

Minutes of Ufford Parish Council Meeting
Held on 18th October 2016 ~ 7.00pm
Ufford Community Hall, The Avenue, Ufford

Present

Cllr. Guy Foskett (Chair)	Cllr. Kathryn Jones	Cllr. John Skinner
Cllr. Nick Crocker	Cllr. Nigel Smith	Cllr. Keith Bennett
Cllr. David Pearce	Cllr. Karl Mallett	

Judi Hallett (Clerk)

1 Member of the public: Mr David Beard (*from 7.20pm*)

1. To receive Apologies for absence:

Apologies for absence had been received from Cllr. Jane Hawthorne (Previous engagement), Cllr. Pat Edworthy (Previous engagement), Cllr. Tracey Ling (family commitments), Dist Cllr. Jim Bidwell (previous commitment) and Cnty. Cllr. Michael Bond (travel issues)

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:

- No members of the public were present, at the time

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 – A report from Cllr. Bidwell had been circulated

4. To agree Minutes of Council meeting dated 20th September 2016:

The minutes of the Full Council meeting dated 20th September 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/16/4019/AME – Addition of stairwell windows at Brion, Byng Hall Lane, Ufford – Councillors made the following comments:

- Plans were hard to view on line but there may be a possibility of overlooking?
- No objection
- **Conclusion: No objection**

Chairman's initials.....

- b. DC/16/3997/TPO – Crown reduce Oak at 15 Nicholls Close, Ufford – Councillors made the following comments:
- No comments but percentage reduction is unknown
 - **Conclusion: No comment but Clerk to ask for further information about how much they will cut back**
- c. DC/16/4096/FUL – Proposed Cart Lodge at Keepers Cottage, High Street, Ufford – Councillors made the following comments:
- Position is well back but it may affect people in Spring Lane
 - The size is very big and it looks to be behind the neighbour's property
 - Is there a reason for the toilet? It is to be used as a workshop
 - No comments received from neighbours
 - **Conclusion: No objection**
- d. DC/16/4331/TCA – Reduction of 2 Oak trees at 4 Nicholls Close, Ufford – Councillors made the following comments:
- Very large trees and a good job was done last time
 - Should perhaps have put in for a full reduction last time
 - **Conclusion: No objection**

Action: Clerk

6. To discuss the previous month's list of Planning decisions

The details of the Planning decisions made during September 2016, which affect properties in Ufford, had been previously circulated and *approved* by SCDC:

- DC/16/3661/DRC (Discharge of conditions at Vale Farm, High Street, Ufford)

DC/16/1034/FUL (Proposed caravan Site on land adjoining The Orchards, Old Bredfield Road, Ufford):

The Clerk reported that the application had been approved but that the Parish Council had not received official notification. After discussion the Clerk was asked to take the following action:

- Speak to Felixstowe Town Clerk and any other Clerks regarding a joint letter or article to the EADT on the subject of planning decisions being made by unelected officers.
- Speak to SALC to make them aware of the situation
- Contact Nicholas Newton about the removal of the hedge (thought to be over 800 years old).
- Contact Notcutts to ask if the hedge opposite the SC Norse depot can be cut back so that the signs can be seen.

Action: Clerk

7. Web-Site – To receive an update on the OneSuffolk Web Site and an offer from Suffolk.cloud

The Clerk had previously sent round details of a proposal from a company called Suffolk.cloud for web site provision and the options for staying with Community Action Suffolk (CAS), who were now responsible for the OneSuffolk web site. She had also spoken to the MD of Suffolk.cloud with reference to support, future upgrades and likely costs. After further explanation it was unanimously agreed to move over to Suffolk.cloud.

Action: Clerk

Chairman's initials.....

8. Woodland/Recreation Ground:

- a. To receive an update on the fence around the Recycling Area – Cllr. Foskett reported that Country Care, who were asked to carryout the work, have now been chased a number of times so he would engage with another contractor.
- b. To receive an update on the creation of the Community Hall Charity and lease of building – The Clerk reported that she had worked with Mr Roger Searle on drafting the lease and that this was now with a solicitor for his comment. Cllr Skinner commented that he was having difficulty attending all the meetings and it was agreed that another Councillor would step in where appropriate. Cllr. Foskett agreed to attend the next meeting.
- c. Woodland Interpretation Board – Cllr. Crocket reported that the Woodland Group were waiting for the final draft of the layout. The Clerk advised that the final wording for the board would be sent to Councillors for their comments but that these must be received by 4.00pm on Thursday 20th Oct. Councillors agreed that the position of the board should be next to the Teen Shelter, as suggested by the Woodland Group. They also agreed to meet the small shortfall in funding (approx... £50.00). Cllr. Crocker agreed to check the ownership of the image, in order that it could be reproduced on the Web Site if wanted.

Action: Clerk and Cllrs. Foskett and Crocker

9. Finance Matters:

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

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

- b. Accounts for Payment:

- i. E-On (Street Lighting) £112.63

The above payment was proposed by Cllr. Jones, seconded by Cllr. Foskett and all Councillors were in agreement that it be paid. The cheque was signed by Cllrs Skinner and Smith.

A cheque for the Clerk’s salary/expenses was to be written once the pay slip was produced by SALC and a cheque for ‘J Hawthorne’ for the Loppers, authorised at last month’s meeting, was also to be drawn after the meeting.

- c. To note Payments made since last meeting:

- i. None

- d. To note Payments received since last meeting:

- i. SCDC (Precept) £8,972.49
 - ii. Mr and Mrs Alexander (Rent for land behind 17 Nicholls Close) £104.98

Action: Clerk

10. Highways:

- a. To receive update on White Line painting on High Street/Yarmouth Road :
 - No further updates were available but the job was scheduled for the end of November.
 - Pot holes – It was noted that the hole at the bottom of The Avenue was now filled in and the Clerk reported that she had again logged the hole outside Brierley, also in The Avenue.
 - Signs/Bollards – The Clerk was asked to contact Highways to ask if the signs and bollards could be removed from Spring Lane.

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

- a. Community Infrastructure Payment – The Clerk reported that an amount of £378.68 will shortly be paid by SCDC, as the first CIL payment. This money was as a result of a Variation of Condition at Crown Nursery.
- b. Christmas Party for elderly: – The Clerk reported that a new resident to Ufford had enquired if there was any provision for the elderly at Christmas. Father Paul had provided details of organisations who already provide a service and this had been passed on.
- c. Dist Cllr. Jane Day – Councillors expressed their disappointment at Cllr. Jane Day's non-attendance and lack of communication over the past 18 months. The clerk was asked to contact the other 3 Councils in the Ward and to write to Cllr. Ray Herring on the matter.
- d. Play Park – The Clerk was asked to invite Ipswich Borough Council to do a site visit to quote for Phase II of the Play Park project. A meeting on a Tuesday afternoon would be best. It was discussed that the new equipment should be primarily for the older children. The Clerk was asked to move the £3,000 allocated to Phase II in to the Play Park account.
- e. Noise from Adventure Golf at Ufford Park Hotel – The Clerk was asked to contact the installer of the Adventure Golf to request that the sounds from the area are switched off after 10.00pm and not on until 8.00am.
- f. Sogenhoe Chapel Fence – Cllr. Foscett reported that he had spoken to Notcutts and they were going to assist with the removal of a dead tree on the existing fence and to replace the fence.

Action: Clerk and Cllr. Foscett

12. Documentation – To approve the following documents:

- a. Standing Orders (Oct 2016) – No further comments. Clerk to print out for signing and place on the web site

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

- a. There were none

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

- Grant Donations
- Budget for 2017/2018
- Play Park Phase II

The date of the next meeting was confirmed as **Tuesday 15th November 2016**, at Ufford Community Hall, The Avenue, Ufford.

The meeting was closed at 8.18pm

Signed:
Chairman (G Foskett)

Date:

Judi Hallett
Clerk to Ufford Parish Council