

Minutes of Ufford Parish Council Meeting

Held on 18th October 2022 ~ 7.00pm

Ufford Community Hall, The Avenue, Ufford

Present

Cllr. David Findley (Chair)
Cllr. Jane Hawthorne
Cllr. Ashley O'Malley
Cllr. Vincent Smith

Cllr. Keith Bennett
Cllr. Kathryn Jones
Cllr. David Pearce

Cllr. Pat Edworthy
Cllr. Steve Mayhew
Cllr. Nigel Smith

Judi Hallett (Clerk)

Six members of the public were present

The Chair welcomed everyone to the meeting and all Councillors introduced themselves

1. Apologies for absence:

a) To Receive Apologies:

Apologies had been received from Cllr. Nick Crocker (Away). Apologies had also been received from. County Cllr. Alexander Nicoll and. District Cllr. Carol Poulter.

b) To Accept Apologies:

Cllr. O'Malley proposed that the apologies of Cllr Crocker were accepted. This was seconded by Cllr. Edworthy and all were in agreement.

2. To receive any:

a) Declarations of Pecuniary Interest in Agenda Items

None

b) Declarations of Non-Pecuniary Interest in Agenda Items

Cllr. Mayhew declared a non-pecuniary interest in item 5. c) as an acquaintance of both the Applicant and Architect.

c) Applications for Dispensation on Agenda Items

None

d) Declarations of Gifts or Hospitality received over the value of £25.00

None

Chair's initials.....

- e) Notification of Lobbying with reference to any Planning Application to be discussed

None

3. Public Session:

- a) Reports or comment from any member of the public (notes only):

- Re. Appeal AP/22/0039/CONDS – this has been handled badly by Suffolk Coastal Council, it started as a shed in 2005 and now we are here, it has always been linked to 1 Loudham Lane, the holiday lets have hardly been used. If the split is permitted then it could set a precedent for other similar proposals, The building is unsafe and work to it was not carried out to the correct standards, the ridge is showing signs of bowing and there is only a single brick cover to the concrete base.
- Re. Appeal AP/22/0039/CONDS – If this is allowed the next application will be to turn it in to a permanent home, there have been many viewings. It should stay part of 1 Loudham Lane so that whomsoever owns the main property has an interest in the barn. This is planning consent via the back door, this is a very historic site, for all we know there could be an ancient burial ground there
- There is evidence of boundary fences being moved, but this is between the owners of the two neighbouring pieces of land
- *Q. How big is the plot?* Quite large, it goes past 2 Loudham Lane and partly past 3 Loudham Lane.

Attendees were thanked for their comments and invited to stay for the debate.

- b) Reports or comment from ESC and SCC Councillors:

- **Dist. Cllr. Carol Poulter** – Cllr. Poulter was not in attendance but had supported the Parish Council at the ESC Planning Committee (South) meeting earlier in the day (see item 6. b)) .
- **Cnty Cllr. Alexander Nicoll** – Cllr. Nicoll was not in attendance but the Clerk reported he had agreed to fund £500 towards the resurfacing of the three pieces of Play Park Equipment. The Clerk was asked to thank Cllr. Nicoll for this grant.

Action: Clerk

4. To sign Minutes of meeting dated 27th September 2022:

The minutes of the Full Council meeting dated 27th September 2022 had been circulated and slight amendments had been made to the initial draft. The minutes were proposed as a true record by Cllr. V Smith, seconded by Cllr. Bennett and all Councillors, who were in attendance at the meeting, were in agreement that they be signed.

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The Clerk agreed to publish the minutes on the website.

Action: Clerk

5. To discuss and agree responses to the following Planning Applications:

- a) Planning Appeal Consultation - AP/22/0039/CONDS - Land Opposite 1 And 2 , Loudham Lane, Ufford, Ufford. Councillors made the following comments:
- This site has a very long history and the Parish Council have been consistent in their opposition to development on this land, we now need to focus on the specific element in the appeal
 - [The Clerk read aloud a draft letter that had been prepared – drafted by Cllrs. Jones and N Smith]
 - The letter is good but perhaps our argument about the importance of the linkage condition to No 1 is lost in all the history
 - We should focus our letter on stating why the linkage is so important, perhaps the history of the site can come as an appendix
 - It is the history of the site that will inform the Inspector why the linkage is required
 - **Conclusion: Cllr. Findley to revise the draft letter, in conjunction with Cllr. Jones and Clerk to distribute for further comment, bearing in mind a deadline of 21st Oct** (Prop. Cllr. Findley, Sec: Cllr. V Smith, Councillors voted ‘all in agreement’ to this motion).
- b) Planning Appeal Consultation - AP/22/0044/REFUSE - Land Off St Andrews Place And Waterhead Lane , St Andrews Place, Melton. Councillors made the following comments:
- Our original comments will have been seen by the Inspector and there are a high number of objections
 - The Planning Committee originally permitted this development, subject to requirements, then heard it again and refused it
 - A detailed further response to this appeal would take a great deal of work and perhaps, as this is outside of Ufford and will not directly affect the residents of Ufford, we should leave further comment to ESC and Melton PC
 - **Conclusion: No further action to be taken**
- c) DC/22/3597/FUL - Change of use of land from agricultural to residential. Erection of outbuilding to provide a studio and store at Decoy Cottage, Old Church Road, Melton. Councillors made the following comments:
- Should we comment on this as it is in Melton? In the past Melton PC have chosen not to comment on some applications in Lower Road and this part of Melton is very closely related to Ufford, I think we should comment.
 - [Three comments received via email were read by Clerk]
 - The footpath close to the property is regularly used by Ufford residents completing a circular walk and this must remain open and unspoilt

- I think it may be better to say we have 'concerns' rather than objections
- **Conclusion: Concerns – relating to building in the Countryside, a 'Shed' quite capable of being used as a permanent dwelling and effect on the PROW** (Prop. Cllr. Findley, Sec: Cllr. V Smith, Councillors voted '9 'For' with 1 abstention to this motion). The Clerk agreed to submit comments to ESC.

d) DC/22/4001/TPO - A1 of TPO No. 31 / 1957 1no. Silver birch (T1 on plan) - Fell – Marloes, Ufford Place, Ufford. Councillors made the following comments:

- I have concern about this, there seem to be no reasons given on the plans for the felling
- I can understand the reason the resident may wish to fell it but it does not look to be diseased
- **Conclusion: objection –** (Prop. Cllr. Hawthorne, Sec: Cllr. Mayhew (Councillors voted all in agreement for this motion). The Clerk agreed to submit comments to ESC.

Action: Clerk

6. To acknowledge previous months list of ESC Planning decisions and to discuss any other planning matters or reports, to include:

Receipt of the list of Planning Decisions was acknowledged and there were no further questions.

- a) Update on the Appeal of refusal of DC/20/1521/FUL Care Village off Yarmouth Road, Melton: This has now been outstanding for 7 months and still no sign of an outcome.
- b) Update on application DC 21 3237 FUL – Crown Nursery, Ufford – the Chair reported that the application had been heard by the ESC Planning Committee (South) earlier in the day and despite valiant efforts by Cllr. Jones, a member of the public and Cllr. Poulter, the application had been permitted, after a casting vote was given by the Committee Chair. Councillors were very disappointed with this outcome and at the process the meeting followed. It was decided to take three course of action:
- PUNCH and PUNCHLine Article – Clerk to send a factual article out on PUNCHLine and to PUNCH team, to inform residents of the outcome
 - Contact with Landex – Members of the Council to report to the NP Steering Group with reference to contacting Landex about the land
 - Letter to ESC Planning Committee (South) Chair – Clerk to draft and send to all for authorisation to send. Letter to cover two points:
 - Misleading comments from Agent of Landex with reference to engagement with the Parish Council and
 - Approval by the ESC Ecologist of the Lighting Plan

Action: Clerk

7. Neighbourhood Plan:

- a) To receive an update on the work done by NP Steering Group – The Clerk had circulated a report on the work of the NP Steering Group to date. The following questions arose:
- *Do residents who rent their home know they can complete the Survey?*
There is nothing in the Survey to indicate that you have to be a home owner to complete it.

8. Finance Matters:

- a) To receive Accounts as of 30th September 2022 – The Accounts had been sent to all and Cllr. Edworthy had verified that the accounts matched the actual figures in the Bank Accounts. Cllr. Mayhew suggested that the Budget forecast for the remaining months in 2022/23 should be revised, owing to the fast-tracking of the Neighbourhood Plan and that expenses to cover that may come earlier than originally expected. The Clerk agreed to revise the figures at the end of October.
- b) To authorise the following Invoices for Payment:
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| i. J Hallett (Salary and Expenses) | £971.80 |
| ii. SCC Pension Fund (Clerk's Pension) | £295.28 |
| iii. SALC (Payroll for 6 months) | £54.00 |
| iv. HMRC Cumbernauld (Clerk's PAYE) | £140.22 |
| v. Ufford Community Hall (Hall Hire) | £64.00 |
| vi. Mrs R H Leggett (Printing for NP) | £335.00 |
| vii. J Hawthorne (Train Ticket to Conference) | £21.30 |

The above payments were proposed by Cllr. Mayhew, seconded by Cllr. Edworthy, and all were in agreement it be paid. The Clerk agreed to contact Cllrs. Findley and Edworthy to request that they authorise the online payments.

- e) To note Payments made since last meeting:

ii. None

- f) To note Payments received since last meeting:

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| i. Astco Recycling (Clothes Bank) | £15.00 |
| ii. East Suffolk Council (Precept (50%)) | £11,051.50 |
| iii. UK Power Networks (Wayleave) | £44.33 |
| iv. SBS General Payment (Unknown Receipt) | £105.60 |

The Clerk reported that £105.60 had been received in to the bank account on 2nd September. She had not recognised this and had spoken to the bank. They had advised they would contact the sending bank and to leave investigations for a while as, once the mistake is realised, there would be a request to reclaim the funds.

Action: Clerk

Chair's initials.....

9. Project Updates – To receive updates on the following projects:

- a) Broadband Project – Cllr. Mayhew had circulated an update to all. He further reported that the project had not been released by the DCMS yet and that he would draft a PUNCHLine when the project was released.
- b) Water Sampling of the River Deben – A report from Cllr. Findley had been circulated earlier in the week and this would be published in the November PUNCH. Results for both pools of water remained high and so the warning notices would be left in place. Cllr. Findley further reported that the incubator was not working as required but that a workaround was in place. The Clerk was in contact with the distributor, seeking a replacement or refund.

Action: Clerk

10. Recreation Ground and Parklands Woods:

- a) To receive an update on creating a Pickleball Court in the Multi-Use Games Area – Cllr. O'Malley reported that she had spoken to Mr Clark of the Kesgrave Club and was hoping to speak further with him later in the week.
- b) To receive an update on the Tree Safety Inspection – Cllr. Hawthorne reported that the inspection was still awaited and she would chase Mr Allen again. She reported that the old log in the Under 8's Play Area had been removed but that this had left quite a dip; the Clerk agreed to add filling of the hole to the Maintenance List.

Cllr. Hawthorne also reported that concerns with a group of trees around Redwood Terrace had been reported to the Tree Warden and he had compiled a report on them. It was agreed that Cllr. Hawthorne should speak urgently to Mr Allen about the trees and the Clerk should speak to the Tree Warden about the reporting of issues to the Council.

- c) To discuss quote for providing a Recycling bin on the Recreation Ground – The Clerk reported that this was still awaited from ES Norse.
- d) To discuss letter from resident of Ufford Place regard Oak Tree – A letter from a resident of Ufford Place had been circulated to all. It requested that a significant oak tree, bordering her property, be felled. The Clerk had previously confirmed that the tree was covered by the Area TPO with ESC, and it was felt the centre of the tree was on land owned by the Parish Council and was therefore their tree. Councillors felt sympathy for the resident but also did not wish to see a specimen tree felled. Cllr. Findley proposed that the tree was not felled and that a letter explaining the situation was drafted. This was seconded by Cllr. Jones and all Councillors were in agreement. The Clerk was asked to draft a letter.

Action: Clerk/Cllr. Hawthorne

11. Highways/Footpaths:

- a) Speed Indicator Device:
- i. To receive update on the Data Collection facility for the SID – The Clerk reported that the first report was still awaited from Mr Barkley but that it would be circulated once received.
 - ii. To receive update on additional posts to allow the SID to be moved around – The Clerk reported that she had received the signed copy of the agreement from Cllr. Bennett at the start of the meeting and would send it off to Highways the following day. She also suggested purchasing a second bracket for the post in The Avenue; this was agreed.
- b) To receive update on the setting up of a Community Speedwatch Team – The Clerk reported that the Training for the volunteers would take place on 1st November. After that date, the timetable would be drawn up and sessions carried out, hopefully once every 10 days.
- c) Additional Item – Smock Meadow – Cllr. Findley reported that the ditches in Smock Meadow had been cleared out.
- d) Additional Item – Avian Flu - Cllr. Findley reported that residents of a property in Loudham Lane had contacted him regarding the PROW that ran through their garden, and their concern for their wild fowl. SCC PROW Team had been contacted and signs had been put up (it was not possible to close the PROW).

Action: Clerk

12. Community Hall Committee

- a) To discuss suggestion that the PC should include the Community Hall's insurance in with their own – Councillors made the following comments:
- As freehold owners of this building we should perhaps insure the building; insurance is so important.
 - The lease is clear that the responsibility to insure the building lies with the Hall Charity/Committee
 - Insurance is in place and it did cover the recent incident

In conclusion, Cllr. Edworthy agreed to find out when the Hall's insurance was due for renewal and advise the Clerk. The Clerk would then put in place a 'reminder' to request a copy of the new insurance certificate shortly after renewal.

- b) To discuss working with the Hall Committee to provide better lighting for the Car Park and possibly a Public Toilet and related options following Ufford Football Club withdrawal – It was agreed to postpone discussions on this subject until after the results of the Neighbourhood Plan Household Survey were known.

However, the Clerk voiced concerns that organised Junior Football continued at the Recreation Ground on a Saturday morning, without a licence in place between the Football Club and the Parish Council. She reported that on numerous occasions she had endeavoured to contact the manager of the club, but that he had not returned her calls, text messages or emails. Cllr. Pearce agreed to speak to members of the club.

Action: Clerk and Cllrs. Pearce and Edworthy

13. To receive reports on meetings attended on behalf of the Council:

The following were reported:

- Community Partnerships Meeting (Cllr. N Smith) – Cllr. N Smith's report had been circulated and he highlighted a couple of areas
- Coastal Partnership East - The Nature Of Our Coast And Estuaries (Cllr. Hawthorne) - Cllr. Hawthorne's report had been circulated and she highlighted a couple of areas

14. To receive agenda items for next meeting and agree date of Next Meeting (15th November 2022):

- Items carried forward from this meeting
- Draft Budget 2023/24
- Grants 2023
- Warm Rooms

Action: Clerk

The meeting was closed at 9.00pm

Signed:.....
Cllr. David Findley - Chair

Date:

Judi Hallett
Clerk to Ufford Parish Council

Chair's initials.....