



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of Parish Council Meeting Monday 11th March 2013

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 (One Parishioner present)

Report from PCSO Jamie Newson. February report.

- 1 recorded crime which is a burglary, other building, where a mini motorbike and a pressure washer along with power tools were taken.
- The next safer neighbourhood team public meeting will be held on Wednesday 10th April at Saxmundham Market Hall from 2pm.
- Heating Oil Theft. The time of year has arrived when the temperature really drops and already we have experienced a number of heating oil thefts around the county from domestic tanks. Please take a few simple steps which can help make your tank and fuel more difficult for thieves to target.

Parish Council Meeting

12/116. Agree the Agenda

Agreed

12/117. To receive Members' declarations of interest on any matters on the agenda

Cllr Tytler – Non pecuniary interest with the loan of the marquee

Agreed

12/118. To note and agree apologies for absence

All councillors present

12/119. Minutes of Parish Council meeting held on Monday 14th January 2013

Proposal – Accept minutes for 14th January 2013 as presented

Agreed

12/120. To receive the Clerk's Report

Proposal – Accept Clerks Report as presented

Agreed

12/121. To discuss and agree way forward with FOI Publication scheme.

The Clerk presented the updated Freedom of Information publication scheme. The main changes were format changes and the addition of the costs.

Proposal – Agree, adopt and publish on website FOI publication scheme Issue 2

Agreed

12/122. To receive the report from the planning advisory group

- To receive any planning decisions
None received
- To consider any planning applications received by 11th March 2013 and determine the Councils attitude to them.
None received.
- To receive report on Core Planning Document Consultation
This document is in its final stages of approval and will be used as the basis of planning policy by SCDC until 2027. The document has a context of sustainable development and a presumption that conservation areas, AONB and Site of special scientific interest will retain their role in planning policy. The councillors discussed the policy and agreed there was no direct impact on Blythburgh and that no response was required.

12/123. To receive the report from the financial advisory group

10th March 2013	Clerk PAYE	Subscriptions	Insurance	Maintenance	Cllr Expenses	Training	Misc.	Donations (section 137)	Outgoing
Budget - Current	£1,020.00	£200.00	£2,000.00	£2,500.00	£200.00	£400.00	£2,000.00	£150.00	£8,470.00
Budget - Planned	£660.00						£1,750.00		
Spend to date	£927.00	£174.00	£659.21	£2,735.30	£160.30	£114.00	£1,530.46	£50.00	£6,350.27
Remainder	£93.00	£26.00	£1,340.79	-£235.30	£39.70	£286.00	£469.54	£100.00	£2,119.73

Clerks PAYE - Increase agreed 14th May 2012 backdated to 1st April 2012 (12/18)

Miscellaneous - Increase agreed 14th June 2012 for Celebrate Blythburgh (12/38)

Bank Statements at 25 th January 2013	Community Account	£3013.96
Bank Statements at 27 th December 2012	Saver Account	£7262.39
	Total	£10276.35
Unpresented Cheques at 11 th March 2013	Total Value	£0
Invoices for payment at this meeting (See below)	Total Value	£998.66
	BALANCE	£9277.69

The Chair raised the question of a contract of employment for the Clerk and asked Cllr Blakesley and Orr-Ewing to produce a contract based on the model contract available from SALC

Proposal – Clerk to send model contract to Cllrs Blakesley and Orr-Ewing

Agreed

- Discuss and agree any payments required of the Council
 - Village Hall Insurance - £932.56
Agreed
 - CPRE Annual Subscription - £29.00
Agreed
 - Community Action Suffolk (Suffolk ACRE) Annual Subscription - £30.00
Agreed
 - Clerks expenses 9th July 2012 to 11th March 2013 - £7.10
Agreed
 - PAYE due in April. HMRC £51, Clerk £204
Agreed

12/124. Feedback from Village working parties.

- Speedwatch – Binny Lewis

Date	Hours	Vehicles Speeding			
		Number	Highest on A12	Highest on Dunwich road	Comments
January 2013	5 hours		47mph		2 sessions cancelled due to weather
February 2013	14 hours	3		38mph	2 sessions cancelled due to weather and one cut short by snow

- Blythburgh m@tters – Ro Williams
Next Event – Film Night, 30th March 2013, £8.00 a ticket including pre film Fish & Chips. Film is the latest James Bond; Sky Fall.
- Information Boards - Alan Mackley
Update on final design. Following meeting to discuss rejection of board design information sent to Ugly Studio on 10th February, before their cut-off date of 11th February
Proposal – Clerk to ask for an update on the design
Agreed
- Environmental Working Party – Cliff Waller
River wall has now been increased by a matter of a couple of inches. There is talk of the sluice gate being put in place later this calendar year. Although there has been talk of consultation no documentation has been received.
Proposal – Cllr Waller to put together a response to the proposed sluice ahead of consultation

Agreed

- Traffic Management Working Party – Alan Mackley
Cllr Mackley explained that the recent exercise with the Sizewell C stage 1 consultation and information gathered in relation to this would enable the proposal document that he had written to be updated and presented to the Parish Council for review as the basis for their traffic strategy. Cllr Mackley emphasised that this strategy was required independent of Sizewell C.
Proposal -Clerk to contact SCC highway contact for report promised in January.

Agreed

- Church Working Party – Tom Lond-Caulk
- Blyth Valley First Responders Group
J Blakesley has resigned as a first responder. Volunteers desperately required. In this situation the first responders that attend will be from outside of the village causing an extra delay.
Proposal – Clerk to follow up on Co-op defibrillator scheme

Agreed

- Village Hall Committee
The Village hall Committee are pursuing quotations for the repair of the village hall floor. Two quotations have been received and a third is due to arrive.

12/125. To receive an update on the Playsite.

The Clerk presented four quotations which the councillors discussed. The indicative quotation chosen was not the cheapest but was chosen because of the type of safety matting proposed.
Proposal – Clerk to get fixed price quotation and if less than £1500 to give go ahead.

Agreed

12.126. SPLG

Cllr Mackley gave feedback on the SPLG AGM. At this meeting Tom McGarry of EDF gave a presentation on Sizewell C, Andy Osman on the Sizewell emergency plan which is out for consultation, and Bil Harrison on the work he has been doing in relation to traffic.
Cllr Mackley mentioned that the SCDC advisors, Boyer Planning, who attended the Blythburgh meeting to discuss the Sizewell Stage 1 Consultation document, had been very useful in drafting a very good document which was used as the basis of the Parish Council response to the Sizewell C stage 1 consultation.

12/127. Date for Annual Parish Meeting 2013

Date Agreed – Friday 17th May 2013

12/128. Villager of the Year 2013

Nominations to be sent to the Clerk by the 30th April 2013. In the case of a tie the Clerk will form a group to make the decision on the Villager of the Year for 2013.

12/129. Rubbish Bin on Bus Shelter

Clerk asked if the small bin could be removed to encourage people to use the larger enclosed rubbish bin. The councillors agreed.

Proposal – Clerk to remove waste bin on site of brick bus shelter

Agreed

12/130. Correspondence

12/130.1- Suffolk Police sergeant appointment – Sizewell C

Proposal – Clerk to invite Sergeant 424 Nigel Thompson to a Parish Council meeting

Agreed

12/130.2 – District Council boundary review

Clerk attended a briefing and reported back that SCDC are looking at the current ward boundaries and that there is a consultation starting in April 2013. Information will be distributed upon receipt.

12/130.3 – Comment on Planning application C12/2520

The comments made by P Meredith were shared with the Parish Council. The council discussed and noted the comments made.

12/130.4 – Clerks weekly correspondence.

Clerk asked if the councillors found this useful. The response was positive.

12/131. To discuss any other matter the Chair will allow

The Chair asked the Councillors if they were happy for him to loan the Marquee to the RNLI for their summer fete on 4th August. Questions were asked about insurance and what happens if there is damage to the marquee. The Chair agreed to confirm these items would be covered by RNLI insurance. Erection and dismantling would also be covered by RNLI insurance

Cllr DeThabrew has agreed with Adam Burrows to pull the Notice Boards upright on Wednesday 13th March.

Meeting closed at 9.10pm

Clerks Report - Parish Council Meeting 11th March 2013

Planning Application C12 0849. Mill Farmhouse. Sent an e-mail to Jenny Mills, Assistant Planning and Enforcement Officer, SCDC in relation to the 'Delegated decision report' asking why this was not sent to the Parish Council earlier. No response to date.

FOI Publication scheme. Checked with SALC and the answer to the questions raised are;

- Peoples time is charged at £25 per hours
- Any request for information that includes the name and full contact details of the member of the public who has requested it and contains details of the information required, is deemed to be a valid request under the Act

Using this information I have updated the FOI publication document and e-mailed it to all Councillors for review prior to this meeting. This will be covered under the agenda item.

Made the following payments agree by the Council

- o Speedwatch expenses (Aug to Nov 2012) - £23.29
- o Speedwatch expenses (Dec 2012) - £54.93
- o SALC Training – Cllr Blakesley - £54.00
- o Mantins Solicitors - £284.15
- o Paul Cook – Grass Cutting at Playsite – (9th April – 15th Oct) 15 cuts @ £15 = £225
- o Paul Cook – Bus shelter cleaning – (30th Aug - 31st Dec) 20 weeks @ £8 = £160
- o PAYE – HMRC £51.00; Clerk £204.00

Information Boards. Arranged a meeting with all interested parties to discuss was forward with the information boards. Current position will be covered in the agenda item.

Village Hall Parking. Sent letter to Chair of Village Hall committee, copied to properties with right of way along Village Hall driveway, explaining where Village Hall users are permitted to park.

Playsite. I have obtained further quotations for replacing the matting around the swings and have put in an application to Cllr R Leighton for a grant from the locality budget. An application for additional funding has been made to the Latitude Trust and agreement for up to £600 received. This will be covered in the agenda item.

SPLG Questionnaire. Completed the SPLG questionnaire based on what was agreed at the meeting and forwarded on to SPLG representative. Received acknowledgement of receipt.

Sizewell C consultation document. Arranged a public meeting with Tom McGarry from EDF to present the document. I also invited the SCDC advisors for 1st stage consultation. When Tom McGarry and his team left a proposal document was discussed with the advisors. They drafted the document and following a review this was forwarded to Sizewell C. I received acknowledgement of receipt.

SALC Councillor training course. Booked a place for Cllr Gifkins

Village Hall Car Parking. Contacted the Environment Agency (EA) to seek approval to use land as a car park. They responded that if the land (ESA covered) was not under a management agreement then it was the landowners decision. I therefore sent a letter to Sir C Blois asking him to reconsider allowing the use of his land as a car park for the Village Hall. I have had a response asking to see the information from the EA. I have not yet sent the information.

Noticeboard – Have not completed getting this pulled upright