

Minutes of Ufford Parish Council Meeting

Held on 19th March 2019 ~ 7.15pm

The Community Hall, The Avenue, Ufford

Present

Cllr. Kathryn Jones (*Chair*)
Cllr. Guy Foskett
Cllr. Nigel Smith

Cllr. Keith Bennett
Cllr. Jane Hawthorne

Cllr. Pat Edworthy
Cllr. John Skinner

Judi Hallett (Clerk)

Dist. Cllr. James Bidwell

1 member of the public

1. To receive Apologies for absence:

Apologies for absence had been received from Cllr. Nick Crocker (holiday), Cllr. David Pearce (family commitments) and Cnty. Cllr. Alexander Nicoll. These were noted.

The Clerk informed Council that Cllr. Tracey Coxall had resigned and that a message of thanks for all her work had been sent.

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

No declarations of interest were declared.

3. Public Session:

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

- Highways Issues – Footpath from Hill Farm to Wickham Market not deemed in bad enough condition by SCC but resident will keep pushing as it is very narrow.

b) Reports or comment from SCDC and SCC Councillors:

- **Cnty. Cllr. Alexander Nicoll** – No report had been submitted
- **Dist. Cllr. James Bidwell** – Cllr. Bidwell reported on the following items: East Suffolk Go-To Employment Service; Private Sector Housing Strategy (with external funding); Election 2019; CIL - £4.5m collected, £2.1m distributed so far to projects with 15% going automatically to Town and Parish Councils; Women's Cycle Tour 2019 starting in Suffolk; Broadband improvements.
- **Dist. Cllr. Jane Day** – No report had been submitted

Action: Clerk

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

a) DC/19/0633/FUL – Alteration and Extension to West Cottage, Lower St, Ufford. Councillors made the following comments:

- Very little difference from the previous plans
- Windows are an improvement
- **Conclusion: No objection** - Clerk to send comments straight to SCDC

Chairman's initials.....

- b) DC/19/0670/FUL - To remove existing clay tile cladding and dormer windows. To replace with larch board cladding. To remove existing red clay roof tiles and replace with grey slate. To render remaining exposed brickwork - Copperswood, Ufford Place, Ufford – Councillors made the following comments:
- Pictures provided to show type of finish
 - Similar designs elsewhere in the village
 - **Conclusion: No objection** - Clerk to send comments straight to SCDC.
- c) DC/19/0959/TPO - Oak (T1) - Reduce by 90% due to excessive dead wood at Parklands Wood, The Avenue, Ufford – Councillors made the following comments:
- No objection to the work, report shows work is necessary
 - **Conclusion: Support** - Clerk to send comments straight to SCDC
- d) DC/19/0936/FUL - Proposed residential Dwelling - Crown Nurseries High Street, Ufford – Councillors made the following comments:
- Plot at the end of the present development
 - Previous plans showed a very large, 6 bedroom house but this application is for a much smaller, 4 bedroom dwelling and not going to affect anyone
 - Aside Comment – the lane in to the Goldsmiths development is called Nursery Lane, UPC were never consulted on this
 - **Conclusion: No objection** - Clerk to send comments straight to SCDC.
- e) DC/19/0993/FUL – Construction of an enlarged dormer window on side roof – High Croft, Byng Hall Road, Ufford – Councillors made the following comments:
- Location explained by Cllr. Jones
 - On the back of the property and is very small alteration
 - **Conclusion: No objection** - Clerk to send comments straight to SCDC.

Action: Clerk

5. To acknowledge previous months list of SCDC Planning decisions and to discuss any other planning matters to include:

The details of the Planning decisions made during February 2019, which affect properties in Ufford, had been previously circulated (full list available from Clerk). The following additional comments were made on planning matters:

- a) To discuss response to the Draft Wickham Market Neighbourhood Plan – It was agreed that the Clerk's draft response included all points previously made and she was asked to submit it. There was apparently concern among WM residents that the Sizewell Park and Ride site might be used for other purposes once the project was completed but it was felt this was not the correct place to comment upon that. Councillors also raised concerns at the large number of houses planned for Pettistree, but again it was not felt appropriate to include comments about this in the response.
- b) To discuss kerb stones outside Fairlawn (DC/15/3123/FUL) – Councillors discussed the location of new kerb stones outside Fairlawn in School Lane. The Clerk was asked to check with SCC Highways if they were in the correct place.

Chairman's initials.....

- c) APP/J3530/W/18/3213216 (Crown Nursery) – Cllr. Jones advised Council that the appeal on the Crown Nursery Site refusal has been withdrawn. This was confirmed by a letter received from the Planning Inspectorate and Councillors were delighted. The Clerk was asked to place the news on PUNCHLine and to thank everyone for their hard work.
- d) Outstanding appeals – Cllr. Jones confirmed that no decisions had been made on any other appeals

Action: Clerk

6. To agree Minutes of meetings dated 19th February 2019:

The minutes of the Full Council meeting dated 19th February 2019 were proposed as a true record by Cllr. Skinner, seconded by Cllr. Hawthorne and all Councillors were in agreement that they be signed.

Action: Clerk

7. Clerk's Update on Previous Minutes and Actions: The Clerk declared the following statements:

- a) An update on the complaint to SCDC – the Clerk reported that an acknowledgement of the Parish Council's complaint to SCDC had been received and comments from the respondent were awaited.
- b) Cemetery – Proposed meeting with William Notcutt in late March – The Clerk reported that a meeting with Mr Notcutt was planned for Tuesday 26 March (to be attended by herself and Cllr. Jones).
- c) Parish Hall Hearing Loop – A letter of thanks had been received from St Mary's PCC for the grant towards the cost of repairing the Hearing Loop

Action: Clerk

8. Community Resource Locker – To receive an update from the Clerk and Cllr. Crocker:

The Clerk reported that the Gardening Club had decided they did not wish to be able to store items within the locker and so the locker already identified would be sufficient. Cllrs Foskett, Skinner and Hawthorne agreed to work with the Clerk to find a suitable location for it and to decide the type of base.

Action: Clerk and Cllrs. Foskett, Skinner and Hawthorne

9. Working with Neighbouring Parishes – To discuss working with neighbouring parishes (such as Eyke, Campsea Ashe, Melton, Pettistree, etc.) on common issues such as highways matters:

After discussion it was agreed not to pursue this item until contact was made from the other parishes.

Chairman's initials.....

10. Sizewell

- a) To finalise letter covering the remaining points in the Stage 3 Consultation – A draft letter had been circulated and the following additional points were made:
- Reference should be made again to the footpath issue, pointing out the usage inaccuracies, the number of objections (almost 200 to date), 41 residents attending a meeting in the pub and 35 attendees to the UPC meeting.
 - Concerns may be raised about the traffic impact when the Orwell Bridge is closed!
 - Councillors felt disappointed with acknowledgements from EDF during the consultation period; it was felt 'Consultation' was supposed to be a discussion rather than only one way.
 - It is not clear what the background is on the closure of the crossings, whether it is EDF or NR lead
 - There was also concern at the potential speed of freight trains, reportedly not slowing for Melton level crossing.
 - There is still doubt if project will go ahead and already a lot of money has been spent on it

The Clerk was asked to re-draft the letter and distribute for final approval before sending off.

The Clerk had circulated a letter from Messrs Thomas and Findley, sent to Cllr. Nicholl and this should be referenced in the final UPC letter. It was also acknowledged that Tom McGarry (representative of EDF who had attended a Q&A session before the meeting), was aware of all objections raised to the proposed closure of the footpath.

Action: Clerk

11. Highways:

- a) To discuss suggestion from a resident that a chicane is installed at either end of the High Street to slow traffic – Councillors discussed the idea of a chicane at each end of the High Street but felt the gap between the two would still allow vehicles to exceed 30mph along the High Street. It was acknowledged that there were lots around country but it was also felt they would result in cars being stationary and then causing worse pollution when they moved off again. It was however felt that another SID along the road might work well. The Clerk was asked to advise the requestor to come to April meeting to discuss issues with Cllr. Mary Evans.
- b) To discuss concern from a local resident at speeding drivers on all of Ufford's Roads and overhanging hedges in School Lane and what measures can be taken – With reference to the hedge outside The Oaks development in School Lane, this was thought to be Highways land and the Clerk was asked to report it being overgrown. It was however feared that if all hedges were cut back it may make people drive faster. The Clerk explained how the Community Speed Watch worked in Hollesley and Tunstall. It was suggested the Clerk pass this information on to the requestor and suggest that he perhaps seek volunteers to set up a group. The Clerk was also asked to advise the requestor to come to April meeting to discuss issues with Cllr. Mary Evans.

Action: Clerk

12. Recreation Ground and Parklands Woods:

- a) To discuss quotations to reduce dead Oak Tree in Parklands Wood by 90% - Cllr. Hawthorne gave a comprehensive report on the situation of a large dead Oak Tree in Parklands Wood and details of a report carried out by IBC in which felling was recommended. After discussion Councillors proposed to use Joel Stone from Peninsula Forestry to fell the tree (by way of winch) and Mr Kevin Ross to cut up the wood and sell (netting approx. £100 for the Parish Council). This was proposed by Cllr. Foskett, seconded by Cllr. Jones and all Councillors were in agreement. The Clerk asked to see the PL Insurance Certificate from Peninsula Forestry before the work was carried out.
- b) To receive update on Boules Terrain – Cllr. Skinner reported that the court was complete but that the surrounding area was extremely messy. It was felt little could be done until the ground dried out and that the grass would regrow. Cllr. Skinner agreed to level and seed the area around the court. The Clerk was asked to advertise the Court on Punchline and to organise an official opening later in the year. For the record, it was noted that this expenditure be approved.
- c) To discuss Suffolk Day and possible event in the Woodlands – There was unfortunately little enthusiasm for this event so it was decided not to pursue it.
- d) To discuss request to use the Woodlands as a Forest School – After discussion it was agreed that Ms Lowry could run 2 trial sessions in Parklands Wood; under the following conditions:
- No fires under any circumstances
 - No access to the toilets in the Community Centre
 - 2 Hours maximum each session
 - Insurance Certificates must be passed to the Clerk before any session
 - No sessions on a Monday
 - Dates and Times to be agreed with Cllr. Hawthorne (Clerk to pass details on)
- e) Redwood Tree – Cllr. Smith reported that the large Redwood behind Redwood Terrace was showing some concerning signs of possible disease. Cllr. Hawthorne agreed to ask Mr Joel Stone (Peninsula Forestry) to look at it.
- f) Picnic Bench – Cllr. Edworthy reported that the picnic table at the Play Park keeps being moved but Councillors felt it should not be bolted down so the matter be monitored for the time being.

Action: Clerk and Cllr. Hawthorne

13. Finance Matters:

- a) To review and authorise Accounts as at 28th February 2019:

The monthly accounts had been sent to all Councillors. Cllr. Smith agreed to check the bank statements.

Chairman's initials.....

b) To authorise the following Invoices for Payment:

i. J Hallett (Salary + Office & mileage expenses)	£559.13
ii. SALC (6 Months Payroll)	£54.00
iii. Moyses Surfacing (Boules Terrain)	£3,540.00

The above payments were proposed by Cllr. Jones, 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. SCC Pension Fund (Clerk's pension)	£167.03
ii. Local Council Public Advisory Service (Annual Subs and re-draw of cheque)	£160.00

d) To note Payments received since last meeting:

i. Cllr. Bidwell (Enabling Communities Grant)	£1,000.00
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Action: Clerk

14. Documentation – To agree and adopt or acknowledge review of the following:

- a) Suffolk Code of Conduct (2014) – to acknowledge review
- b) Risk Assessment (Financial) 2019 – sent to Councillors on 6th March 2019
- c) Risk Assessment (Non-Financial) 2019 – sent to Councillors on 6th March 2019

All Councillors present acknowledged they had reviewed the Code of Conduct.

Adoption of items b) and c) was proposed by Cllr. Skinner, seconded by Cllr. Smith and all Councillors were in agreement. The Clerk was asked to publish the new documents on the web site.

Action: Clerk

15. To receive reports on meetings attended on behalf of the Council and to discuss:

- SCDC Meeting to celebrate 45 Years of the Council – not really relevant for Parish Councillors but perhaps interesting for Officers

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

- Ufford New Cemetery
- Cllr. Smith asked if Cllr. Evans could be asked why all 'cats eyes' in the County are being removed from roads.

The date of the next meeting was confirmed as **Tuesday 16th April 2019** at The Parish Hall, Church Lane, Ufford.

The Clerk reminded Council that the April meeting would start at 6.30pm and the first 45 minutes would be a meeting with Cllr. Mary Evans on Highways matters.

Action: Clerk

The meeting was closed at 9.06pm

Signed:

Date:

Chair: Cllr. Kathryn M Jones

Judi Hallett

Clerk to Ufford Parish Council