

Minutes of Ufford Parish Council Meeting

Held on 16th July 2019 ~ 7.00pm

The Parish Hall, Church Lane, Ufford

Present

Cllr. Kathryn Jones (*Chair*)

Cllr. Keith Bennett

Cllr. Nick Crocker

Cllr. David Findley

Cllr. Guy Foskett

Cllr. Jane Hawthorne

Cllr. Ashley O'Malley

Cllr. David Pearce

Cllr. John Skinner

Judi Hallett (Clerk)

Cnty Cllr. Alexander Nicoll

Two members of the public

1. To receive Apologies for absence:

Apologies for absence had been received from Cllr. Stephen Mayhew (away) and Cllr. Pat Edworthy (family commitment). These were noted.

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 only) - The Chair received these comments during item 4(c):

- DC/19/2694/DRC – Accident about a year ago, at exactly the site of Entrance B, might be worth raising. *We cannot take away the permission but what we can do is question the discharge of the conditions. We can speak to Highways about our opinions and that may assist them.* The only safe way I can see is if the whole area is a roundabout, I can't see how another exit can be added to that junction. The slip road is used at a fast speed as there is good visibility so drivers are not going slowly; they may then meet a towed and slow vehicle and there will inevitably be an accident. *Highways did not seem to assess Entrance B in their previous comments.* We hear car horns all the time. Doesn't matter if it is an entrance or an exit as both are dangerous. But what can we do? *Do write in to planning officers.*
- DC/19/2694/DRC –
 - Entrance B was never a gated access, it has not been in use, and it was a small entrance gate for ponies, never any vehicle access before. That access is not owned by the owner of the Caravan Site, the land is owned by ESC and was bought some years ago to ensure good visibility on that junction. The gated access talks about it being electronically controlled from office which is nowhere near the gate so cars may be queuing on the road to get in. When exiting you would have to turn left. When coming off the A12 people may try to do a U-turn to get back to the site. Highways never gave permission for this entrance.

Chairman's initials.....

- Entrance A – They claim they have cut hedge, when first cut it was OK but now it is back up and tall. They have not moved road signs and there are electricity and BT poles that affect the visibility splays. As you exit Old Bredfield Road on to Yarmouth Road there is a bus stop on your right, one of the conditions was that visibility was improved here but the applicants don't own the land where the bus shelter is so they can't improve it. The bus stop is on Notcutts land and they were asked to move fence back to improve visibility but they may move it back again if that site is developed at a later stage, ESC own the bus shelter but Notcutts still own the land and could try to claim the corner back again.
- Visibility splays along B1438 are very bad. Both entrances are compromised.
- There was a requirement to do an archaeological survey, it was strange they never found the graves that are known to have been on the site (confirmed by ex-workers who remember moving grave stones).
- There is a covenant on the land close to the triangle that says they can't build below the highway. The Waste Sewage plant breaks this covenant (but would this be a planning matter?)
- Some conditions can't be discharged as land is not in control of applicant. All items need to be raised with SCC Highways and ESC Planning.
- UPC did complain about the process but it was never properly resolved.
- On the plan with pink shaded area [copy held by Clerk] the land was sold to ESC, to increase visibility, there is no evidence of a right of access over this land.

b) Reports or comment from SCDC and SCC Councillors:

- **Dist. Cllr. Carol Poulter** – Cllr. Poulter's report had been circulated
- **Cnty. Cllr. Alexander Nicoll** – Cllr. Nicoll reported on the following items:
 - **Caravan Application** - Mark Ash (in Highways Dept.) is interested in process issues so we need to keep Cllr. Nicoll posted; he is supportive of views around unsustainable development in the village. All comments need to be collated and sent in. Might be worth having a meeting with David Ritchie (Cabinet Member ESC with responsibility for Planning), one of the new County Councillors.
 - Currently dealing with a **large planning application in Melton** (Carter/ Warburg Site) that will cause further issues at the Melton Crossroads.
 - **Sizewell Stage 4 Consultation** – up and running, many questions not answered yet, EDF have had ample chance to make a case for the power station but have failed to do so, some traffic surveys have proven inaccurate, issues already raised need to be raised again, Joint SCC and ESC meeting this week, last chance to get comments in.
 - *Q. We are discussing the Ipswich Northern Route later* – my views are that the land is precious, it might relieve a bit of traffic but the rural communities are going to pay for it, the case is not made yet, the roads are already gridlocked and Martlesham's 2,000 houses are not built yet. *Q. What is your proposal to solve the gridlock?* I am opposed to the amount development and to the lack of facilities on large estates.

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

- a) DC/19/2455/VOC – Variation of Condition No 1 of DC/18/2090/VOC etc....– Part of Land at Crown Nurseries, High Street, Ufford. Councillors made the following comments:
- The application will only produce the same result as has already been approved.
 - **Conclusion: No objection** – The Clerk was asked to send comments directly to ESC
- b) DC/19/2475/FUL - Construction of a single storey rear extension - Meadowbank, East Lane, Ufford. Councillors made the following comments:
- Quite small, not visible from road or footpath (possibly in winter but well set back)
 - Infill rather than an extension
 - **Conclusion: No objection** – The Clerk was asked to send comments directly to ESC.
- c) DC/19/2694/DRC - Discharge of Condition Nos. 3 to 8 of DC/16/1034/FUL - Proposed development of land to create a caravan park and mobile homes for the purpose of tourism - Access details and visibility splays - Land Adjoining The Orchards, Old Bredfield Road, Ufford. Councillors made the following comments:
- The Chair gave the history of site to put events in to context for the new Councillors:
 - Mar 2016 application for caravan site submitted, argument for tourism, site plan showed two entrances (but only one on to Old Bredfield Road was ever considered by Highways), 28 objections from residents, PC wrote a detailed objection, Highways objected, the plans were revised (but not properly notified to UPC), Highways objected to access again and always talking about access on to the Old Bredfield Road, further revision, Highways accepted but with conditions, ESC were minded to give permission, UPC asked for it to go to Committee, but despite our request it was approved under delegated powers, 13th Oct 2016 permission was granted and many of the conditions were quoted from Highways letter
 - All roads in the area have the same name and this causes confusion. We will describe them as:
 - Old Bredfield Road
 - B1438 Yarmouth Road
 - Slip Road to A12
 - During application we complained about both entrances, as did others; Highways never considered entrance B (then called Entrance 2), it was never mentioned, it seemed as if it was not seen; permission was all given on Entrance A (then called Entrance 1).
 - Towed vehicles are very slow and overhang when turning
 - Seems both entrances could be an 'entrance' and/or an 'exit' – it is not defined
 - If the conditions cannot be discharged then the development can't proceed
 - Many other reasons for objecting were given by UPC originally
 - They describe 1.8 m high metal gates, these would be at home on an industrial park but not a farm entrance, and they are not going to look attractive.
 - The timber fence/wall, only 900 mm
 - We need to organise a site visit with Highways officers – *Clerk to organise* - Need to have an exhaustive list of issues for the site visit
 - Is there a case for a re-examination of the whole thing? Worth having a conversation with Cllr. Poulter and Officers, however, the whole application is in a holding situation at present and will not move on until the conditions are discharged
 - We need to object to ESC allowing land to be used for a purpose it was not originally bought for, at Entrance B

- **Conclusion: strong objection on the grounds above** – The Clerk was asked to draft a letter and distribute for comments

Action: Clerk

Two further planning matters were brought to the attention of the Councillors:

- Melton Development at The Warburg side of Carter/Warburg site in Melton Neighbourhood Plan (with entrance through St Andrew's Place) – the Clerk was asked to send the details to Councillors. After discussion it was agreed that the Clerk should respond quoting the following items:
 - Knock on traffic affects at Melton Crossroads
 - Lack of school places for primary and secondary children
 - Lack of access to healthcare facilities in the area
 - Added pollution at Primary school and
 - Major congestion through St Andrew's Place and on to Station Road will result in drivers turning north and driving through Ufford to access the A12
- Former East Suffolk Council Offices in Melton – application has been resubmitted but with little change (*the 'cheese wedges' are back again*). It was felt there was no time to respond as a Council but individuals were encouraged to write in and also copy Cllr. David Ritchie, as well as Case Officer.

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 June 2019, which affect properties in Ufford, had been previously circulated (full list available from Clerk).

- Discussion on the Ipswich Northern Route Consultation – Cllr Jones had attended an exhibition and a document from this was displayed. The proposals included three possible routes, with additional alternative access points for most of the three. The longest route would join the roundabout at top of Woods Lane and the A140, the middle route will join the A12 near Seckford Hall Golf Course or near Dobbies and the third road (really an outer road for Ipswich), would come in at Kesgrave Hall (the Park and Ride would be moved) or in to the valley. After discussion on the various routes it was decided that Councillors should respond as individuals as opinions differed as to the merits of each route.
- Rendlesham application for 75 houses - this had been refused and interestingly the reasons for refusal did not mention the Rendlesham Neighbourhood Plan
- Bredfield Neighbourhood Plan – this had been sent to all and it was decided Councillors should respond as individuals due to the tight timescales.

6. To agree Minutes of meetings dated 18th June 2019:

The minutes of the Full Council meeting dated 18th June 2019 were proposed as a true record by Cllr. Bennett, seconded by Cllr. Foskett and all Councillors were in agreement that they be signed.

Action: Clerk

Chairman's initials.....

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

- a) Community Resource Locker Update – Mr Rust had agreed to look at the job and a site meeting was arranged for next Tuesday.
- b) Land at the Top of Church Lane – Receipt of the letter had now been acknowledged and the Parish Council could continue to maintain the land for the benefit of residents and road safety.
- c) Maintenance – The Clerk reported that it was becoming difficult to engage with a Maintenance person as all were very busy. She suggested she place an article on the PUNCHLine and in the PUNCH and this was agreed. It was also suggested that a formal maintenance company might be approached if another person could not be found.

Action: Clerk

8. Ufford Charities - To appoint Mr David Levett as UPC Representative Trustee to the Ufford Charities:

The Clerk, as Clerk to the Ufford Charities, explained how the appointment of Trustees worked and the situation that Mr Levett had not been re-appointed for many years. Mr Levett's appointment, for a further 4 years, was proposed by Cllr. Jones, seconded by Cllr. Hawthorne and all Councillors were in agreement. The Clerk was asked to write to the charity to confirm the appointment.

Action: Clerk

9. Ufford New Cemetery – To revisit project and discuss options:

All avenues seem now to have been exhausted (Mr Rolph had not returned mails regarding a piece of his land near Sogenhoe Chapel, the Strawberry Hill/Fields site was deemed not suitable by ESC and the fields around 'Cambrai' were very sloping and outside the village core)

It was suggested the situation was explained to Father Paul and the subject re-visited if a parcel of land became available. Cllr. Jones agreed to speak to Father Paul.

Action: Cllr. Jones

10. Highways and Footpaths

- a) To receive update on the new Footpath Volunteer Working Party – Cllr. Findley was thanked for his latest Footpaths report. He further reported on the progress of the Working Party. The team of four (Cllrs. Bennett, Mayhew and himself with Mr Thomas) met with Martin Williams (SCC Rights of Way Officer). During a 2 hours session there was a health and safety briefing, assessment of PPE and an assessment of skills, which all participants passed. Future projects will include Clapper Path and a number of other sites to be cleared of debris; the Working Party will meet 3 or 4 times a year. The equipment was all stored securely and Cllr. Findley agreed to supply the details so that it could be added to the Asset Register. The Clerk was asked to chase the restoration work agreed by SCC to Clapper Path and Cllr. Hawthorne agreed to supply details of the equipment used by the FofPWG, also to be added to the Asset Register.

Chairman's initials.....

- b) To receive update on the land at the top of Church Lane – A report had been given in 7. b)
- c) To discuss requesting SCC Highways to paint more lines at junction of The Avenue at village sign – Cllr. Jones gave details of poor road markings at the bottom of the Avenue which resulted in confusion over who has right of way. The Clerk agreed to report this to SCC Highways, with a map showing a possible solution.

Action: Clerk

11. Recreation Ground and Parklands Woods:

- a) To receive update on the Sequoia (Redwood) in Parklands Wood – Councillors discussed the explanation given by Eastwood Tree Services for the ‘scoring’ of the large section of the Sequoia. After discussion it was agreed that the invoice should be paid in full.
- b) To discuss Play Park Inspection Rota and attendance on a course – The role of the Weekly Visual Inspector was explained to all and Cllr O’Malley agreed to join the team (making 5 in total). Cllr. Findley agreed to liaise with Cllr. O’Malley to carry out the first inspection jointly and the Clerk agreed to draw up a new rota for the next 18 months. The Clerk was also asked to send links to any inspection training material that could be found on line.
- c) To receive update on the fence and seating around the Boules Terrain – It was firstly agreed that a fence at 900mm high was appropriate. The three quotations received were assessed and it was agreed to use Swann’s Nursery as the supplier. The Clerk advised that the ‘Ufford Recreation Sports and Social Club’ had made a donation of £1,000 towards benches for the site. It was proposed by Cllr. Pearce that the Clerk and Cllr. Skinner ask Swann’s to expand their quote to include the supply and installation of three benches along with the fence. Once the total cost was obtained the remaining funds would be sought from Cllr. Poulter’s Enabling Communities budget. Cllr. Jones seconded this and all Councillors were in agreement.

It was agreed to suspend Standing Orders and continue the meeting for a further 30 minutes maximum

- d) To receive update on financial support for management of the Woodlands – Cllr. Hawthorne explained that, at present, any funds from the sale of wood go directly to the FofPWG to help with running costs (fuel, maintenance of equipment, etc.). However, in future it was proposed that these funds go directly to the Parish Council and that the FofPWG will have a sum allocated in the UPC Budget for their running costs. This was agreed by all Councillors.

Cllr. Hawthorne and the Clerk further reported on the progress of the Lottery Grant application, which they hope to submit in August.

- e) To discuss quotes for the removal of the dead Elm Tree behind Redwood Terrace – Three quotes for this work had been obtained. After discussion it was agreed to use Suffolk Treescape. This was proposed by Cllr. Jones, seconded by Cllr. Foskett and all were in agreement. The Clerk was asked to obtain proof of Public Liability Insurance and then to instruct the work to go ahead.

Action: Clerk and Cllrs. Hawthorne and Skinner

Chairman’s initials.....

12. Finance Matters:

a) To receive accounts for June 2019 and inspect the Bank Statements:

The Accounts to 30th June had been sent to all and there were no questions. Cllr. Foskett agreed to examine the Bank Statement.

b) To authorise the following Invoices for Payment:

I.	J Hallett (Salary + Office & mileage expenses)	£560.17
II.	SCC Pension Fund (Clerk's pension)	£171.11
III.	E-On (3 Months Street Light Electricity)	£170.98
IV.	D Findley (Footpaths Working Party Equipment)	£944.09

The above payments were proposed by Cllr. Jones, seconded by Cllr. O'Malley and all Councillors were in agreement that they be paid. The cheques were signed by Cllrs Bennett and Skinner.

The cheque for Eastwood Tree Service (from June) was signed in light of the discussion at item 11.

a). The Clerk confirmed the recent changes to the authorised signatories had now been completed.

c) To note Payments made since last meeting:

- i. None

d) To note Payments received since last meeting:

- i. None

Action: Clerk

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

- Highways Training – The Clerk – The Clerk reported that she had attended the official training for the new SCC Highways Community Self Help Scheme. A full report had been sent to Councillors and a follow-up session, with SCC Highways officers, was planned for early August.

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

- Possibly Bus timetables

The date of the next meeting was confirmed as **Tuesday 17th September 2019** at The Parish Hall, Church Lane, Ufford. A meeting would be convened in August, only if an urgent matter or a planning application made it necessary.

Action: Clerk

The meeting was closed at 9.25pm

Signed:

Date:

Chair: Cllr. Kathryn M Jones

Judi Hallett
Clerk to Ufford Parish Council

Chairman's initials.....