



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of the Parish Council Meeting Tuesday 13th November 2018

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

Open Forum Cllr Smith (County Cllr), Cllr Gower (District Cllr), 3 Parishioners

- **District Councillor Report; Cllr Michael Gower.** Cllr Gower opened by stating that he was pleased to be back as our District Cllr. The Parish Councillors agreed it was good to see him. Cllr Gower went on to discuss Planning; how the enforcement team were actively working in the area and the issues in Bramfield, and Mells. Cllr Gower skimmed through the SCDC report most of which was not relevant to Blythburgh.
- **County Councillor Report; Cllr Richard Smith;**
Wicker fence on the A12 flood defence. Cllr Smith reported that he was still awaiting agreement from Natural England regional office. He stated he would fund the removal. Cllr Smith then went on to discuss the SCC budget for 2019/20 which would show a £25M reduction. The draft budget would be released on 14th November 2018.
The Clerk asked about Diversion Routes that go along Dunwich Road. Cllr Smith reported he had not forgotten and was continuing to chase.
- **Blyth View Management Company Chair and Vice Chair.** The Vice Chair opened by explaining the formation of the Blythview Management Company (BVM) and introduced the reason they were at the meeting by distributing a map showing the junction of Blyth View and the B1123. Concern had been raised by residents over the safety of the junction and the BVM, who had contacted Suffolk Highways, were seeking guidance and support from the Parish Council on how to address these issues.
There followed a long discussion with many views discussed. The conclusion was that the Parish Council recommended gathering data, record incidents of near misses, borrow Parish Council data logger to record traffic movements, count traffic movements in and out of Blyth View. The Parish Council also recommended looking at the original planning application to see what Suffolk Highways had written. This may be enlightening and could prove very useful.
The BVM agreed to revisit the Parish Council if more help needed.
- **Remembrance weekend.** S Boggis wished to thank all those involved in organising and running events in the Village to mark the 100 years anniversary of Armistice. These were well run and 'appropriate' for such an anniversary. Thank you.

Parish Council Meeting

- 18/89. Agree the Agenda
Additional Items; Speedwatch
All Agreed
- 18/90. To receive Declarations of Interest / Dispensation on any matters on the agenda
None declared
- 18/91. To note and agree apologies for absence
Cllr J Waller; Working; **Agreed**
- 18/92. Approve Minutes of Parish Council meeting held on 11th September 2018
Proposal – Accept minutes for 11th September 2018 as presented.
All Agreed
- 18/93. Parish Council Policies; Safeguarding Incident book and Report form.
Postponed to next meeting
- 18/94. To receive the Clerk's Report

Cllr Boggis asked about the addition of Trustee Indemnity Insurance to the Village Hall Insurance and the Bin on Knoll Green. Cllr Boggis accepted the Clerks explanations.
Proposal – Accept Clerks Report as presented

All Agreed

18/95. To receive the report from the planning advisory group

Cllr Mackley reported the update from the enforcement team re- Pine Lodge, Hazel Lane

- Planning Decisions

Application No.	Location	Proposal	SCDC Decision
DC/18/3511/FUL	The Goose Garden Blythburgh	Covered parking area	PERMITTED
DC/18/3009/FUL	Land To The Rear Of Lion House The Street Blythburgh	To build a new three bedroom bungalow and serpentine wall	WITHDRAWN
DC/18/2256/FUL	Dolphin House 4 Angel Lane Blythburgh	Erection of two storey front extension	PERMITTED
DC/18/1832/FUL DC/18/1833/LBC	Hawthorn Farm Dunwich Road Blythburgh	Conversion of a barn to a dwelling and erection of single storey dwelling.	PERMITTED

18/96. To receive the report from the Responsible Finance Officer

- Income received since last meeting;

Bank Interest June to Sept 2018	£4.29
Second Instalment of Precept	£3695.00
Profit from Blythburgh Day	£284.25

- Current Financial Position

6th Nov 2018	Clerk PAYE	Subscriptions	Insurance & Audits	Maintenance	Cllr Expenses	Training	Misc.	Donations (section 137)	Outgoing (Totals)	Income To Date
Budget	£1,822.13	£351.00	£3,092.00	£1,515.00	£320.00	£400.00	£250.00	£150.00	£7,900.13	
Spend to date	£1,371.10	£197.46	£616.43	£763.20	£147.52	£0.00	£10.50	£50.00	£3,156.21	£7,674.25
Remainder	£451.03	£153.54	£2,475.57	£751.80	£172.48	£400.00	£239.50	£100.00	£4,743.92	
Reserve Funds		Allocation			TOTAL Spend to date Including Project Spend =					£8,162.97
General - Precept Reserve		3695								
Village Hall maintenance		2000								
Village Hall Driveway		0								
Playsite Update		2000								
Election		800								
Village Gateways		-4457.62								
Defibrillator maintenance		450.86	Spare Defib Pads bought - £49.14							
MPLC		0								
CIL Payments		1600.25	May Grass cutting - £150; July Grass and Hedge Cutting - £200; September grass cutting - £150							
Blythburgh Day		284.25	Profit from 2018 event							
Total		6372.74								

Unpresented Cheques at 26th October 2018

Total Value £110.00

Invoices for payment at this meeting (To be agreed)

Total Value £656.83

BALANCE £9890.61

Proposal – Accept RFO Report as presented

All Agreed

- Discuss and agree any payments required of the Council

RoSPA – Playsite annual inspection	£79.80
SALC Finance Training – Clerk	£42.00
PAYE Q3 – Clerk	£368.03
HMRC	£92.00
Grass Cutting - October	£75.00

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

All Agreed

Payments made since last meeting not agreed at that meeting.

Grass Cutting – September	£150.00	(see minute 18/30)
CAS – Website Hosting	£60.00	(agreed via e-mail)

18/97. Village Hall Governance; Cllr Mackley

Cllr Mackley reported back on the outcome of the working group set up to look at the Village Hall Committee to Parish Council working arrangements. The general conclusion raised was the Village Hall Committee had drifted away from the Deed of Trust definitions and there is a reluctance for individuals to become Trustees due to the liabilities this held. The working group proposal was to make the Parish Council the Sole Trustee of the Village Hall Charity. There followed a lengthy debate about the implications of this. The outcome of the debate was for the Clerk to arrange a meeting inviting the Parish Councillors, Village Hall Trustees, the working group and a representative from CAS. The terms of reference for this meeting were; Review current position; Look at Options available; Way forward; Legal implications. Proposal – Clerk to arrange special meeting on Village Hall Governance

All Agreed

18/98. Blyth Estuary Partnership.

The Councillors who attended thought this was a useful meeting although the map produced by the Blyth Estuary Partnership did not show Blythburgh. Cllr C Waller explained how the flood plains beyond the A12 road bridge impacted issues closer to Southwold and raised the issue within Blythburgh. This was just the beginning of the process with more work required.

18/99. Finance Training.

The Clerk reported back on the VAT for Councils course he had attended. The course highlighted the issues faced by Local Authorities with VAT. Very useful course.

18/100. 2019-20 Budget.

The Clerks asked Councillors for areas of spend they would like added or removed from the draft budget for 2019/20. Two areas were raised; Speedwatch and Grass cutting.

Proposal – Clerk to look at Local contractor for grass cutting

All Agreed

18/101. Update on GDPR – Data Audit.

The Clerk outlined the next stage in the process which was looking at what data was held and why. Further feedback will be given at next meeting.

18/102. Village Hall Driveway & Footpath – Discuss and agree next actions.

The Clerk reported on the current position with Stomor. This included a draft proposal which the Councillors discussed. All agreed more work needed.

Proposal – Clerk to contact Sir C Blois re location of footpath and approval

All Agreed

18/103. Planting verges in Blythburgh.

Cllr Orr-Ewing reported Highways had responded with one of their stipulations that the Parish Council would need to provide insurance for the volunteers. To do this there would need to be some agreement between the volunteers and Parish Council

Proposal – Clerk to investigate insurance for Volunteers

All Agreed

18/104. Vehicle Activated Speed Sign: Report from Cllr Orr-Ewing.

Cllr Orr-Ewing reported 9 vehicles recorded at over 80mph in the Southbound direction on the A12. Two of these were travelling between 85 and 90 and one was travelling at over 90mph. All these were recorded at about 5.30am it is likely it is the same person.

VAS

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	
October 2018	A12 North bound	4127 vehicles							
		< 35mph	89%	< 35mph	92%	< 35mph	71%	< 35mph	61%
		35 to 55mph	11%	35 to 55mph	8%	35 to 55mph	28%	35 to 55mph	37%
		> 55mph	10veh	> 55mph	1 veh.	> 55mph	1.4%	> 55mph	3%

September 2018	A12 South bound	4610 vehicles							
		< 35mph	73%	< 35mph	77%	< 35mph	51%	< 35mph	39%
		35 to 55mph	26%	35 to 55mph	23%	35 to 55mph	45%	35 to 55mph	54%
		> 55mph	0.6%	> 55mph	7 veh	> 55mph	3%	> 55mph	13veh

Data Logger (no speed display)

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	
October 2018	A12 South Bound								
		< 35mph	65%	< 35mph	69%	< 35mph	41%	< 35mph	31%
		35 to 55mph	34%	35 to 55mph	31%	35 to 55mph	54%	35 to 55mph	60%
		> 55mph	0.7%	> 55mph	12veh	> 55mph	4%	> 55mph	16veh
March 2018	Dunwich Road North Bound	1197							
		< 35mph	89%	< 35mph	90%	< 35mph	73%	< 35mph	72%
		35 to 55mph	11%	35 to 55mph	10%	35 to 55mph	27%	35 to 55mph	28%
		> 55mph		> 55mph		> 55mph		> 55mph	

18/105. Village Gateways.

The Clerk reported he had asked for the work to be carried out and had paid the invoice. The Clerk then raised the Blythburgh Latitude Grant that had been applied for and agreed.

Proposal – Clerk to ask for £3500.00 grant from Blythburgh Latitude Trust

All Agreed

18/106. Community Emergency Planning:

Cllr Tytler reported the plan is complete but is awaiting agreement by the relevant authorities

18/107. Playsite Inspections.

The Clerk led a review of the Report. This concluded there was no Major items to raise concern but action was needed against the Medium (9) rated items.

Proposal – Clerk to resolve medium (9) rated issues highlighted

All Agreed

18/108. Correspondence

- Review of polling districts, polling places and polling stations 2018. **No action required**
- Scottish Power East Anglia Two - Phase 3.5 Consultation Extension. **No action required**
- SCC - Consultation - Suffolk Minerals & Waste Local Plan. **No action required**
- Consultation on Air Quality in East Suffolk. **No action required**

18/109. To discuss any other matter the Chair will allow

- Speedwatch. Cllr Sutton explained Speedwatch was now up and running in the Village again. He thanked the volunteers involved.
 - A12 Flood Defence. Cllr Waller raised concerns about people walking along and on the A12.
- Proposal – Clerk to ask for this area to be cut back for pedestrians

All Agreed

Meeting closed at 9.05pm

These minutes are confirmed as an accurate record of proceedings of the meeting held Tuesday 13th November 2018

Signed (Chair) _____ Dated _____