application.

Proposal – Clerk to contact SCDC stating Objection to this application.

**All Agreed**

16/129. To receive the report from the financial advisory group

Current Financial Position;

24th Jan	Clerk PAYE	Subscriptions	Insurance & Audits	Maintenance	Cllr Expenses	Training	Misc.	Donations (section 137)	Outgoing (Totals)	Income To Date
Budget	£1,653.60	£639.00	£2,032.00	£1,350.00	£270.00	£400.00	£250.00	£150.00	£6,744.60	
Spend to date	£1,650.38	£631.67	£700.53	£95.20	£235.18	£30.00	£232.50	£120.00	£14,310.70	£20,002.03
Remainder	£3.22	£7.33	£1,331.47	£1,254.80	£34.82	£370.00	£17.50	£30.00	-£7,566.10	
Reserve Funds		Allocation								
General - Precept Reserve		3421.5								
Village Hall maintenance		1500	Spend = £7430.01 Replacement Kitchen; £86.90 Tiles; £266.33 Heater; Installation £2832.00 (Total = £10615.24) - Grant from v							
Village Hall Driveway		750								
Playsite Update		1500								
Election		700								
Village Gateways		3500								
Defibrillator maintenance		500								

Unpresented Cheques at 23 <sup>rd</sup> December 2016	Total Value	£454.64
Notified Income not yet cleared 23 <sup>rd</sup> December 2016	Total Value	£0.00
Invoices for payment at this meeting (To be agreed)	Total Value	<u>£1879.09 or £1791.22</u>

**BALANCE (dependant on long term undertaking) £15856.71 or £15944.58**

- Discuss and agree Report from Responsible Finance Officer  
Proposal – Accept Responsible Finance Officer Report as presented  
**All Agreed**
- Discuss and agree any payments required of the Council.

PAYE – Q3	HMRC	£90.80	(Retrospect approval)
	Clerk	£363.84	(Retrospect approval)
Chippentree – Village Hall Kitchen		£889.45	
Heelis & Lodge – Internal Audit		£76.00	
ICO – Renewal		£35.00	
Village Hall Insurance		£834.71	Agreed 3 Year Undertaking

Proposal – Payments listed above, required of the Council, approved

**All Agreed**

16/130. Village Hall Driveway and car park resurfacing.

The Clerk presented 3 quotations for this work.

The first discussion was over the possibility of recreating the issue of parking on the driveway and therefore blocking access to the houses that use the driveway. The agreement reached was to ask the chosen contractor to differentiate the driveway from the carpark.

There then followed a long debate about the quotations. The highest quotation was discounted but the remaining two caused considerable discussion as there were positives and negatives with both quotations. The final decision was influenced by the reported experiences Parishioners and the Clerk had had when using / dealing with the contractors.

Proposal – Offer contract to refurbish driveway and carpark to N Haward

**All Agreed**

16/131. Vehicle Activated Speed Sign: Report from Cllr Orr-Ewing.

Time Period	Location	Traffic Volume - Total	Traffic Volume per Day - Average	Highest Speed	Vehicles below 35mph
12/12/2106 to 6/1/2017	A12 South bound	120,098	4804	180 @ 60 – 65 mph	71% 85,028 vehicles
5/11/2016 to 3/12/2016	Dunwich Road, North bound	40331	1391	5 @ 55 – 60 mph	90% 36, 496 vehicles

16/132. Bus Shelter Cleaning; Update from the Clerk

Volunteer still required to clean bus shelters. Advertisement to be place in Blythburgh Focus.

16/133. Village Gateways: Update from Clerk.

See Open Forum above for details

16/134. Community Emergency Planning: Update from Cllr Tytler

No Update

16/135. Riverbank West of A12. Are there plans to repair?

Cllr Boggis raised concerns about conditions of riverbanks

Proposal – Clerk to contact Environment Agency to ask if any work planned

**All Agreed**

16/136. Meeting dates for 2017

Date	Meeting
21 <sup>st</sup> March 2017	Parish Council Meeting
16 <sup>th</sup> May 2017	Annual Parish Council Meeting
19 <sup>th</sup> May 2017	Annual Parish Meeting
18 <sup>th</sup> July 2017	Parish Council Meeting
19 <sup>th</sup> September 2017	Parish Council Meeting
21 <sup>st</sup> November 2017	Parish Council Meeting
16 <sup>th</sup> January 2018	Parish Council Meeting
20 <sup>th</sup> March 2018	Parish Council Meeting

Proposal – Agreed dates for 2017 as presented

**All Agreed**

A discussion followed about Villager of The Year 2017

Proposal – Nomination form to be inserted into the Blythburgh Focus

**All Agreed**

16/137. Correspondence.

- Wenhaston Parish Council.  
Proposal – Clerk to contact WPC stating support for review of speed limits  
**All Agreed**
- SCC; Suffolk Minerals & Waste Local Plan - Issues & Options Consultation.  
Proposal – Cllr Sutton to check for impacts on Blythburgh  
**All Agreed**
- SCDC; Beach Hut Consultation.  
No response required.
- Pageantmaster. A Nation's Tribute & WWI Beacons Of Light 11th November 2018.  
Councillors could not agree a suitable site for a Beacon. No action required.
- Natural England. Location of Fido Bin.  
Proposal – Clerk to formally apologise to NE for not consulting them over Fido Bin  
**All Agreed**

16/138. To discuss any other matter the Chair will allow

- Defibrillator needs new battery and pads  
Proposal – Use allocated funds to pay for battery and pads  
**All Agreed**
- Removal of payphone  
It was reported a group and charity have been formed to maintain the telephone kiosk

Meeting closed at 9.58pm

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These minutes are confirmed as an accurate record of proceedings of the meeting held Tuesday 24<sup>th</sup> January 2017

Signed (Chair) \_\_\_\_\_ Dated \_\_\_\_\_

## Clerks Report to the Parish Council Meeting 24th January 2017

### Parish Council Meeting - Tuesday 15th November 2016

- Invited David Chenery, SCC Highways, to the Parish Council meeting which he agreed to attend.
- Planning applications;
- DC/16/4071/FUL; Whitehouse Farm Barns, Bulcamp Drift, Blythburgh. Contacted SCDC stating No Objection to this application
- DC/16/3542/FUL – Hawthorn Farm. Additional information added to this application. Contacted SCDC planners re stating objection to DC/3542/LBC&FUL
- Payments; Made payments as agreed: RoSPA Annual Inspection £79.80; Website Hosting – CAS £60.00; SPLG Annual Subscription £30.00; Donation – Electricity Cost for Defibrillator £50.00
- Notified SCDC of no increase to precept. Precept remaining at £6834.
- Contacted Suffolk Norse to accept quotation for maintenance of playsite in 2017. Dates for work to be carried out agreed.
- Continue to clean Bus Shelter as no volunteer has come forward.
- Failed to agree date with Councillors for C Huggins to photograph.
- Notified SCDC that Blythburgh Parish Council did not wish to keep or adopt the telephone box. I also passed on the contact details of a parishioner who was keen to keep the Telephone box.
- Wenhaston Neighbourhood Plan Consultation. Contacted Wenhaston stating noted with interest but no comment.

### General Activities

- PAYE – Q3 activities.
- Arranged for 2 quotations for the Village Hall driveway and carpark.
- Met with and discussed situation of Telephone box with Parishioners.
- Arranged and attended meeting with Planning Aid England to discuss Sizewell C Stage 2 consultation.
- E-mail out information relating to recent flood warning
- Spoke to Dr T Coffeys office about flood warnings.
- Attended an affordable housing conference titled – “Rural Housing – How is it Delivered?”. The event was aimed at explaining the process of achieving new affordable housing for local people. I am not sure it achieved its aim but was interesting.
- Arranged to have copy of latest Register of Electors.
- Completed and sent to SCDC the CIL Report.

### Ongoing Actions

- Arrange a meeting between the Owner of the Old Methodist Chapel and the Parish Council. Ongoing.
- Recycle area. Asked for area around bottle bank to be cleared. Reference number is: AF129573. I have not checked area recently but had not been cleared up when last checked. Need to chase.
- Speeding through the Village. Asked if ‘Caution Pedestrians Crossing’ signs could be installed. No response to date. Forwarded request to Cllr Gower and David Chenery.
- Community Emergency Planning. Clerk to look into costs of a generator for the Village Hall. This is ongoing.
- Investigate obtaining funds to cover website trailing from 2016/17 Transparency Fund. Ongoing
- 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).
- 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.
- Village Sign (Angel). Arranged to have Sign cleaned but was not done. Will chase.
- Contact Suffolk Highways about the installation of Armco type crash barriers on corner near White Hart on A12. No response.