

Minutes of Ufford Parish Council Meeting
Held on 14th December 2016 ~ 7.00pm
Ufford Community Hall, The Avenue, Ufford

Present

Cllr. Guy Foskett (Chair)	Cllr. Karl Mallett	Cllr. John Skinner
Cllr. Nick Crocker	Cllr. Nigel Smith	Cllr. Pat Edworthy
Cllr. David Pearce	Cllr. Jane Hawthorne	

Judi Hallett (Clerk) Dist. Cllr. James Bidwell

7 Members of the public: Mr and Mrs John Waters, Mr Terry Purcell, Mr C A Moss, Mr and Mrs Adrian Smith and Mrs Gillian Cooper.

1. To receive Apologies for absence:

Apologies for absence had been received from Cllr. Kathryn Jones (Away), Cllr. Keith Bennett (Prior commitment) and Cllr. Tracey Ling (Family Commitment).

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):

- **Mr A Smith** – Re. Punch Grant – an increase this year, set out in letter, PUNCH has been improved but this has come at a cost, reserves are down and we would like to get them back up again, short term reduced run by 50 copies, there have been some one-off costs and we have now realised what costs we could incur if some volunteers were not around. [Councillors and members of the public congratulated the PUNCH team on their recent awards]
- **Mr Waters** – Re. DC/16/4949/FUL - Adjoining property, is interlocked with a 'flying freehold', development will have a big effect on us, new build is very much out of keeping, it is large, very high and very close, it will be overbearing and dominant, glass part is of concern, drainage is uncertain (virtually non-existent), it will mainly effect our front door view.
- **Mr Moss** – Re. DC/16/4949/FUL - 26 years living in the area and close to Stable Studio, many alterations to other buildings but they have all been in keeping with surrounding properties, this one is totally different, it will double the front area of the house, internal modifications are quite good.

Chairman's initials.....

b) Reports or comment from SCDC and SCC Councillors:

- Cnty. Cllr. Bond – No report had been submitted
- Dist. Cllr. Day – No report had been submitted
- Dist. Cllr. Bidwell – Reported on the following elements: Funds may be available for the PUNCH, Stable Studio plans look very domineering to the neighbouring property, Sizewell C, Local Plan, Beach Hut review, SCDC and WDC merger, Saxmundham Skate Park, Melton Riverside Car Park and Woodbridge Post Office. Cllr. Foskett asked about the procedures for deciding which planning applications go to the planning committee, as these seem to be unclear. Cllr. Bidwell indicated he was speaking to the Planning Department about procedures. Sizewell Transport suggestions: Mr Terry Purcell ask if the demolition of 2 or 3 houses at Farnham could be an option to improve this stretch of the A12, even if Sizewell C did not go ahead. It was suggested this opinion was put forward through the consultation process.

4. **To agree Minutes of Council meeting dated 15th November 2016:**

The minutes of the Full Council meeting dated 15th November 2016 were proposed as a true record by Cllr. Skinner, seconded by Cllr. Pearce and all Councillors were in agreement that they were signed.

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

- a. DC/16/4640/FUL - Single storey kitchen extension at Spion Kop, Spring Lane, Ufford – To ratify comment already sent in – The Clerk confirmed that a comment of '**No objection**' had been sent to SCDC following comments received from Councillors via e-mail.
- b. DC/16/4805/TPO - To fell: 1no. Horse Chestnut (Bleeding canker) 2no. Elm (Dutch Elm disease) 6no. Oak (Honey fungus) - The Walk, Lower Road, Ufford – Councillors made the following comments:
 - Clerk had spoken to Nicholas Newton that day and he had confirmed that he had carried out a site visit and the trees were indeed in a poor state
 - Seems to be rather drastic, would be good if trees could be replaced
 - **Conclusion: No objection** but with a request that the trees be replaced where possible
- c. DC/16/4843/ARM – Amendments to design of studio at Land Adjoining Hillside Cottage, High Street, Ufford – Councillors made the following comments:
 - Small change but it matches the rest of the building
 - Very subtle changes
 - **Conclusion: No objection**

- d. DC/16/4730/OUT - Outline Application - 13 x market and affordable single storey bungalow dwellings - Part Land North Of Hill Farm, High Street, Ufford – Councillors made the following comments:
- Reasons for objection originally still stand, there are errors (re. schools, buses and facilities) – there are only 2 buses a day that go to the Ipswich Train Station
 - Other houses in the area are not visible so not relevant
 - The planning statement is incorrect in so many ways, Ufford has had way more than agreed quota of houses
 - Highways safety is a big concern, there are no amenities in the village, SCC Highways do not seem worried about the application
 - 7 have been agreed but now they want 13 and there is a clear access road to the back of the development
 - No mention of who is going to adopt the road, 4 affordable homes have no parking provision, map in statement is for Bury St Edmunds, traffic statement is for a different county altogether
 - Each application should be taken on its own merits and reference to the previous application is irrelevant
 - Drainage is unclear but the assessment of flood risk shows the rain water will go in to the main sewage system, which is not allowed
 - Photographs taken are advantageous to the application and not clear
 - Call for a site visit as the existing wildlife will be effected
 - **Conclusion: Objection** –using previous comments plus those regarding the access road, adoption of the road, need for a site visit and lack of parking for the affordable houses
- e. DC/16/4949/FUL - Proposed creation of a 60m² two storey side extension to provide additional living and sleeping accommodation including associated internal alterations. - Stable Studio, Ufford Place, Ufford – Councillors made the following comments:
- 4 letters have already been sent in from neighbours and concerned residents
 - Very over bearing and will have an adverse effect, plans talk about opaque glass but this is just a small part of the wall. Suggest the planning officer visits the site
 - Over development of the plot, uncharacteristic of the area and not in keeping with the street scene
 - The design is extremely modern and overbearing in height and size. It just about fills an already small plot and bears no relationship to the period building or the houses around which sit in large plots
 - **Conclusion: Objection** citing all above points
- f. DC/16/4797/FUL - Erection of detached, self-contained annexe (existing outbuilding to be demolished) - Forge House, High Street, Ufford – Councillors made the following comments:
- Quite a big development for the plot with concerns over parking
 - Possibility of one set of plans already been approved but have now lapsed
 - The current building is very precarious and needs urgent attention
 - Roof line at the front aspect appears to be a little high
 - A very old property but not thought to be listed. Would be good to keep the same character
 - Suggest a restriction on it being sold as a separate dwelling or used as a holiday let.
 - **Conclusion: No objection** but with the comments.

Action: Clerk

Chairman's initials.....

6. To acknowledge previous month's list of Planning decisions and any update on the Appeal hearing for the Lodge Road proposed development.

The details of the Planning decisions made during November 2016, which affect properties in Ufford, had been previously circulated (full list available from Clerk)

Lodge Road Appeal – The Clerk reported that no further communications had been received on this subject.

7. Play Park phase II - To receive updates on quotations and designs received to date

Cllr. Skinner confirmed that 3 quotes so far have been received with various figures ranging from £22,000 to £45,000. The quotes are very different and we would have to check the quality of all companies. A site visit to existing equipment would be a good idea.

Action Play and Leisure did help us out with the Zip Wire and their work is known. Cllr. Hawthorne described the different surfaces available. The team were asked to continue to do research and report back.

Action: Play Park Team

8. Woodland/Recreation Ground:

- a. To receive an update on the creation of the Community Hall Charity and lease of building – The Clerk confirmed that Mr Roger Searle was *still* chasing solicitors for comments on the draft lease and that a second solicitor's opinion had also now been sought.
- b. To discuss boundary trees and Football club involvement – Cllr. Hawthorne described the work that has been completed by the woods group on the trees along part of the Avenue. The remaining elms along the Avenue adjacent to the leylandii that create the boundary between the road and the football ground are dead and need removing. Cllr. Foskett suggested the elms could be sold but they were not felt to be large enough. A question was raised as to who was responsible. Cllr. Foskett agreed to investigate a possible solution

Councillors asked if a letter could be set to the Football club asking for the old goals to be removed; setting a deadline of 3 months with notification that the Council would remove them after this period.

- c. Sogenhoe Chapel – Cllr. Foskett reported that Notcutts were not prepared to do anything with the fence. He asked if the woodland group could remove the vegetation from the old wire and then he would put new posts in and re-fix the wire. Cllr. Smith agreed to look at his old paperwork to see if an agreement for maintenance could be found

Action: Clerk and Cllr's Foskett and Smith

9. Finance Matters:

- a. To review and authorise Accounts as at 30th November 2016:

The accounts to 30th November 2016 had been circulated to the Councillors and Cllr. Edworthy checked the Bank Statements.

b. To discuss grant applications for 2017/2018:

A list of the grant applications had previously been passed to Councillors. Councillors made the following comments:

- The PUNCH team were reminded of funds available from both District Councillors and Cllr. Hawthorne agreed to send them details of how to apply

It was recommended to agree the requests from the Ufford Good Neighbours (£80.00), St Mary's Church Flowers (£250.00) and Ufford Gardening Club (£200.00) and agree a figure of £500.00 to the Ufford Punch, rising to £750.00 if funding was not forthcoming from the District Councillors Enabling Communities fund. This was proposed by Cllr. Foskett, seconded by Cllr. Skinner and all Councillors were in favour.

c. Accounts for Payment:

i. J Hallett (Salary + Office & mileage expenses)	£598.10*
ii. SALC (AGM Attendance for 4)	£48.00
iii. K Bennett (Mileage to SALC AGM)	£24.30
iv. Staples (Stationary)	£39.73
v. Ufford Recreation Ground and Sports Club (Hall Hire)	£112.00
vi. Tony Slattery (Maintenance)	£85.00

* - cheque dated 20th December (regular meeting date)

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

Cllr. Foskett advised that a bill for £400 would be received in the coming weeks. He and Cllr. Skinner had taken the opportunity to engage Mr Garrow Shand in removing the old bark from the Play Park Phase II area, when his work had unexpectedly been cancelled. It was accepted that this expenditure would save the Council over £5,000 which had been quoted by prospective suppliers of the new equipment.

d. To note Payments made since last meeting:

i. Royal British Legion (wreath reimbursement)	£19.00
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e. To note Payments received since last meeting:

i. Newsletter of the Year winnings	£100.00
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Action: Clerk

10. Highways:a. To receive update on White Line painting on High Street/Yarmouth Road :

- This is now complete and looks good; it is slightly different to the plans but it does seem to slow the cars down

Chairman's initials.....

11. To receive Clerk’s report and items arising from last minutes not covered elsewhere, to include:

- a. Update on the Web Site transfer to Suffolk.Cloud– the Clerk reported that the new Suffolk.cloud web site was all up and running and she would be pleased to receive suggestions for improvements/additions. Councillors suggested more pictures would be good, with perhaps an item in the PUNCH to collect them. It was also felt a link to bus timetable would be advantageous.
- b. Re-surfacing of Community Hall Car Park – Cllr. Edworthy reported that her neighbour (who runs a local tarmacadam company) had provided her with a quotation for re-surfacing the Community Hall car park of £35,673 (+ VAT), including new kerbs. Councillors agreed that this was a project for the future (after the Play Park was completed) and thanked Cllr. Edworthy.

Action: Clerk

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

There had been none

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

- Play Park Phase II

The date of the next meeting was confirmed as **Tuesday 17th January 2017**, at Ufford Community Hall, The Avenue, Ufford. The meeting was closed at 8.15pm

Signed:
Chairman (G Foskett)

Date:

Judi Hallett
Clerk to Ufford Parish Council