



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Minutes of Parish Council Meeting Wednesday 8th July 2020

Note; On 4 April 2020, the government brought The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely. This meeting was held remotely using the Zoom application.

Present: Cllr R Orr-Ewing (Chair), Cllr S Boggis, Cllr M Burrows, Cllr V Carse, Cllr M Doney, Cllr C Saunders, Cllr J Sutton, J Boggis (Clerk).

Open Forum Cllr R Smith and Cllr N Brooks. No Parishioners present.

- **County Councillor Report; Cllr R Smith.** Cllr Smith started his report by mentioning he was going to London next week and he would be interested in how Greater Anglia amongst others are operating. He then went on to give his report
 - The cost of Covid-19 for SCC was an unbudgeted £70.6M of which a significant proportion was for the care sector, including homes, which are commercial operations. Cllr Smith was very concerned about this. The Government have to date given SCC £34.6M leaving a shortfall of £36M in their budget.
 - Sizewell C application has been accepted by the Planning Inspectorate and both District and County councillors are spending significant time on working through the application. The layout is very confusing on the Planning Inspectorate site but EDF are making the information available either 8th or 9th July and it is understood this layout is much easier to follow. Currently it is unknown how SCC will vote but Cllr Smith is going to campaign against the application on environmental and transport impacts.
 - At the Cabinet meeting on 9th July there is a motion tabled;
*"This Council is concerned about the severe environmental impact of Sizewell C on the Suffolk countryside, including the Suffolk Coast and Heaths AONB, and the negative economic implications for the tourism and hospitality industries that will accompany this. In addition, this Council notes the inherent problems with nuclear power as a source of energy. Renewable technologies are better alternatives to nuclear, from both an environmental and financial perspective, and funding and time should be invested in these energy sources instead. Therefore, this Council removes any 'in principle' support for nuclear power and agrees to oppose EDF Energy's development of Sizewell C."*Cllr Smith was disappointed that Sizewell C had become a political issue and felt that he could not support the comment on Nuclear Power so was minded to abstain in the vote. However he would continue to lobby SCC to oppose Sizewell C.

Cllr Doney asked if there was likely to be any counter motions. Cllr Smith responded standing orders prevented such an approach.

The Clerk asked about the meeting with Highways regarding the junction at the Water Tower. Cllr Smith reported the proposed works would happen this calendar year.

The Clerk asked about the proposed Parish Council meeting in Westleton in May 2020. Cllr Smith responded it was cancelled, the village hall should not have accepted the booking. Westleton are however planning for their next meeting to be in the village hall.

- **District Councillor Report; Cllr N Brooks.** Cllr Brooks forwarded his report in the afternoon of the meeting which the Clerk had not forwarded to the Councillors. Cllr Brooks therefore gave a quick overview of ESC activities associated with Covid-19 and what they are doing on behalf of the Government. Cllr Brooks then gave a report

- The new Civil Parking Enforcement (CPE) will be issuing new charges but to remain in line with the 'orders' permitting the change to CPE these will be introduced on a rolling basis, as and when the new signage and machine updates are installed within the next couple of weeks.
- ESC cabinet agreed a £500k budget for free Wi-fi in 12 towns in the district after a successful trial in Framlingham and will be rolling this out in the Autumn.
- ESC took delivery of 25 'Grandpad' tablet computers this week and the Communities Officers are distributing them to the recipients who have been chosen because they are isolated, don't have access to wifi or a computer/tablet and would benefit from simplified technology. We hope that people will use their Grandpads to stay in touch with friends and family.

The Clerk asked about littering. Cllr Brooks responded ESC are working with Norse to increase the number of street cleansing operatives working and to put in additional bins. ESC are also working with Norse to reinstate 3 man refuse collection teams to get bin collection days back to pre Covid-19 timetables.

Parish Council Meeting

20/29. Agree the Agenda

Additional Item – Playsite; Cllr Boggis
SCC Cabinet meeting motion; Cllr Orr-Ewing

All Agreed

20/30. To receive Declarations of Interest / Dispensation on any matters on the agenda

Cllr Saunders – Non Pecuniary – Sizewell C

20/31. To note and agree apologies for absence

All Councillors present

20/32. Approve Minutes of Parish Council meeting held on 13th May 2020

Proposal – Accept minutes for 13th May 2020 meeting as presented.

All Agreed

Proposal - Chair to sign minutes after the meeting. Date to be agreed.

All Agreed

20/33. Discuss, Agree and Adopt Financial Risk Assessment

The Clerk presented the changes to the Finance Risk Assessment. Cllrs supported the changes

Proposal – Agree and Adopt Financial Risk Assessment

All Agreed

20/34. To receive the Clerk's Report

Clerk asked if Cllrs would support putting suggestion box in bus shelter at Highfield. Cllrs agreed this would be a good location.

Proposal – Clerk to install suggestion box in bus shelter at Highfield

All Agreed

Proposal – Accept Clerks Report as presented

All Agreed

20/35. To receive the report from the planning advisory group; Cllr Boggis

Cllr Boggis on behalf of Planning Advisory Group reported the following decisions;

Application No.	Location	Proposal	ESC Decision
DC/20/1358/FUL	Site Adjacent 4 Hinton Corner Hinton Corner Hinton Blythburgh	Conversion of existing outbuildings to form 2 bedroom holiday let.	Permitted 7/7/2020
DC/20/1733/AME	Swallows Corner Chapel Road Blythburgh Suffolk IP19 9LW	Non-material Amendment to DC/20/0367/FUL - Demolition of existing 28.9m single storey rear extension. Construction of new single 44.4m storey rear extension	PERMITTED 29/5/2020

Cllr Boggis then reported the discharge of conditions associated with Hawthorn Farm Barns but stated no input required from the Parish Council

20/36. To receive the report from the Responsible Finance Officer

The RFO reported that the bank statement for the current account for June had not arrived and a request for one had been made. He went on to explain this would not effect the current position as cheques from last meeting were not sent out until late June.

- Income received since last meeting;
Community Infrastructure Levy – PC element - £2647.98
ESC – 1st Precept payment - £3975.00
Enabling Communities Budget (ESC) – Covid-19 support - £100.00
Bank Interest – 7 March 2020 to 7 June 2020 - £2.32

- Current Financial Position

06-Jul-20	Clerk PAYE	Subscriptions	Insurance & Audits	Maintenance	Cllr Expenses	Training	Misc.	Donations (section 137)	Outgoing (Totals)	Income To Date
Budget	£2,059.99	£333.08	£1,954.55	£2,261.62	£320.00	£400.00	£250.00	£150.00	£7,729.24	
Spend to date	£504.90	£143.79	£0.00	£65.00	£0.00	£0.00	£90.00	£0.00	£803.69	£8,419.59
Remainder	£1,555.09	£189.29	£1,954.55	£2,196.62	£320.00	£400.00	£160.00	£150.00	£6,925.55	
Project - CCTV		£1,567.20								
Project - Village Hall Storage Shed		£1,500.00								
Reserve Funds		Allocation			TOTAL Spend to date Including Project Spend =					£940.78
General - Precept Reserve		£3,975.00								
Village Hall maintenance		£2,000.00								
Village Hall Driveway		£1,000.00								
Playsite Update		£2,000.00								
Bection		£1,000.00								
Defibrillator maintenance		£452.91	New Pads							
Blythburgh Day (earmarked)		£684.25								
CIL Payments		£3,726.23	Payment r'xd	Grass Cutting						
Total		£14,838.39								

Unpresented Cheques at 27th May 2020

Total Value £1175.78

Invoices for payment at this meeting (To be agreed)

Total Value £837.60

BALANCE £19347.02

Cllr Boggis asked if the amount of funds held would change the Parish Council position because of the £25k limit. The RFO explained the £25k related to income or expenditure.

Proposal – Accept RFO Report as presented

All Agreed

- Discuss and agree any payments required of the Council

Heelis & Lodge – Internal Audit £80.00

Printer Cartridges £61.60

Westcotec – VAS Repair £696.00

M O'Hagan – Grass Cutting – May 2020 £90.00

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

All Agreed

Proposal – Clerk to arrange payment of Grass Cutting invoices as they arrive – limit £120

All Agreed

Note. June grass cutting invoice (£90) received between meeting and production of minutes.

20/37. Code of Conduct consultation

The Clerk reported that following the Committee on Standards in Public Life report on improving ethical standards in local government an updated national model code of conduct for all tiers of local government has been developed. There have been some changes but in general the current Suffolk Local Code of Conduct covers the key areas.

Proposal – No response required to the Code of Conduct consultation

All Agreed

- 20/38. Village Hall Management – Discuss and agree next actions
Cllr Saunders reported on her conversations with CAS highlighting; the need to have two more Trustees, these should not be the Parish Council representative Trustees as this could create the wrong image; use the Village Hall AGM as the point at which to make the change; minute Parish Council accepting change; consider management committee structure / aims.
Proposal – Councillors to support becoming Sole Trustee of Village Hall
All Agreed
Proposal – Chair to discuss proposal with current listed Trustee
All Agreed
Proposal – Cllr Saunders & Cllr Doney to produce document on future management structure and aims of the Village Hall management committee
All Agreed
Proposal – Hold a special meeting to agree way forward with Village Hall, date TBC
All Agreed
- 20/39. Village Hall repairs and external decoration.
The Chair reported on known issues with the Village Hall that needed addressing
Proposal – Chair to compile specification and arrange for quotations
All Agreed
There followed a discussion about the floor and where the damage was
Proposal – Chair to investigate condition of supporting beams
All Agreed
- 20/40. Village Hall Storage Shed.
The Clerk reported that the last pre application advice was applied for in early 2018 so he has put in a pre application advice to ESC and is awaiting response.
- 20/41. Village Hall Driveway Footpath – Update.
The Clerk reported he had spoken to Duncan & Sons but had not received an update quotation. Clerk reported he will follow up on this as he was aware they were now working.
- 20/42. Villager of the Year – Future.
The Chair raised the open question should this continue?
Proposal – Clerk to continue to run Villager of the Year using same process
All Agreed
- 20/43. Sizewell C – Update.
- Cllr Saunders abstained from discussion and voting during this section of the meeting.
Cllr Boggis reported the Development Consent Order had been accepted and that EDF had sent out a letter giving details of how to engage in the Planning Inspectorate process
Proposal – Clerk to put the EDF letter and links onto the Parish Council website and in the noticeboards
All Agreed
Cllr Boggis then gave a quick overview of the situation and the options for the Parish Council if they wished to be a part of the process.
Proposal – Blythburgh Parish Council to register as an interested party
All Agreed
Proposal – Councillors to supply comments to Cllr Boggis by 24th July 2020
All Agreed
Proposal – Cllr Boggis to collate comments and propose wording to support registration
All Agreed
Cllr Boggis then reported on a letter from SPLG discussing its future
Proposal – Clerk to respond that SPLG should disband and distribute funds to members

All Agreed

The Chair raised the motion that Cllr Smith had discussed during the open forum. The council agreed no further action was required.

20/44. Footpaths.

The Clerk presented the definitive footpath map for Blythburgh and discussed a question that had been raised regarding footpath No.3. The Clerk reported he had asked the definitive map team to give the exact route of the footpath. Cllr Sutton reported he recalled that the Blyth Estuary Group had requested the footpath was at the bottom of the flood prevention bank to prevent compression of the bank.

20/45. Recycling Area, Surveillance Camera.

The Clerk reported that ESC had responded that they would use any CCTV footage that clearly showed fly tipping. The councillors discussed the way forward.

Proposal – Clerk to send description of system to the Chair for further investigation

All Agreed

Proposal – Clerk to contact ESC about new signage

All Agreed

20/46. Coronavirus Helpline – Update.

Cllr Carse reported that there had been no new calls to the help line and as such no updated volunteer list had been distributed. Some shopping and the prescription deliveries were still taking place. Cllrs agreed to leave helpline in place until ESC stops its help line.

Chair thanked Cllr Carse for managing the helpline

20/47. Vehicle Activated Speed Sign.

Cllr Orr-Ewing reported the VAS had been repaired and was now back in action and in Dunwich Road. Results from the A12 Northbound show that in June the volume of traffic is 75% of pre Covid-19 levels but with only 64% of traffic below 35mph. Dunwich Road showed 84% of pre Covid-19 volume with speed levels unchanged.

20/48. Speedwatch.

Cllr Sutton reported Speedwatch is back up and running, with various Covid-19 related restrictions in place. Sadly the weather has limited the activities of the group. In answer to a question by the Clerk Cllr Sutton stated the Police check the validity of the calibration of the speedgun and so it did not need to be returned to the manufacturer for annual calibration.

20/49. Suffolk Wildlife Trust – Osprey re introduction.

Cllr Boggis reported on the forthcoming consultation on the re-introduction of Ospreys to the Blyth Valley whose aim was threefold; Reintroduction; Link between breeding grounds in England and France; Visitor experience. The consultation is aimed for autumn 2020.

20/50. Blythburgh Day – Discuss and Agree way forward.

Cllr Saunders reported Blythburgh Day now cancelled for 2020 but that she is still hoping to have a Village Garden Party in September, Covid-19 dependant.

20/51. Traffic management on Angel Lane/Dunwich Road.

Cllr Doney reported he had contacted Suffolk Highways to keep communication channels open and to discuss dates for the survey now volumes were close to pre Covid-19 levels.

20/52. Verges Planting.

Cllr Orr-Ewing reported currently no new plantings just ongoing maintenance.

The Clerk reported C Lyth had proposed the Council let the requester of the Magnolia Tree know that the Parish Council was the funding source. The Clerk had responded he did not think this a good idea. After some discussion the Councillors agreed with this position.

20/53. Correspondence.

- Suffolk Coastal Friends of the Earth. An appeal for funds urgently needed for expert scientific witnesses to write reports for us and to speak for us in the infrastructure planning examination associated with Sizewell C. Would your Council consider making a small

contribution to this appeal? The Councillors discussed this request and while initially there was some support the Councillors concluded this was not appropriate use of Parish Council funds.

20/54. To discuss any other matter the Chair will allow

Playsite. Cllr Boggis reported that although the Parish Council did not formally close the Playsite during the Covid-19 lock down there were a number of things that needed to be done as a result of the easing of the Covid-19 restrictions. The two fundamental points were:

1. The need for a COVID-19 Risk Assessment (RA) approach is an absolute requirement. However, the RA must consider the practicalities of operating an open use play facility.
2. Each operator, in this case Blythburgh Parish Council, must make their own judgements on what is practical to implement whilst keeping the risk to a minimum.

The Councillors then discussed the playsite and agreed the following

Risk Assessment

The government public health guidelines are a considerable challenge to Blythburgh Parish Council. The Council therefore recommend that a pragmatic approach with clear information to the public about risks is followed.

Blythburgh Parish Council agree that it is not feasible to provide the following:

- Provision of Stewards
- Arrange a booking system
- Relocate equipment for social distancing – most equipment is a suitable distance apart
- Clean equipment daily
- Provide cleaning equipment
- Create entrance and exits – our play area have only one gate

Blythburgh Parish Council agree to carry out the following in relation to the Playsite:

- Carry out Risk Assessments including COVID-19 risks
- Continue Councillor weekly visual safety checks on the site
- Produce and install signage detailing Covid-19 conditions of use

There was a question relating insurance for the playsite.

Proposal – Cllr Boggis to produce and install Covid-19 signs, max £45

All Agreed

Proposal – Clerk to contact insurance provider about Covid-19 and the Playsite

All Agreed

Meeting closed at 9.42pm

These minutes are confirmed as an accurate record of proceedings of the meeting held remotely via the Zoom application on Wednesday 8th July 2020

Signed (Chair) _____ Dated _____
