



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Clerks Report to the Parish Council Meeting 8th May 2018

Parish Council Meeting - Tuesday 13th March 2018

- Suffolk Highways Hedge Cutting. Reported to Suffolk Highways that the footway between Chapel Road and Wenhaston Lane was unusable following the recent hedge cutting. Report Number 00204594
- Contact Suffolk Highways stating the panels along A12 flood defence could pose a danger to road users as they are being blown down in the wind. Report Number 2000852
- Contact English Heritage about Village Hall storage. Contacted Historic England with following response 'I cannot foresee any issue with a new shed in that location provided that a no-dig foundation was used'. Maybe need to contact English Heritage as well.
- Planning Applications;
DC/18/0772/FUL, Land Off Amberley Close, Amberley Close, Blythburgh, Construction of five detached houses and garages off private drive. Reported Parish Council view of Objection.
- Payments; Made payments as agreed:
Clerk – Expenses, £79.41; Clerk – Suffolk Cloud website Training Course, £20.00; CPRE Annual Subscription, £40.00; PAYE Q4 – Clerk £360.84, HMRC £90.20; Village Hall Non Domestic Rates 18/19, £75.57; Village Hall insurance, £866.72.
- Responses to request to cut hedges. Sent e-mail to Trinity Cottage – re Chapel Road. No response
- Verge / Grass cutting. Appointed contractor to carry out work agreed. Checked initial clear up and approved. One cut completed since then. Again approved but with suggestions made.
- Village Hall Driveway Footpath. Obtain specifications. Contacted Suffolk Highways asking about stones on to A12 but have received no response. No further communication on this subject
- Village Gateways. Informed designers of the choice of Gateway, Four bar with cross member

Special Parish Council Meeting - Monday 9th April 2018

- Planning Applications;
DC/18/1245/FUL, Wolsey House Chapel Road Blythburgh, Replace existing shiplay boarding with black ex g featheredged boarding. Replace existing softwood windows with grey aluminium clad double glazed doors/windows. Reported Parish Council view of No Objection.
DC/18/1303/LBC, The Priory Priory Road Blythburgh, Proposed removal of internal section of wall between Kitchen and Dining Room and insertion of structural support over. Reported Parish Council view of No Objection
- Payments; Made payments as agreed:
SALC – Annual Subscription, £137.46.

General Activities

- PAYE. Completed end of year procedure and issued P60
- Contacted Suffolk Highways about 'Diversion Routes Through Blythburgh'. My comments were forwarded 'to our Network Assurance Team to assess and note'. They are the team who coordinate road works. I have had no further response.
- Have been working with DPO Services from The DPO Centre re GDPR. Following recent Government statement this currently is on hold.
- Produced Annual Finance Statement for 2017/18

- Produced Bank Reconciliation for 2017/18
- Arranged and held Finance Advisory Group meeting. My thanks to the group for their flexibility
- Put together information for Internal Audit and delivered to auditor.
- Answered questions raised by auditor and then collected information from auditor.
- Completed parts of the Annual Governance and Accountability Return for 2017/18.
- Administered the Villager of the Year competition.
- Produced 2017/18 CIL Report. Need to send to SCDC.

Ongoing Actions

- Bin on Knoll Green. Concern had been raised about the use as an unofficial rubbish bin. Clerk to arrange to turn into a flower pot. No progress
- SCDC planning meeting shows the Parish Councils comments were reported in full. The information for this meeting is difficult to find. Clerk to ask to be included on circulation list of notification of planning meetings. Request made but no response received.
- Village Gateways. Requested design and implementation of Gateways. See agenda item.
- Air Quality Measurement. Requested Air Quality Measurement be made on A12 at Blythburgh. This has been agreed Ref No. 17/04641/AQMCON
- Planning Applications. Contacted SCDC to request sight of all amendments, either material or non material, prior to their approval. Copied to Cllr Catchpole who followed up on the Parish Councils behalf. Received copy of response he received but there has been no further action. Contacted Cllr Catchpole again but have had no response.
- Play site Inspection. Arrange an Operational inspection in March each year. Not completed yet.
- Ask Suffolk highways for alternatives site for Gateways at the south end of the Village. E-mail sent but no response received
- Forward Police Report Numbers to D Chenery. Awaiting numbers.
- David Chenery, SCC Highways. Sent Parish Council traffic documentation to David Chenery as requested. No feedback to date.
- 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.