



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of Parish Council Meeting Tuesday 21st March 2017

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

Open Forum (Cllr Gower, 1 Parishioner)

District Councillor Report; Cllr Catchpole.

- No report. Cllr Catchpole sent his apologies

County Councillor Report; Cllr Gower;

- Cllr Gower reported he would give a summary of SCC's year at the Annual Parish Meeting.
- Cllr Gower reported he was surprised by the speed at which Suffolk Highways had moved to propose an extension to the 40mph speed limit around Hazel Lane.
- Cllr Gower reported he was attending a meeting related to the Pension Fund for SCC. He reported the fund has increased by £800 million to 2.7 billion in the year but the fund was still only 92% funded.

Formal Thank you to Cllr Gower

The Chair asked Cllr Gower if he was stepping down at the elections in May to which he responded yes. Cllr Tytler then stated he would like to formally Thank Cllr Gower for all his support during his time as District and County Councillor for Blythburgh. The full council supported this and echoed their thanks to Cllr Gower.

Open Noticeboard.

A Parishioner raised the possibility of having an 'open' notice board in the wooden bus shelter near Highfield. The Parishioner agreed to monitor the board to ensure it was kept up to date. There followed a long discussion concluding with the council agreed this would be a good idea and proposing Cllr Orr-Ewing to assist with the purchase and installation. It was agreed to cover the question of funding in the following Parish Council meeting.

Footpaths.

A parishioner reported that they had contacted SCC about the condition of the footpaths between The Street and Priory Road and Church Road and the Bus stop. In both case these were overgrown making it impossible to get wheelchair access. The Parishioner agreed to keep the Clerk updated with progress.

Amberley Close, Dropped curbs for pedestrians.

A Parishioner reported that following the last council meeting Suffolk Highways had met with Badger Homes and agreed the way forward. The work was to be carried out by Badger Homes. As of today nothing had happened and the Parishioner has chased Suffolk Highways. The Parishioner agreed to keep the Clerk updated with progress.

Cllr Boggis thanked the Parishioner for being proactive in making suggestions and in raising issues directly with the authorities.

Parish Council Meeting

16/139. Agree the Agenda

Additional Items; Funding for Open Noticeboard
 Community Action Suffolk membership

16/140. To receive Declarations of Interest / Dispensation on any matters on the agenda

None declared

16/141. To note and agree apologies for absence

All Councillors present

16/142. Approve Minutes of Parish Council meeting held on 24th January 2017

Proposal – Accept minutes for 24th January 2017 as presented

All Agreed

16/143. Feedback from meeting with Mr T Webster.

The Clerk gave an overview of the meeting highlighting the outcome “..there was a loose understanding reached that the councillors wanted the façade of the Chapel to remain but understood that the building would need to extend out beyond the current building line at the rear of the Chapel..”

16/144. To receive the Clerk’s Report

Proposal – Accept Clerks Report as presented

All Agreed

Proposal – Clerk to contact land owner to ask about any planned repairs to riverbank

All Agreed

16/145. To receive the report from the planning advisory group

- To receive any planning decisions

Application No.	Location	Proposal	SCDC Decision
DC/16/5267/FUL	Heronsway 4 Angel Lane Blythburgh IP19 9LU	Proposed two storey side extension.	PERMITTED
DC/16/3310/FUL	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 and a mobile caravan (for refreshments).	PERMITTED
DC/17/0079/FUL	Marsh End Church Road Blythburgh Suffolk.	Conservatory to rear	PERMITTED

- To consider any planning applications received by 21st March 2017 and determine the Councils attitude to them.

Application No.	Date rec’d	Location	Proposal
DC/17/0770/LBC	28/2/2017	The Priory Priory Road Blythburgh Suffolk	Replacement of deteriorated front bay window

Cllr Mackley, on behalf of the Planning Advisory Group, 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

Application No.	Date rec’d	Location	Proposal
DC/17/0769/VOC	16/3/2017	The Priory Priory Road Blythburgh Suffolk	Provision of new picket fence and pedestrian gate.

Cllr Mackley, on behalf of the Planning Advisory Group, 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

Application No.	Date rec’d	Location	Proposal
DC/17/0741/FUL	28/2/2017	High Poplars Bowmans Lane Hinton Blythburgh	Internal alterations, rebuilding of garage, conversion of outbuilding
DC/17/0742/LBC	28/2/2017	High Poplars Bowmans Lane Hinton Blythburgh	Listed Building Consent - Internal alterations, rebuilding of garage, conversion of outbuilding

Cllr Mackley, on behalf of the Planning Advisory Group, gave an overview of the two applications together as they were linked. The Councillors discussed the application noting that there was no environmental survey. However the councillors agreed there was No Objection to this application.

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

All Agreed

16/146. To receive the report from the financial advisory group

• **Current Financial Position**

21st March	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	£666.67	£1,611.24	£95.20	£235.18	£30.00	£232.50	£120.00	£16,145.86	£20,002.03
Remainder	£3.22	-£27.67	£420.76	£1,254.80	£34.82	£370.00	£17.50	£30.00	-£9,401.26	
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 28th February 2017

Total Value £76.00

Notified Income not yet cleared 28th February 2017

Total Value £0.00

Invoices for payment at this meeting (To be agreed)

Total Value £707.99

BALANCE £15,192.65

• 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 – Q4 HMRC

£100.00

Clerk

£399.65

Clerks Expenses (21st Sept 2016 to 21st March 2017)

£34.78

Routine Play Equipment Inspector Course

£65.00 + vat

CPRE – Subscription Renewal

£40.00

Village Hall Non Domestic Rates

£68.56

Community Action Suffolk donation in lieu of subscription fee

£20.00

Open noticeboard for bus shelter at Highfield

£150.00 limit

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

All Agreed

16/147. Village Hall Driveway and car park resurfacing. Update.

The Clerk reported he had not heard if N Haward was accepting the contract from the Parish Council. Cllr Tytler stated N Haward has said he would do the work when area has dried off but there were issues with the demarcation of the driveway and carpark. This provoked a debate about the work to be carried out.

Proposal – Clerk to contact N Haward to get confirmation he will carry out the work

All Agreed

16/148. 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
5/2/2017 to 5/3/2017	Dunwich Road, North bound	35,337	1218	4 @ 55 – 60 mph	91% 32,017 vehicles
6/1/2017 to 5/2/2017	A12, North bound	106,073	3422	1 @ 75-80 mph	86% 91,184 vehicles

There was then a discussion about the focus of the report, should this be on those who adhere to the speed limit or those that flout it?

Proposal – Clerk to ask Suffolk Highways if the surface on the White Hart corner was having an impact on the incidents at this corner

All Agreed

Proposal – Clerk to find costs for VAS with no display

All Agreed

Proposal – Clerk to forward Police Report Numbers to D Chenery (Once received)

All Agreed

16/149. Bus Shelter Cleaning; Update from the Clerk

Clerk reported M Gundry had volunteered to clean the bus shelters on the A12 in Blythburgh and P Meredith had volunteered to clean the bus shelter at Highfield.

Proposal – Clerk to send letter thanking those cleaning the bus shelters

All Agreed

16/150. Village Gateways: Update from Clerk.

The Clerk presented the proposal received from Suffolk Highways for the North end of the Village. After some discussion the councillors agreed to the proposal.

Proposal – Clerk to contact Suffolk highways giving the go ahead

All Agreed

Proposal – Clerk to ask Suffolk highways for alternatives at the south end of the Village.

All Agreed

16/151. Community Emergency Planning: Update from Cllr Tytler

No update. Awaiting response from SCC team. Clerk to chase.

16/152. Feedback on Training course attended by Clerk – Play site Inspection

The Clerk reported on the play site regular inspection course he had attended. He explained about the type of inspections, Routine visual, Operational and Annual Main and highlighted that currently only the Annual main was being performed. It was agreed; Cllrs Tytler, Boggis and Orr-Ewing and the Clerk would carry out the regular inspections; An Operation inspection was required six months after the Annual Main inspection.

Proposal - Clerk to draw up a rota for Routine inspection

All Agreed

Proposal – Clerk to arrange an Operational inspection in March each year

All Agreed

16/153. Correspondence

None not covered elsewhere in meeting.

16/154. To discuss any other matter the Chair will allow

- Cllr C Waller raised the issue of the Blyth Estuary Group. He suggested a donation be made to support their work. The Cllrs discussed this and agreed they were happy to make a donation but the BEG need to ask and explain how it would be used.
- With Cllr Gower stepping down the Cllrs thought a formal letter should be sent thanking him for his support

Proposal – Clerk to send a letter to Cllr Gower

All Agreed

Meeting closed at 8.48pm

These minutes are confirmed as an accurate record of proceedings of the meeting held Tuesday 21st March 2017

Signed (Chair) _____ Dated _____

Clerks Report to the Parish Council Meeting 21st March 2017

Parish Council Meeting - Tuesday 24th January 2017

- David Chenery, SCC Highways. Sent Parish Council traffic documentation to David Chenery as requested. No feedback to date.
- T Webster. Arranged meeting between Councillors and Mr T Webster. See agenda item.
- Sizewell C stage II consultation. Forwarded Parish Council response to EDF, local Parish Councils and other relevant groups.
- Planning Aid England. Sent formal Thank You to those who presented the workshop.
- Planning applications;
DC/16/5267/FUL - Heronsway 4 Angel Lane Blythburgh. Contacted SCDC stating Objection to this application
DC/17/0079/FUL - Marsh End Church Road Blythburgh. Contacted SCDC stating No Objection to this application. SCDC planner contacted me stating he need Parish Council response from someone other than me as I was applicant for this application. Cllr Mackley responded.
DC/16/3310/FUL - Part Land East Of Stone Cottage Dunwich Road Blythburgh. Contacted SCDC stating Objection to this application
- Payments; Made payments as agreed: Q3 PAYE – HMRC £90.80, Clerk £363.84; 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)
- Village Hall Driveway and Carpark. Sent letter to N Haward stating Parish Council had selected him to carry out the work. No acceptance received.
- Riverbank west of A12. Contacted Environment Agency about repairs to bank. Their response was that they “no longer invoke their permissive powers to maintain these banks”. Full details in Clerks Correspondence 22nd February 2017.
- Wenhaston Parish Council. Contacted expressing support for a review of the speed limits on the A12 in Blythburgh.
- Natural England. Sent formal apology for not asking NE, the landowners, for permission to put the fido bin on the riverbank.
- Bus Shelter cleaning. I have a volunteer to clean the bus shelters on the A12.

General Activities

- PAYE – End of Year activities.
- Arranged and attended meeting with T Webster to discuss Methodist Chapel.
- Bus shelter Flag has fallen off – reported reference No. 4084574. Received note saying will be replaced. No date given as to when.
- Diversion route in Notification for Temporary Traffic Order - B1125 Angel Lane, Blythburgh - 13/3/17. Highlighted that the diversion route was incorrect. Apparently due to a typing error. The Order was amended and passed to our Legal Order Team.
- Unipar Services. I have asked for correspondence relating to the speed gun to be sent to me
- Planning Application DC/16/5267/FUL, Heronsway 4 Angel Lane Blythburgh, Referral. Completed forms and returned to SCDC.
- Planning Application DC/16/3310/FUL, Stables, Referral. Completed forms and returned to SCDC.
- Gateways. Sent Photographs of location to Tommaso Calia following request about road markings.
- Play Inspection Training Course. Attended training in Stowmarket on Thursday, 16th March

Ongoing Actions

- 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 training from 2016/17 Transparency Fund. Funds available but currently training is not. 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.