



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of Parish Council Meeting Tuesday 9th January 2018

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

Open Forum (No Parishioners Present)

- **Chair of Blythburgh Parish Council; Cllr Tytler**
Cllr D Tytler reported to the meeting the death of Mr Thomas Lond-Caulk. Tom had been a long standing member of the Parish Council and served as its Chair. The Parish Councillors wished to pass on their deepest sympathies to his widow Gillian and to formally record their thanks for the work Tom had done during his time as a Parish Councillor, see item 17/109.
- **District Councillor Report; Cllr Catchpole.**
No report received from Cllr Catchpole.
- **County Councillor Report; Cllr Richard Smith;**
Apologies received from Cllr Smith. No report received.

Parish Council Meeting

17/95. Agree the Agenda

- Addition of Correspondence - Westleton Archives
- Friends of Suffolk Records Office
- C Morris
- L Lewis

17/96. To receive Declarations of Interest / Dispensation on any matters on the agenda
Cllr S Boggis – Planning Application No DC/17/4560/FUL

17/97. To note and agree apologies for absence

- Cllr R Orr-Ewing – In London Agreed
Cllr J Waller – Daughter Ill Agreed

17/98. Approve Minutes of Parish Council meeting held on 14th November 2017
Proposal – Accept minutes for 14th November 2017 as presented
All Agreed

17/99. To receive the Clerk's Report

Proposal – Accept Clerks Report as presented
All Agreed

Proposal – Clerk to contact Westleton Parish Council re VAS use / configuration
All Agreed

Proposal – Clerk to contact J Hutchinson to say no to Speedwatch signs and jackets.
All Agreed

17/100. To receive the report from the planning advisory group

- To receive any planning decisions

Application No.	Location	Proposal	SCDC Decision
DC/17/4187/FUL	Lane End Dunwich Road Blythburgh	Extension to and conversion of existing garage to new dwelling	PERMITTED

- To consider any planning applications received by 9th January 2018 and determine the Councils attitude to them.

Cllr Boggis Left the Room

Application No.	Date rec'd	Location	Proposal
DC/17/4560/FUL	7/12/2017	Land To The Rear Of Lion House The Street Blythburgh	New four-bedroom bungalow

Cllr Mackley presented an overview of the planning application highlighting the proposed access, the design in association with the NPPF and Conservation Area Appraisal, and its location. The councillors discussed this application, focussing on the access and design and agreed to Object to this application.

Proposal – Clerk to contact SCDC and express Objection to this application.

All Agreed

Cllr Boggis Returned to the Room

Application No.	Date rec'd	Location	Proposal
DC/17/5076/ROC	8/12/2017	Creek Cabin Reydon Road Blythburgh Suffolk	Variation/removal of conditions 2, 3, 4, 6, 7, 10 and 16 of Planning Permission DC/15/3275/FUL, to allow variation in design to increase in ridge height and to reflect the details discharged under DC/17/4349/DRC and submitted with the current application.

Cllr Mackley presented an overview of the planning application highlighting the Parish Council had Objected to the original application, the proposed change in ridge heights and the impact on the trees at the site. The councillors discussed this application, focussing on the impact of the raised height of the building on the adjacent nature reserve and landscape. The Councillors agreed to Object to this application.

Proposal – Clerk to contact SCDC and express Objection to this application.

All Agreed

Application No.	Date rec'd	Location	Proposal
DC/17/5343/FUL	23/12/2017	Mill Farm Dunwich Road Blythburgh Suffolk	The proposal is to remove an existing timber post and rail fence and replace it with a ditch. The 'garden edge' of the ditch will be formed as a masonry retaining wall so that there is a vertical face. The pasture face will be a battered slope. None of the masonry will project above current ground levels.

Cllr Mackley presented an overview of the planning application highlighting the ditch was outside the Village Physical limits. The councillors discussed this application, looking at drainage, impact on neighbours, visibility and archaeology. The councillors agreed No Objection, in principle, to this application but had a number of comments.

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

All Agreed

17/101. Planning Applications related to Trees – DC/xx/xxxx/TCA

- Feedback - Response to application DC/17/5045/TCA .
The Clerk reported he had responded with no objection to the application following consultation with Cllr Sutton and the Planning Advisory Group.
- Agree delegated authority to respond to TCA planning applications.
Proposal – Tree Warden to decide the outcome of TCA applications following e-mail consultation with Parish Council.

All Agreed

- What to do if you see work being carried out on Trees – Conservation area only
Cllr J Sutton has asked Clerk what to do if someone is felling a tree within the conservation area. Clerk contacted SCDC and reported that you need to gather evidence and send to SCDC who will deal with the situation.

Proposal – Put piece in Focus reminding people not to cut down trees without permission

All Agreed

17/102. Feedback on Planning Training event – Cllr Mackley and Cllr Boggis

This was a very interesting review of Urban design and how it can go wrong. Provided useful information for the Planning Advisory Group and highlighted the importance of getting involved as soon as possible in any planning process.

Proposal – Cllr Boggis to distribute ‘Traffic Light’ approach discussed at event

All Agreed

17/103. To receive the report from the Responsible Finance Officer

- Income received since last meeting;
 - VAT Reclaim - £1830.36
 - Bank Interest - £1.51
- Current Financial Position

9th January 2018	Clerk PAYE	Subscriptions	Insurance & Audits	Maintenance	Cllr Expenses	Training	Misc.	Donations (section 137)	Outgoing (Totals)	Income To Date
Budget	£1,804.15	£700.00	£2,112.00	£1,740.00	£305.00	£400.00	£250.00	£150.00	£7,461.15	
Spend to date	£1,852.77	£661.64	£784.96	£184.66	£184.95	£130.80	£217.87	£100.00	£4,117.65	£14,775.79
Remainder	-£48.62	£38.36	£1,327.04	£1,555.34	£120.05	£269.20	£32.13	£50.00	£3,343.50	
Reserve Funds		Allocation			TOTAL Spend to date Including Project Spend =					£13,184.19
General - Precept Reserve		3421.5								
Village Hall maintenance		2000								
Village Hall Driveway		-2056.6	Village Hall Driveway and carpark resurfaced £6306.60: £2000 grant for Blythburgh Latitude Trust: £1000 from CIL Payments							
Playsite Update		2000								
Election		800								
Village Gateways		4000								
Defibrillator maintenance		468.06	Note: New battery £281.94							
CIL Payments		1512.85	Note 3402.43 for 2016-17 added: Village Hall Tables £448: Data Logger £1530.00: Village Hall Driveway £1000							

Unpresented Cheques at 27th December 2017

Total Value £451.04

Invoices for payment at this meeting (To be agreed)

Total Value £1,003.00

BALANCE £16,327.41

Proposal – Accept Responsible Finance Officer Report as presented

All Agreed

- Discuss and agree any payments required of the Council.

Heelis & Lodge – Internal Audit	£108.00	
Data Protection Registration - ICO	£35.00	(TBC)
Village Hall Insurance	£860.00	(TBC)

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

All Agreed

17/104. Village Hall Driveway Footpath – Discuss and agree next actions.

There was a long discussion about the proposed design and how to implement this. The outcome was that if required the Parish Council were happy to pay for advice.

Proposal – Clerk to investigate what the requirements are

All Agreed

Proposal – Clerk to contact SCDC / SCC / Disability Charities for advice

All Agreed

17/105. Vehicle Activated Speed Sign: Report from Cllr Orr-Ewing.

Our new Data Logger is now in action. This is our speed recording device without a display to alert drivers to its presence. It is unfortunate that the first time it has been deployed was on the Dunwich Road over the holiday season because it shows a general improvement in the usual behaviour! The data logger is now between the White Hart and the bridge monitoring Southbound traffic on the A12.

Time Period	Location	Results for period Daily Average		Results for period 07:00 – 19:00		Results for period 19:00 – 07:00		Results for period 22:00 – 05:00	
5/11/2017 to 8/12/2017	Dunwich Road North Bound								
		< 35mph	88%	< 35mph	90%	< 35mph	74%	< 35mph	69%
		35 to 55mph	12%	35 to 55mph	10%	35 to 55mph	26%	35 to 55mph	30%
		> 55mph	13veh	> 55mph	6 veh.	> 55mph	6 veh	> 55mph	2 veh
10/12/2017 to 7/1/2018	A12 South bound								
		< 35mph	72%	< 35mph	75%	< 35mph	53%	< 35mph	58%
		35 to 55mph	27%	35 to 55mph	24%	35 to 55mph	45%	35 to 55mph	38%
		> 55mph	21veh	> 55mph	6 veh	> 55mph	2.3%	> 55mph	3.6%

17/106. Village Gateways: Discuss and agree next actions.

Clerk gave an update of the current position and Cllr expressed frustration at the time this is taking. Some Cllrs expressed the view it would be a waste of time and money.

Proposal – Clerk to arrange payment for the design of the Gateways – Cost £3728.62

All Agreed (Although some Cllrs reluctantly)

17/107. Community Emergency Planning: Update from Cllr Tytler
No Update

17/108. Correspondence – See Appendix A

- **Westleton Archives.** It would help our bid to the Heritage Lottery if we had letters of support from people who can show that this project fits in with wider strategies.

Proposal – Clerk to Contact and inform Blythburgh Parish Council would support this

All Agreed

- **The Friends of the Suffolk Record Office.** The FOSRO wonders if there are any funds from which a contribution to the cost of their latest purchase about Blythburgh could be made. Councillors considered this not the correct use of their funds.

- **Bin on Knoll Green.** Concern had been raised about the use as an unofficial rubbish bin.

Proposal – Clerk to arrange to turn into a flower pot

All Agreed

- **Magnox Socio-economic scheme.** Information on this scheme was passed to the Clerk. The Councillors agreed no requirement currently but may help with footpath to Village Hall.

17/109. To discuss any other matter the Chair will allow

Cllr D Tytler reported to the meeting the death of Mr Thomas Lond-Caulk. The Parish Councillors wished to pass on their deepest sympathies to his widow Gillian and to formally record their thanks for the work Tom had done during his time as a Parish Councillor.

Proposal - Parish Councillors record their thanks to Thomas Lond-Caulk .

All Agreed

Proposal - Clerk to send a letter of condolences on behalf of the Parish Council.

All Agreed

Meeting closed at 8.43pm

These minutes are confirmed as an accurate record of proceedings of the meeting held Tuesday 9th January 2018

Signed (Chair) _____ Dated _____