

## Minutes of Ufford Parish Council Annual Meeting

Held on 18<sup>th</sup> July 2017 ~ 7.00pm

St Mary's Church Hall, Church Lane, Ufford

### Present

Cllr. Guy Foskett (Chair)

Cllr. Nigel Smith

Cllr. Nick Crocker

Cllr. Jane Hawthorne

Cllr. David Pearce

Cllr. Patricia Edworthy

Cllr. Kathryn Jones

Cllr. Karl Mallett

Cllr. John Skinner

Cllr. Tracey Ling

Judi Hallett (Clerk)

17 Members of the Public: Mrs E Smith, Mrs K Carter, Mrs B Wright, Mr L Maynard, Mr and Mrs P Airey, Mrs B Perkins, Mr A Harrison, Mr and Mrs Adcroft, Mr and Mrs C Cooksey, Mr and Mrs G Broughton and Mr and Mrs S Haile.

#### **1. To receive Apologies for absence:**

Apologies for absence had been received from Cllr. Keith Bennett (other commitments), Cnty. Cllr. Alexander Nicoll (other meetings) and Dist. Cllr. James Bidwell (Away)

#### **2. To receive any Declarations of Interest on Agenda Items and any applications for dispensation:**

There were no declarations of interest or applications for dispensation.

#### **3. Public Session:**

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

- Comments regarding Crown Nursery:
  - The junction at the top of the Avenue with Yarmouth Road is very dangerous, many near misses, it is happening on a weekly basis, if there is more development then this is going to get worse, the fact that we have not had a fatality yet is not the point, Ufford is becoming a rat run for people from Eyke, Rendlesham and beyond who wish to avoid Melton.
  - The issue at the junction is that people from High Street going on to Yarmouth Road don't believe people can cross the hatching – a solid white line may help; a roundabout would be brilliant
  - There is a serious omission in the paperwork with regards to Dormice. These are present in the gardens in Tovells, adjacent to the site. The person who has undertaken the survey is not registered or licenced to look for dormice (as per the rules of the Chartered Institute of Ecology). Section 5 Wildlife and Countryside Act 1981 states that Dormice are protected both in the UK and the EU and no planning consent can be granted unless a Dormice Mitigation Strategy is undertaken.
  - There is clear evidence from residents that there are dormice in the gardens backing on to the site. Large schemes need a survey of the entire site [Dormice handbook had been circulated to all Councillors].
  - The new access for Crown Nursery is very bad.

- When the High Street is closed it will cause lots of issues in School Lane and the Avenue. The official diversion is via the A12 but everyone knows where the Avenue is and will use it.
- How is the bus service going to operate? Where are they going to turn the bus round? [Closure is required because road is not wide enough].
- There is no footpath along the Avenue and walkers often have to walk in the middle of the road to avoid the muddy verge.
- The T junction between School Lane and the Avenue is very tight and there are gas mains just beneath the verge. Hedging has also been run over in this location.
- The traffic survey suggests that the Avenue could take 800+ cars per hour which is ridiculous.
- Is a flyer possible to get more objectors to write in? 82 objections already sent in and that is very good. You probably wouldn't get many more with a flyer.
- Some residents are prepared to survey the traffic during the closure of High Street. [Everyone urged to take pictures of any chaos and send them to the Clerk].
- Comments regarding the Woodcroft Application
  - My husband and I live very near this proposed development. The exit from the site is on to a very fast stretch of the High Street (even though it is supposed to be 30mph), access will be the main issue and it will be worse when there are more houses opposite at Hill Farm.

b) Reports or comment from SCDC and SCC Councillors:

- Cnty. Cllr. Alexander Nicoll – Cllr. Nicoll's report had been circulated
- Dist. Cllr. Day – No report had been submitted
- Dist. Cllr. Bidwell – Cllr. Bidwell's report had been circulated.

Action: Clerk

**4. To agree Minutes of Council meeting dated 27<sup>th</sup> June 2017:**

The minutes of the Full Council meeting dated 27<sup>th</sup> June 2017 were proposed as a true record by Cllr. Pearce, seconded by Cllr. Ling and all Councillors were in agreement that they were signed.

Action: Clerk

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

a. DC/17/2512/OUT – 60 Bed care home, 34 dwelling and business units at Crown Nursery, High Street, Ufford – The following comments were noted from Councillors:

- We are totally against this development
- We need to look at the whole picture: houses plus the care home and commercial units
- Major highways issues – with the 34 houses already being built this will mean a total of 68 houses, all with a likelihood of 2 cars and all additional traffic emerging onto the High Street. The application suggests most vehicles will be going towards the A12, this is unlikely. A significant proportion will be going towards Woodbridge and Melton using the already over capacity crossroads at Melton.
- Unsustainable – Cars required for even short local journeys, we are a Local Service Centre with very few services, we need to quote the Planning Officer's report for the 13 bungalows at Hill Farm

- No more houses are required in Ufford according to the Local Plan and SCDC did not propose any further houses for Ufford in the Site Allocations and Area Specific Policies document adopted by SCDC in January 2017.
- The widening of the Avenue will not solve the issues, traffic will come from villages such as Eyke and Rendlesham, through Lower Ufford, to work at the Care Home; these staff are often low paid and there are very few buses with none on a Sunday.
- The junction at the top of the Avenue is very dangerous
- This is over development.
- We need to report the dormice but there are also foxes and badgers (which are protected) to consider.
- Large Lorries will be delivering to the Care Home and also the industrial units.
- Ambulances and additional medical staff will also be visiting the Care Home.
- This is the wrong place for a care home and the application does not show a need.
- The Commercial units will be for 'Light Industrial' but there is already provision for these at Bentwaters, Wickham Market and Melton.
- There will be light pollution from both the Care Home and Commercial units
- Flooding will be an issue if this natural flood plain is removed; the water gets up to 2 or 3 feet deep sometimes.
- Where is the demand for another 34 houses? We are already at our required number of houses for the Local Plan and others are in the pipeline.
- This development will cause issues with the drains and foul water; Anglian Water have said we are at capacity and there are no planned works to increase capacity; this will cause significant issues to the whole of the village. It is AW's obligation to provide services but should we ask for drains to be upgraded before the houses are approved?
- The drains from Ufford Park run down The Avenue and will all join together. There is a pumping station near the White Lion but will this be able to cope?
- The caravan park will cause more issues. The Avenue is single track lane with unofficial muddy passing places but it also needs a footpath or it will split the village. School Lane is also single lane in places on the bends, making it dangerous when large farm vehicles and delivery lorries use the lane.
- It is usual for any development to maximise profit and houses usually bring the biggest return. So why are Commercial B1 use facilities being suggested? Perhaps there is no intention to build the commercial units?? As far as I can see, Landex have never built a care home; do they just want to tick the box for providing employment?
- Is there an option on the land? Perhaps they just want permission and then can change their minds at a later date?? Why are the drawings of the industrial units in detail and not the houses or Care Home?
- Most objections are regarding the Avenue but we must object to all highways issues;
- We need to chase both District Councillors and our County Councillor to ask them to submit comments. We have had 2 public meetings with lots of objections. Over 80 residents attended
- The old pond is not on all plans but it is not thought it is there any more. Has it been filled in, resulting in flooding further down and what has happened to the toads?
- It is outside physical limits boundary.

- We need to look at the infrastructure issues for the whole area: schools, hospitals, doctors – it is not sustainable. If the application comes to committee hearing some villagers want to organise a demonstration outside the SCDC offices.
  - In conclusion, Council agreed to state an opinion of **objection** to the application.
  - The Clerk was asked to draft a letter in conjunction with Cllrs Smith and Jones and then send to all other Councillors for review.
- b. DC/17/2839/OUT - Outline Planning Application for 3x single-storey bungalow dwellings at Land To The Rear Of Woodcroft, Yarmouth Road, Ufford – The following comments were noted from Councillors:
- This is opposite Hill Farm. There is a large bank and the bungalows will be high.
  - No more houses/properties are needed; this is over development again.
  - The photograph of the road in the plans makes the road look flat
  - Woodcroft is now two houses and they have issues getting out on to road
  - This is outside the physical limits; when permission is granted does the physical limit boundary move?
  - Reports on traffic movement are compared to places in Yorkshire and Staffordshire and are not relevant to Ufford.
  - Justifications are completely wrong – no traffic survey has been done.
  - The double white lines in centre of the road at this location mean cars exiting *have* to turn left (even if they want to turn right) and then find a place to do a U turn! Similarly, traffic cannot turn in to this location if travelling north, they must approach in a southerly direction.
  - Need to ask for District Councillors to assist.
  - In conclusion, Council agreed to state an opinion of **objection** to the application.
  - The Clerk agreed to draft a letter and send to all for review
- c. Planning Appeal Notification – APP/049/2017 re DC/16/4730/OUT – Part Land North of Hill Farm, High Street, Ufford – The following comments were noted from Councillors:
- Double white lines (as above) is also an issue here and need to be mentioned to the inspector
  - We need to go back over our original comments and quote the planning officers comments
  - In conclusion, Council agreed to reiterate their opinion of **objecting** to the application.

Action: Clerk

**6. To acknowledge previous months list of SCDC Planning decisions and to discuss any other planning matters.**

The details of the Planning decisions made during June 2017, which affect properties in Ufford, had been previously circulated (full list available from Clerk). The following additional comments were made on planning matters:

- Lodge Road – Cllr. Jones reported that still no decision had been made. The appeal was held on 29<sup>th</sup> November 2016 and on 17<sup>th</sup> June 2017, SCDC stated their housing supply was at 7.1 years.

**7. Woodland/Recreation Ground:**

- a. To discuss any further matters relating to the proposed BMX Style Track – The Clerk confirmed to Council that the RoSPA inspection had taken place and in the light of the report the Insurance costs had been set at £224.00 per annum. After consultation with Cllr. Jones the Clerk had asked for the insurance to be initiated with immediate effect.

It was agreed that the BMX Riders needed to form the club themselves, with assistance from the Clerk and Cllrs. Hawthorne and Ling. They need to police it and set the rules. Once established, the club would be run entirely by the committee with little input from the Council.

There are lots of photographs in the RoSPA report and we need to ensure the track stays the same. It is important that all recommendations from the RoSPA inspector are carried out.

One or two clear substantial notices are required to make it clear the track is only to be used by members.

It was agreed that the Clerk and Cllrs. Hawthorne and Ling would meet with the 2 contacts on Wednesday 19<sup>th</sup> July to establish the club and get the rules set up. It was suggested that all alterations would need to be complete and the club fully established by 1<sup>st</sup> October in order that a full year's insurance can then be paid. The Parish Council may consider giving the committee a grant to help towards the insurance but they must have a process for finding the majority of it.

The annual RoSPA inspection needs to be added on to the Play Park inspection and weekly inspections of the track must be carried out by the club members, and recorded.

- b. To ratify purchase of two picnic tables for the Play Park – The Clerk advised that one of the original tables had been destroyed by vandals (with another past repair) and that, following e-mail consultation with all Councillors, two new tables had been purchased from Realise Futures. Cllr. Foskett reported that these were now in place and were very welcome by park users. They had been stencilled with the words 'Ufford PC'.

Councillors commented that the Play Park is being very well used and apart from a small incident with a young man parking his car next to the MUGA, all the facilities were being respected.

Action: Clerk

**8. Highways – To discuss the traffic survey commissioned by SCC Highways on Yarmouth Road and subsequent comments from a local resident:**

The Clerk confirmed that SCC had carried out a Highways survey in Yarmouth Road that had indicated that the average speed of traffic was 29mph. However, this had been set for north bound traffic, just after the junction and it was felt many vehicles would have been travelling slowly at this point. A further survey, of south bound traffic was now planned by SCC.

It was felt that speeding cars create a domino effect as people keep up with the driver in front. The use of the current speed indicator posts was discussed but discounted when it was realised they were solar powered.

The Clerk reported she had received reports of speeding farm vehicles through Lower Ufford and agreed to contact the local farmers to ask them to obey the 25mph speed limit and drive to the road conditions.

The Clerk also confirmed she had spoken at length to Mr David Chenery (SCC Highways) who had confirmed changes in the way Highways were structured. He would be returning to a role in Highways Safety whilst our local contact was likely to be Tony Buckingham. The Saxmundham office was closing and all staff would be based in Ipswich, covering the east half of Suffolk.

Councillors discussed the impending closure of the High Street for 4 weeks and it was agreed that all residents should be encouraged to monitor the situation and report any issues to the Clerk. The Clerk was asked to request the repainting of the white lines at the bottom of the Avenue and the "SLOW" sign in Barrack road.

The Clerk reported that the re-opened entrance to Crown Nursery *does* require planning permission (according to SCC Highways). It was felt this needed to be referred to in our letter with reference to the new proposed development.

Cllr Jones reported that a meeting with Ben Chester from SCC Highways had taken place. He has submitted a response with reference to the Crown Nursery development but his letter contained a few mistakes (he has confused the Avenue and Yarmouth Road). The Caravan Park had also been discussed and he agreed to look in to how the SCC response was reached. The Clerk was asked to speak to Ben about the small errors in his letter and ask if there was any response regarding the Caravan Site application.

Action: Clerk

## 9. Finance Matters:

### a. To review and authorise the Accounts as at 30<sup>th</sup> June 2017:

The accounts for the month to 30<sup>th</sup> June 2017 had been circulated to all and were agreed to be accurate. Cllr. Edworthy agreed to check the bank statements.

### b. Accounts for Payment:

i.	J Hallett (Salary + Office & mileage expenses)	£578.37
ii.	SCC Pension Fund (Clerk's pension)	£163.77
iii.	D Bracey (BMX Inspection)	£120.00
iv.	A & J Lighting Solutions (6 months maintenance payment)	£132.00
v.	E-On (Street Light electricity)	£121.85
vi.	Ufford Community Hall (3 x Hall charges)	£48.00
vii.	Came and Company (Insurance)	£52.16
viii.	Realise Futures (2 x Picnic Tables) – From Play Park Acc	£505.08

The above payments were proposed by Cllr. Ling, seconded by Cllr. Hawthorne and all Councillors were in agreement that they be paid. The cheques were signed by Cllrs. Edworthy and Hawthorne.

### c. To note Payments made since last meeting:

- i. None

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Chairman's initials.....

d. To note Payments received since last meeting:

- i. None

Action: Clerk

**10. To receive Clerk's report and items arising from last minutes not covered elsewhere, to include:**

- a. To receive reports on meetings attended by Councillors – The following meetings had been attended:
  - Highways meeting – *report above*
- b. Parish Review – To discuss whether to use the free version of Survey Monkey or to pay for a few month's use (approx. £29 per month) – After discussion it was agreed to use the 'Standard' option offered by Survey Monkey, for 3 months. The Clerk was asked to find out if it was possible to pay by cheque. Cllr. Hawthorne reported that a few surveys were completed at the Gardening Club Show. It was also agreed that the Gardening Club's show was best held in its present location and perhaps the PC could hold a 'Surgery' each year.
- c. To discuss the August meeting and whether it is necessary to hold one – After discussion it was agreed only to hold an August meeting if planning matters arose.
- d. Woodbridge Football Club – Councillors had heard that Hopkins Homes have to purchase the land that WTFC currently use by September 2017 and provide new facilities by the end of 2019.
- e. Footpath near Sogenhoe Chapel – The Clerk was asked to report the poor state of the path alongside the Yarmouth Road to the Chapel and on past to the farm.
- f. Clapper Path – It was agreed to monitor this path to ensure the new development did not obstruct it.
- g. Maintenance – Cllr. Skinner reported no progress had been made on painting the telephone box

Action: Clerk

**11. Documentation – To approve revised Publication Scheme (July 2017) – *sent to Councillors on 29<sup>th</sup> June 2017:***

The Clerk confirmed that no comments had been received on her draft Publication Scheme (July 2017) and that there had only been a very small change from the July 2016 version.

The new document was proposed by Cllr. Ling, seconded by Cllr. Edworthy and all were in favour that it be adopted. The document was signed by Cllr. Foskett and the Clerk and the Clerk agreed to publish on the web site.

Action: Clerk

**12. To receive agenda items for the next meeting and agree date of the Next Meeting:**

- SPS membership

The date of the next meeting was confirmed as **Tuesday 19<sup>th</sup> September 2017** (unless an August meeting is necessary), at St Mary's Church Hall, Church Lane, Ufford.

The meeting was closed at 8.50pm

Signed: .....

Chairman (G Foskett)

Date: .....

*Judi Hallett*

Clerk to Ufford Parish Council

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*Chairman's initials.....*