

Minutes of Ufford Parish Council Meeting Held on 19th June 2016 ~ 7.00pm

Present

Cllr. Guy Foskett (Chair)
Cllr. Nick Crocker
Cllr. Keith Bennett

Cllr. Jane Hawthorne
Cllr. Nigel Smith

Cllr. John Skinner
Cllr. Kathryn Jones

Judi Hallett (Clerk)

Dist. Cllr. James Bidwell

Cnty. Cllr. Michael Bond

5 members of the public attended: Mr Terry Purcell, Mr Paul Vyse, Mr and Mrs Richard Dean and Mr David Levett

1. To receive Apologies for absence:

Apologies for absence had been received from Cllr. Tracey Ling (prior engagement), Cllr. Pat Edworthy (family commitment), Cllr. David Pearce (work commitments) and Cllr. Karl Mallett (work commitments).

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:

- Mr Terry Purcell – **Police Station Closure** – The Deputy Police Constable had informed Mr Purcell that the lack of police resources have caused the closure of the new police station in Woodbridge.
- Mr and Mrs Dean – **Lodge Road Appeal** – The Initial document is quite flawed, it is unclear what we can do, can we write another letter? There are holes and lies in the statement. At the original hearing for the application one of the SCDC Planning Councillors was physically shaking he was so upset at the whole process. There are so many issues with the statement, too many to list but we can certainly pull apart the landscaping report. Does the PC have any contacts for advice? The charge of an expert would be around £800
- Comment from UPC – **Lodge Road Appeal** - Our opinions have not changed, it is outside the village envelope and we are not in favour of the development. Yes, writing in again is very good, all submissions have to be in before 12th August. The statement is written as if it is a forgone conclusion that it is expected to go through. We do want to encourage people to write. The PC has not been officially informed of the appeal but we have questioned this. As it is a written appeal then there will not be a site visit. You should write as individuals. Professional advice could possibly be funded by the residents of the locality; unfortunately UPC would not be able to financially support this. UPC will have a full discussion about the appeal during item 6 on the agenda.

Chairman's initials.....

b) Reports or comment from SCDC and SCC Councillors:

- Cnty. Cllr. Bond – Cllr. Bond reported on the following items: Devolution process, Cllr. Bond's opinion of the Devolution process and the likely impact the change in Government could bring. Cllr. Skinner asked if Cllr. Bond could honour his 2014 commitment to fund the white line painting of Yarmouth Road and this was affirmed.
- Dist. Cllr. Day – no report had been submitted
- Dist. Cllr. Bidwell – Cllr. Bidwell reported on the following items: Devolution to Norfolk and Suffolk, Police accessibility, Woods Lane appeal has been dismissed so the development is likely to go ahead, Possible merger of Waveney and Suffolk Coastal DC's joining together.

4. To discuss the 'Ufford Charities' with Mr David Levett:

Mr Levett gave a report on how the Ufford Charities were made up and their history (document available from the Clerk). Seven trustees should be in place, with three of these appointed by the Parish Council. The land owned by the Trust is Butts Meadow behind School Lane and another piece near Ufford 'Thicks'. The non-ecclesiastical trust looks after the Alms Houses and the ecclesiastical trust looks after the Church; its sole purpose is for maintenance of the church. At the present time we have 6 trustees but one does wish to retire soon. The income is around £8,000 to £10,000 for each arm of the Trust.

The Clerk reported that an article would appear in the August PUNCH asking for details of anyone interested in becoming a Trustee. Cllrs Skinner and Hawthorne also expressed their interest in joining. It was decided to place this item on the agenda for the September meeting and to appoint two trustees then. It was also noted that the secretary of the Trust also wished to step down but it was hoped all new Trustees would be in place before that officially happened.

5. To agree Minutes of Council meeting dated 21st June 2016:

The minutes of the Full Council meeting dated 21st June 2016 were proposed as a true record by Cllr. Skinner seconded by Cllr. Jones and all Councillors were in agreement that they were signed.

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

- a. DC/16/2508/LBC – Application for renewal of render at Vale Farm High Street Ufford – Councillors made the following comments:
 - This work is making improvements to a very important building in the village and the owners are taking great efforts to look after it.
 - **Conclusion: Support from the Parish Council**

- b. Appeal APP/042/2016 – Application DC/16/0240/FUL – Proposed 9 dwellings at Lodge Road, Ufford – The Clerk informed Council that this appeal had been lodged and would be heard by written representations. Councillors made the following comments:
- The appellants statement is very long and requires detailed reading
 - I am very disappointed that it is a written appeal so this will mean there is no site visit.
 - We do not want to completely reiterate what we have said already as all the letters previously sent in will be available to the inspector, however, if you write again you can refer to the previous letters.
 - Issues with the appellants statement include:
 - Misrepresentation of the layout of land (true photographs need to be sent in)
 - ‘Sloping gently with 3m difference’ is not a gentle slope, the land also rises to the south
 - It mentions Ufford is a ‘local service centre’ and implies no car travel required but this is not correct and car travel would be required
 - The 5 year housing supply is constantly mentioned, the planning people are having a field day as other appeals talk about lack of housing supply;
 - There are houses on the High Street not selling, and another 34 plus 7 along the High Street awaiting construction.
 - There is no infrastructure provision, there is no social role and there is no environmental benefit to putting up these properties
 - These houses are not sustainable and their design is not in keeping with a rural environment and does not reflect the houses around them
 - The report lambasts the SCDC Planning Committee for having voted against the recommendation of the planning officer but what is the purpose of having a planning committee if all they do is rubber stamp the officer’s opinion.
 - The ‘tone’ of the document is appalling and denounces anybody’s view apart from their own. It suggests the village should be grateful due to the Community Infrastructure Levy money that will be available (availability of which was put in doubt by Phil Ridley (SCDC Planning Head) who had suggested that if the application went to appeal there would be no CIL money available). CIL funds will be added to the cost of the houses and so will be no cost to the developer.
 - A previous presentation by the developer had clearly shown a Phase II where further development was planned, there is no mention of this – **The Clerk was asked to look for the Phase II plans**
 - We have to point out the potential for further development. The screening will not be all year round and the ‘green open spaces’ described are private gardens.
 - Only one plot cuts across the village boundary and the land was for agricultural use albeit of poor quality.
 - **Conclusion: The Clerk was asked to work with Councillors Jones and Smith to draft a letter and then send round for review. The Clerk was also asked to place an item on PUNCHLine to alert residents to this appeal**
- c. Enforcement Case ENF/2016/0232/DEV – The Clerk informed Council that she had received notification of an enforcement investigation on the Old Post Office, Lower Street, Ufford. The officer was investigating the replacement of gates at the property and whether or not this required planning permission.

The Clerk informed Council that she had received notice that the Site Allocations and Area Specific Policies Plan was to be inspected from Tuesday 31st August. Councillors decided they *did* wish to appear at the enquiry and the Clerk was asked to inform the Inspector of this.

Action: Clerk

7. To discuss the previous month's list of Planning decisions and to discuss response to the Melton Neighbourhood Plan Pre-Submission Draft

The details of the Planning decisions made during June 2016, which affect properties in Ufford, had been previously circulated and were (both approved):

- DC/16/2230/FUL (Single Storey extension to Hawkeswade, Loudham Lane) and
- DC/16/1821/TPO (Crown reduce an Oak Tree by 30% at 3 Nicholls Close)

Councillors had been sent the Melton Neighbourhood Plan Pre-Submission Draft and were also given details of where the hard copies could be found. Cllr. Foskett commented that there seemed to be no mention of a 'Green Belt' between Melton and Ufford which is essential if both villages' were to remain independent. In conclusion, it was suggested Councillors comment as individuals on the draft plan.

8. Woodland/Recreation Ground:

- a. To acknowledge report from Cllr. Hawthorne with reference to management of Parklands Wood – Cllr. Hawthorne gave a quick summary as to work of the FoPW. Comments about the hedges along the Avenue and along Yarmouth Road (between The Avenue and Parklands) were made. Cllr. Foskett volunteered his brother to cut these with a tractor at the end of September (EU Guidelines). It was also noted that the long grass does slow traffic down.
- b. Report from Cllr. Skinner on the new Recreation Ground Charity: Cllr. Skinner reported that Mr Roger Seale is still trying to establish the owner of the Pavilion but that he had made great headway. Cllr. Foskett proposed that Ufford PC declared 'assumed ownership' of the Pavilion, this was seconded by Cllr. Hawthorne and all Councillors were in favour of this declaration. It was acknowledged that a professionally drawn up lease for the use of the building would need to be put in place and the lease holders would also be responsible for the upkeep of the building. It was acknowledged that Ufford PC did not own the original Pavilion building.
- c. To receive report on the improvements to the Recycling Area – Cllr. Foskett reported since Queen's Birthday party the bins have been moved on to the concrete plinth and as far as we know, the recycling lorry has been able to access them. That piece of hardstanding does a very good job a fence would cost £55 a metre (approximately £600 in total). Councillors decided to leave any decision to confirm this expenditure until the September meeting.
- d. To receive an update on the Grass Cutting – The Clerk reported that she had spoken to Paul Tynan (SC Norse Ltd) that morning and he was going to ask his operatives to complete the grass cutting in Ufford as soon as possible.

Action: Clerk and Cllrs. Foskett and Skinner

Chairman's initials.....

9. Finance Matters:a. To review and authorise Accounts as at 30th June 2016:

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

b. Accounts for Payment:

i. J Hallett (Salary + Office & mileage expenses)	£567.72
ii. A Slattery (Maintenance)	£84.37
iii. E-On (Electricity for Street Lights)	£95.94
iv. A&J Lighting Solutions (Maintenance for Street Lights)	£132.00
v. Greenbarnes Ltd (External Notice Board)	£25.87
vi. J Hawthorne (Tree Loppers)	£128.90

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

c. To note Payments made since last meeting:

i. Ufford WI	£21.64
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d. To note Payments received since last meeting:

i. None

Action: Clerk

10. Highways:a. To receive update on Highways issues :

- New Pot Holes in the Avenue and in Old Bredfield Road – The Clerk reported that these had been assessed by SCC Highways and were deemed not deep or large enough at present for attention.
- Gully in the road in Barrack Lane (drain leaking) – This has been cleared by SCC Highways today.
- Ufford Place – Still awaiting confirmation when the gullies will be raised
- Yarmouth Road white lines – Cllr. Skinner had spoken to David Chenery and this work was now on order and would be scheduled for anytime between 8 and 16 weeks
- Outside Ufford House – ‘SLOW’ sign had been erased and has been reported by the Clerk
- Yarmouth Road junction – One account of numerous near misses received at present.

b. To receive an update on the designation of Lower Road as a ‘Quiet Lane’ – The Clerk reported that Melton Parish Council had considered this subject but, due to other matters currently taking up Council resources, had decided not to pursue this at the present time. In the light of this information, Councillors decided also not to pursue this matter.

Action: Clerk

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

- a. To receive an update on pension provision for the Clerk – The Clerk reported that her registration with the LGPS had now been lodged with SCC and her application was progressing.

Chairman’s initials.....

- b. To discuss maintenance work for Ufford Parish Council – Cllr. Skinner reported that he had spoken to Tony Slattery who will now only maintain the grit bins in the village. He will speak to Justin Flower later in the week to ask him to carry out all other maintenance work.
- c. To receive an update on the change of trading style for Came and Co (Insurance brokers): The Clerk had received a letter from Came and Co which detailed a change in their trading style but reassured customers that their business was not affected.
- d. To raise awareness of the Government’s Prevent Strategy: The Clerk made Councillors aware of the new Prevent Strategy being promoted by the Government. Councillors were asked to raise any concerns of persons being radicalised with the police.
- e. To discuss a response to the SCC/SCDC Devolution Consultation – Reports on this subject had been given by both the County and District Councillors but as more than 90% of councils would have to be in support it seemed it may be a ‘no-go’. It was felt that Central government doesn’t want to fund local expenditure any more than it already does. It wants to make District and County Councils make all the funding decisions and raise local taxes if necessary. It was thought that the District and County Councils have lots of reserves but also high borrowing.
- f. Footpaths Report – The Clerk acknowledged the latest Footpaths report from the Footpaths Warden and gave details that she would report the issues highlighted. Comments were made about the second foot bridge at Hawkeswade Bridge. Cllr. Smith commented that he was sure it was put in by the Environment Agency. Cllr. Foskett reported that he had had meetings about this bridge but no one wanted to take responsibility for it.

Action: Clerk

12. Documentation – To approve the following documents:

- a) Publication Scheme (July 2016) – The Clerk was asked to produce a definitive final version for review and then pass to Cllr. Foskett for signing

13. To acknowledge Reports on meetings attended on behalf of the Parish Council:

- a. None

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

- Items carried forward from this meeting

The date of the next meeting was confirmed as **Tuesday 20th September 2016**, at St Mary’s Church Hall, Church Lane, Ufford.

It was acknowledged that a meeting in August may need to be called in the event of a Planning Application being received.

The meeting was closed at 9.08pm

Signed:
Chairman (G Foskett)

Date:

Judi Hallett
Clerk to Ufford Parish Council

Chairman’s initials.....