

Minutes of the meeting of the Council held on 5th July 2016 commencing at 7.30pm at the Village Hall.

Present: Mr W Pipe, Mr P Hodge, Mr D Lugo, Mrs J Ellinor, Mr H Brightwell, Mr R Whiting (District Councillor) and Mrs C Frost (Clerk).

1. Chairman's Welcome and Apologies. Every one present was welcomed to the meeting. Apologies were received from Mrs Kelm, Ms Procter and Mr Denny. Mr Pipe announced the sad news of Mr Denny's resignation from the Parish Council. The decision by Mr Denny to resign from the Parish Council had been taken as he would be moving away from the village. Mr Pipe paid tribute to the valuable participation taken in village activities by Mr Denny, particularly in the maintenance of the playing field and playground area with Mr Lugo.

2. Public Forum. There were no members of the public present.

3. To receive declarations of interest. There were none.

4. Minutes of Meetings held on 3rd May 2016. These were approved.

5. Matters arising. There were none.

6. Reports of County Council and District Council Representatives. Mr Whiting reported on behalf of the County and District Councils. On behalf of the County Council he reported that the new County Councillor for the Carlford Division would be in position following the election taking place 7th July 2016. He had been pleased to hear there had been a useful meeting between the Parish Council and David Chenery of the County Council Highways Dept. and he reiterated the agreement which had been made while he was in a caretaker role to use the Carlford Division budget towards highways improvements in the village. The Clerk was instructed to contact David Chenery to make a reminder of this agreement. Mr Whiting reported that the majority of time recently had been taken up with devolution issues. Further steps down this route were now in the government court for a decision in view of the negative votes received. Mr Whiting was pleased to report that the Sir John Leman High School in Beccles had recently been shortlisted for a prestigious educational award and that education in the county was improving and was now on a turn around. He also reported that new powers came into force in May 2016 that allow local authorities to issue Fixed Penalty Notices to any person found to have fly-tipped. On behalf of the District Council Mr Whiting reported that the District Council now had a new website. He reported the forthcoming Community Enabling Budget roadshows taking place and gave an overview of the part time night lighting introduced in the District area. Mr Pipe reported to Mr Whiting that the verges on the main road to and from Ipswich had still not been cut. Mr Whiting agreed to look into this. The Clerk was also instructed to contact the Housing Association about the overgrown verge on The Hill by the junction of Keightley Way with Westerfield Lane.

7. Clerk's Report, Financial Report, and Authorisation of Payments.

(a) The Clerk advised that since the meeting of 3rd May 2016 she had expended 25 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) Suffolk Association of Local Councils – Membership renewal	£169.10
(An increase from the amount of £168.51 estimate which was agreed at the previous meeting)	
(2) Tuddenham Village Hall – Rent for use of hall from Dec 2014 to Sept 2015	£119.00
(This payment was made Oct 2015 but had not yet been approved)	

(c) The Clerk also requested approval and it was agreed for the following payment which was still to be made:

(1) Clerk's salary from 3 rd May 2016 to date	£223.00
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(d) The Clerk reported that the amounts held by the Parish Council accounts as at 5th July 2016 were £1336.77 (Current Account) (as the cheque amounting to £169.10 to Suffolk Association of Local Councils had not yet been debited) and £13,920.12 (Savings Account). The Clerk also reported however that there was a short period in the previous month that the current account was overdrawn as the VAT refund did not credit the account in time. The VAT refund had now been credited. The Clerk would check if there were any charges due because of the overdrawn amount. The financial accounts for the period 1st April 2016 to date were submitted accepted and approved by the Parish Council.

(e) The Clerk reported that the Parish Councillors had been emailed details of the revised salary pay scales for Parish Clerks effective 1st April 2016 and this had resulted in the pay for the Clerk for Tuddenham St Martin Parish Council being raised to £8.924 per hour (the current hourly rate being £8.82 per hour).

(f) The Clerk had recently emailed updates of policing in this area to the Parish Councillors. This included the July Safer Neighbourhood Team Report for the area. The Clerk reported the point of contact for the Woodbridge and District Safer Neighbourhood Team is Sgt 437 Scott Cullum. The schedule for the marked police vehicle visiting villages in the area was relayed to the meeting and would be added to the Parish Council website. Details were also reported on the next Woodbridge SNT Tasking meeting and would be passed to Ms Procter. The Parish Councillors were also reminded that the former 12PT group were encouraging the Parish Council to remain in contact with parishes in the former 12PT group and the date of the next meeting for this group would be notified to Parish Councillors when known so a decision about attendance may be made.

(g) Details of the upcoming Community Enabling Roadshows had recently been emailed to the Parish Council and were recapped at the meeting.

(h) Details were also relayed to the meeting of the Suffolk Coastal District Council World of Planning event due to be held at the District Council office.

(i) The Parish Council were asked to provide views, including the kind of topics to be included and the format of forums, on the Suffolk Coastal District Council proposal to hold bi-annual forums to which representatives from all the town and parish councils in the district would be invited. The Parish Council considered the proposal and agreed these forums would be a useful means of networking with other similar sized Parish Councils also attending. The Clerk would relay this response to the District Council.

(j) Details had only recently been received and passed on to the Parish Councillors regarding the consultation taking place from 4th July to 2nd September 2016 on a Neighbourhood Area Designation for Kesgrave Town Council. The Parish Council were reminded that full details could be found and comments made on the recently refurbished Suffolk Coastal District Council website www.eastsuffolk.gov.uk

(k) The Clerk presented questions to the Parish Council from the online survey for the consultation for a new Rights of Way Improvement Plan for Suffolk County Council. The Parish Council worked through the hard copy of the survey to enable the Clerk to complete the online version after the meeting.

(l) The Royal British Legion and Fields in Trust had written to the Parish Council to promote the Centenary Fields programme. The details were considered by the Parish Councillors and it was agreed not to pursue the programme as in the case of the playing field and playground it would be necessary to seek guidance from the District Council in view of the ownership agreement between the Parish Council and District Council.

(m) The Clerk reported that the latest Tuddenham St Martin Conservation Area Appraisal was adopted on 1st March 2016 by the District Council's cabinet. The Clerk holds 2 hard copies of the updated document for local viewing but reminded the Parish Councillors that it was also available on the District Council website as well as being available to view via the Parish Council website. The Parish Council had received instructions to dispose or archive the former District Council Guide to the Tuddenham St Martin Conservation Area dated April 2001.

8. Planning Matters including:

(a) **Planning Application 16/2185 – 2 Oak View, Tuddenham – Proposed conversion of garage to family room.** In view of the provision of off street parking no objections were raised.

(b) **Planning Application 16/2231 – Weavers Pit, Clopton Rd, Tuddenham – To cover existing clay covered site with 300mm of top soil to allow grass to be sown, to cover up the present eyesore with possible use for grazing at some later date.** No objections were raised.

(c) **Planning Application 16/2349 – Granary Cottage, The Street, Tuddenham – Construction of vehicular access.** The Planning Dept. had informed the Clerk that Suffolk County Council Highways Dept. was being asked to reconsider the conditions they had recommended regarding the need to reduce the height of fence, wall or other means of frontage enclosure along the highway frontage as this would contradict with what had been applied for and in light of the application being located in a conservation area. The Parish Council considered this application at length and it was agreed that in light of the above comments this was a welcome revised proposal which addressed the concerns raised from the previous proposed application which had been refused.

(d) **Planning Application 16/2592/OUT & Ipswich Borough Council application 16/00608/OUT - Henley Gate, Henley Road Ipswich.** There was concern and disappointment that this application was premature pending the outcome of investigations to the mitigation of traffic implications to surrounding roads and villages, as well as other issues raised previously by the Parish Council, to the Ipswich Garden Suburb Development. The Clerk was instructed to inform Ipswich Borough Council that it was not possible to comment on this application until the concerns already expressed had been addressed as well as reiterating the traffic implications already expressed. These details, with copies of previous correspondence from the Parish Council commenting on the Ipswich Garden Suburb, should also be sent to Suffolk Coastal District Council.

9. Highway Matters. Ms Procter had emailed a report to the Parish Councillors prior to the meeting. An overview of the report is as follows: **Speedwatch.** Two additional members, who have been trained, have joined the team, but more volunteers are needed so is there opportunity for this to be advertised? Tony Allcock continues to organise the placing of the VAS. The approach to Tuddenham on Main road is still an obvious speeding concern, we regularly can 'capture' up to 15-20 vehicles during an hour of operation. With the extra volunteers I hope we can place ourselves in other spots such as an early morning session in Westerfield Lane. **SAVID.** The AGM was held in May when the Chair for the last three years resigned. No-one present was able to take on this role so an alternative model for running SAVID has been agreed. This will involve appointing someone to act as a paid Secretary. Also the chairperson role will be held by each Parish Council representative to cover a three month period and include carrying responsibility for convening a meeting and carrying forward any actions and priorities for implementation as agreed at the meeting. This means the meetings will take place in each village which are members of SAVID and the hope is that this will also encourage people within the villages to attend and participate in the discussions and continue to raise the profile and concerns about speeding in our villages. It has been agreed that the next meeting will be in late September and I will liaise with Dymphna about booking the village hall. Previous meetings have been held for free in Debach. Would the Parish Council agree to pay the hall hire fees for the meeting in September? This would be a 'one off' payment at this point. After considering the report the following actions were agreed. Mrs Ellinor agreed to contact the Grundisburgh News to advertise the need for more Speedwatch volunteers. The Parish Council also agreed to pay the fee for the hall being hired in September for a SAVID meeting. Ms Procter would be asked to obtain feedback from the police contact as to the follow up made to motorists witnessed with the speed monitoring device. Other highway matters were considered and disappointment was expressed at the lack of any information received or work carried out following the site meeting in April between the Parish Council and David Chenery of the Highways Dept. at Suffolk County Council. The Clerk was instructed to contact David Chenery to obtain an urgent answer to the outstanding improvements and ask when the village were likely to see any of the necessary work carried out.

10. Management of the playing field and playground The grass at the playing field and playground had been cut several times and Mr Pipe expressed thanks on behalf of the Parish Council to Mr Lugo and Mr Denny for all the work done in this area. Mrs Ellinor agreed to deliver the recently composed flyers to houses adjacent to the playground and playing field. These flyers had been prepared following concern that some dog owners were allowing their dogs in the area and dog excrement had been found in the playground. It was also agreed that the Clerk would laminate a copy of the flyer and Mr Lugo would fix this to a suitable location in the area.

11. To consider the Village Review of 5th April 2016 The report was considered and it was agreed that the Clerk would compose another flyer to request considerate parking by households in the village. The flyer would also include the request for hedges and garden vegetation to be cut back to enable safe use of pavements in the village. The draft would be emailed to Councillors for approval before being delivered. The Clerk would also check and remind Councillors who had delivered previous notices of this nature. The flyer would then also be included on the Parish Council website.

Mrs Ellinor agreed to draft a housing survey for villagers to complete to ascertain views on housing needs in the village over the next 10 years. The draft would be emailed to other Councillors for approval before the anticipated delivery to the village sometime in August. Mrs Ellinor reported that she was also expecting to attend a further planning event place in Hatcheston.

12.To review the Parish Council Mission Statement This was considered and it was agreed to make no changes.

13.To consider a Community Emergency Plan for the village The Parish Council considered the need and implications of a Community Emergency Plan following receipt of various emails on the subject. It was agreed that there was no intention within the next 12 months for the Parish Council to pursue a plan. The Clerk would inform the Emergency Planning Officer of the decision.

14.Items for next Agenda.

(a) To plan for the cost and maintenance of the playing field and playground

(b) To consider matters arising from the Village Review of 5th April 2016.

15. Date of next meetings: 6th September 2016 and 6th December 2016.

The meeting closed at 10.pm.

Mrs C Frost
Parish Clerk. Tuddenham St Martin