

## Tuddenham St Martin Parish Council

Minutes of the meeting of the Council held on 19th May 2015 commencing at 8.10pm at the Village Hall.

Present: Mr W Pipe, Mrs J Kelm, Mr H Brightwell, Mr C Denny, Mr D Lugo, Ms P Procter, Mr P Hodge & Mrs C Frost (Clerk).

### 1. Election of Chairman, other office holders and sub-committees.

- (a) Mr Pipe was nominated to take the chair by Mr Denny. This was seconded by Mr Brightwell and unanimously agreed.
- (b) Mr Brightwell was nominated as Vice Chair by Mr Hodge. This was seconded by Mrs Kelm and unanimously agreed.
- (c) Mrs Frost was nominated to continue as RFO by Mr Pipe. This was seconded by Ms Procter and unanimously agreed.
- (d) Mr T Wright was nominated to continue to act as Tree Warden by Mr Pipe. This was unanimously agreed.
- (e) Mr Denny was nominated as Chair, Ms Procter was nominated as Vice Chair and Mr Lugo was nominated as an additional member of the Playground subcommittee. This was unanimously agreed.

**2. Chairman's Welcome and Apologies.** Apologies were received from Mr P Bellfield and Mr R Whiting. The Chairman welcomed every one present to the meeting.

**3. Public Forum** Mr Pipe invited residents to give their views and ask questions of the Parish Council. The following views and questions were raised.

- Would the Parish Council consider Item 13 of the Agenda to be extended to include other organisations in the village, such as the WI, church, village hall events, NHW, etc, as there was a lack of communication in the village and it was difficult for all residents to be aware of what events were taking place in the village?
- Would the Parish Council consider holding a data base of email addresses for interested residents in order to circulate details of events?
- A resident wished to make a notice of Thanks to Ms Procter for getting the village involved with the Community Speedwatch group as well as ensuring the scheme got up and running. Thanks should also be made to Mr Alcock (resident) for putting up the speed awareness signs around the village.
- Would the Parish Council consider pursuing a permanent traffic calming measure through the village under Item 11 Highway Matters?

A short discussion followed about the questions raised but it was agreed to consider them more fully when each item arose on the Agenda.

**4. To receive declarations of interest.** There were none.

**5. Minutes of Meetings held on 3<sup>rd</sup> March 2015 and 7<sup>th</sup> April 2015.** These were approved.

**6. Matters arising.** There were none.

**7. Report of Community Police Officer.** There was no Community Police Officer present at the meeting and the Clerk was instructed to make contact with the representative from the Safer Neighbourhood Team to express disappointment at the lack of police presence at meetings.

### 8. Clerk's Report, Financial Report, and Authorisation of Payments

- A. The Clerk advises that since the meeting of 3<sup>rd</sup> March 2015 she has expended 35 hours to date.
- B. The Clerk requested approval and it was agreed for the following payments which had been made on behalf of the Parish Council:
  - (1) Clopton Parish Council – Community Speedwatch Annual fee £25.00
  - (2) Suffolk Association of Local Councils – Membership renewal £162.00

- C. The Clerk also requested approval, and it was agreed, for the following payments which were still to be made:
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| (1) Clerk's salary from 3 <sup>rd</sup> March 2015 to date | £308.00 |
| (2) Community Action Suffolk – Membership renewal          | £30.00  |
- D The Final Accounts for the year 2014-2015 and the financial accounts for the period 1<sup>st</sup> April 2015 to date were submitted, approved and unanimously accepted by the Parish Council.
- E The annual governance statement was agreed and approved unanimously.
- F The Clerk presented New Standing Orders to be considered by the Parish Council in order to allow for possible recordings of meetings, the electronic summons to meetings and other updates. It was unanimously agreed to adopt the new Standing Orders.
- G The Clerk reported that the Parish Council website now contained information to comply with the Transparency Code for smaller authorities as from April 2015. As from July 2015 the website should also include the publication of all items of expenditure above £100, as well as other audit data. The data and information specified in this Code must be published on a website which was publicly accessible free of charge. The Parish Councillors also considered and agreed to include names of Parish Councillors on the Parish Council website. The contact for Parish Council would remain the Parish Clerk email address.
- H The Clerk reported that she had received a request from Suffolk Coastal District Council to update the list of village services and facilities within Tuddenham St Martin which could include services and facilities independent of the Parish Council. It was agreed to register details of The Fountain restaurant, The Old Stores tea shop and the village hall. The provision of public transport provided by the number 30/30A bus service was also to be registered as well as informing the District Council that GP and hospital facilities are provided remotely so lack of adequate public transport could create a problem for some residents.
- I The Clerk had recently emailed the Parish Councillors with an update from East Anglia Offshore Wind about the East Anglia ONE and East Anglia THREE projects. Little Bealings Parish Council had written to EAOW to let them know that the update had been considered at a recent meeting and the change from HVDC to HVAC had been noted and asked EAOW to comment on any health implications which might arise as a result of the onshore cabling carrying HVAC. Tuddenham St Martin Parish Councillors also agreed to request this information.
- J The Clerk reported that the meeting with Great Bealings, Little Bealings and Westfield Parish Councils to consider a joint approach to Suffolk County Council Highways to ensure adequate infrastructure for existing villages in light of the development of the Ipswich Garden Suburb had reached difficulties. Confirmation had been received that representatives from Little Bealings Parish Council were not able to attend the meeting on 26<sup>th</sup> May 2015 and the date was being considered by Great Bealings Parish Council in light of additional meetings that had arisen in both villages. Mr Pipe and Ms Procter had kindly agreed to represent Tuddenham St Martin Parish Council and Mr Pipe also kindly agreed to hold the meeting at Poplar Farm if it proceeded, but it was agreed to only go ahead with the meeting on 26<sup>th</sup> May if a representative from Great Bealings Parish Council could attend. Otherwise an alternative date would need to be arranged.

**9. Planning Matters** – including application DC15/1513 – The Maples, Westerfield Lane – Side Extension. This application was considered and no objections were raised.

**10. Highway Matters** Ms Procter questioned if the surface dressing of Fynn Lane was still to be completed and it was agreed that this was still to be done. Ms Procter also reported that there was to be a potential speed watch event in the village and it was hoped that this would continue to reduce speeds of vehicles using roads through the village. Ms Procter had attended a Safer Villages Campaign meeting recently highlighting the new scheme taken up by neighbouring villages. The SAVID scheme is being launched 27<sup>th</sup> June in Clopton where it would be possible to investigate the scheme constitution and then it would be possible for Tuddenham St Martin Parish Council to consider joining this scheme as it also had the attention of the Police Commissioner.

**11. Management of the playing field and playground** Mr Denny reported that the length of grass at the playground would deter anyone from making use of this facility in its present state and that grass cutting was long overdue. The Clerk was instructed to contact Suffolk Coastal Services to advise them of the urgent need of maintenance at the playground. The Playground Committee would arrange a meeting to consider and discuss other work needed at the playground.

**12. To discuss channels of communication between the Parish Council and residents of Tuddenham St Martin** Consideration was given about the merits and difficulties of extending the parish council website to include a wider variety of information, other than parish council related items, as well as the possibility of the Parish Council holding a database of email addresses for villagers. A discussion followed about the possibility of a Community website or magazine, independent of the parish council, that could advertise a wider variety of village events. It was agreed that Parish Councillors would enquire around the village to ascertain if anyone was interested in pursuing this matter.

**13. To discuss improvements to the village environment** Ms Procter drew attention to the unkempt signs around the village which had deteriorated over time so that some, such as the direction sign at Church Hill to the village hall were illegible at night, and were in need of either a deep clean or replacement. It was considered how to improve the look of the village as a whole, as areas such as Fynn Lane were suffering from outstanding road repairs and overgrown vegetation. Ms Procter raised questions of whether green spaces around the village could be enhanced by the planting of bulbs and whether the area around the bench and bus stop at Fynn Lane, and the salt bin by the noticeboard at Church Hill could be tidied up to improve their appearance. The Clerk was instructed to contact Suffolk Coastal Services to ascertain the liability implication if the Parish Council decided to proceed with calling for volunteers to help with a late 'spring clean' of the village.

**14. To review the Parish Council Mission Statement** The wording of the existing Mission Statement was reviewed and agreed acceptable by the Parish Council.

**15. Items for next agenda**

- **To discuss channels of communication between the Parish Council and residents of Tuddenham St Martin**

**16. Date of next meetings.** 7<sup>th</sup> July 2015, 1<sup>st</sup> September 2015 and 1<sup>st</sup> December 2015.

The Meeting closed at 10pm.