

Minutes of the meeting of the Council held on 5th September 2017 commencing at 7.30pm at the Village Hall.

Present: Mr W Pipe, Mrs J Ellinor, Mrs J Kelm, Mr T Beckett, Ms P Procter, Mr D Lugo, Mr T Wright (Tree Warden), Mr R Vickery (County Councillor), Mr R Whiting (District Councillor) and Mrs C Frost (Clerk).

1. Chairman's Welcome and Apologies. Apologies were received from Mr Brightwell. Every one present was welcomed to the meeting.

2. Public Forum. No additional matters were raised.

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

4. Minutes of Meetings held on 4th July 2017 and 27th July 2017. These were approved.

5. Matters arising. The Clerk reported that Land Registry had acknowledged receipt of the application from the Parish Council to register the small piece of triangular land at 'The Old Stores' but the application process was not expected to start until mid-November due to a backlog of applications. The Clerk was instructed to inform the owner of 'The Old Stores' that the issues raised at the renewal of the parking licence in July were being investigated and the Parish Council would be in contact again when further information is to hand. The Clerk gave an update about the outstanding work to be carried out on the public footpath at the back of the church. Cutting of overgrown vegetation should be carried out in the next few weeks but the surface improvement works would need to wait for the next financial year. Mr Wright gave a brief talk about trees in the village, with focus on ash dieback. The meeting was informed that younger rather than older ash trees tended to succumb more to the disease, with the advice that a diseased ash tree should be cut back or removed if next to healthy ash trees. The Clerk would email Parish Councillors which draft wording to encourage villagers to cut back or remove diseased ash trees if next to healthy specimens. The agreed wording would then be included on the Parish Council website, the next 'What's On' leaflet and sent to villagers on Mrs Ellinor's email distribution list. Concern was raised at the overgrown leylandii type trees in Keightley Way in a garden approaching the playing field. The Clerk was instructed to write to the housing association owning the house with the garden in question to request the trees be cut back.

6. The Street parking issues. It was agreed to move this Item forward in the meeting. Concern had been raised at the lack of parking space available on The Street. The problem had worsened over the years as more homes in the location now more often had at least 2 cars per household. This had resulted in the combined parked cars lengths of each household exceeding the width of the houses in question and so limiting parking space on The Street. Various solutions, including the possibility of parking restrictions, were discussed at length, with the viability, benefits and drawbacks being considered. Mr Whiting suggested that, to encourage The Street residents to use the village hall carpark as an alternative, there may be the possibility of assistance from the Community Enabling Budget to provide funding for improved security, such as a camera, at the village hall car park. Funding would be subject to the Village Hall Committee no longer needed assistance from the fund towards other hall improvements being considered. The Clerk was instructed to contact the Village Hall Committee to ascertain if it would be agreeable considering Mr Whiting's suggestion as well as allowing up to 6 cars, normally parked on The Street, to park at the village hall free of charge for a trial period on a first come first served basis. The Clerk would then draft a flyer for residents of The Street, to be approved by Parish Councillors, suggesting that in light of the limited parking space available in front of long row of terraced cottages it would not be unreasonable to park one car per household outside each home but that additional cars could be parked at the village hall car park.

7. Reports of County Council and District Council Representatives. Mr Vickery gave a written monthly report for August 2017, which would be emailed to Parish Councillors and added to the website. Mr Vickery also reported the restructuring of the Highways Dept. 3 divisions now replaced the Saxmundham Area office which was now closed. Villages in the Carlford area were now under the control of the Ipswich office but problems should continue to be reported using the Suffolk Highway reporting tool, or telephoning 0345 606 6171. The Clerk would email the contact details received so far to Parish Councillors. Mr Whiting highlighted the area parking strategy consultation being carried out by Suffolk Coastal District Council. The Clerk would forward details to Parish Councillors. Mr Whiting reported that Deben Leisure Pool was now closed for the next 10 months for major refurbishment. He also reported the latest dog control consultation also being carried out by the District Council as well as the Local Plan Review.

Mr Whiting gave his apologies and left the meeting.

8. Highway Matters including an update on the SAVID and Speedwatch schemes. Ms Procter reported that she was following up with local police the possibility of Tuddenham highways being included for excessive speed checks. Ms Procter also reported the disappointing news that at present there was no longer funding available in this financial year for purchase of the SAVID SID. £3000 had previously been allocated from Mr Vickery's budget, but there had been a delay in the purchase of the SID and in the meantime another highways project had come in substantially over budget. County Councillors unspent budgets, including the £3000 SAVID SID amount were reallocated to cover the overspend. Mr Vickery had expressed his frustration at the reallocation of the £3000 away from the SAVID SID purchase. Mr Vickery was thanked for his continued efforts. Ms Procter reported that all 4 proposed sites for positioning the Tuddenham SID had been inspected and agreed acceptable.

(i) developing priorities to ensure safer driving as well as speeding reduction in the village. Ms Procter had emailed fellow Councillors with a brief overview of the SAVID strategy to consider how to work together as villages to address joint concerns about road safety and speeding. Participating village priorities will be gathered prior to 31st October 2017, and Ms Procter would arrange with interested fellow Councillors separately to feed in priorities for Tuddenham. These would be circulated via email before submission. Ms Procter asked if money from speed awareness courses would be available to help with village priorities. Mr Vickery agreed to check. The Parish Council had received a request about VAS data gathering via email and SALC from Wetheringsett-cum-Brockford Parish Council. Tuddenham had no available data at present but Ms Procter agreed to let the Clerk have contact details for the VAS data gathering taskforce already in operation in order for the details to be forwarded to Wetheringsett-cum Brockford. Mr Vickery gave his apologies and left the meeting.

9. Report on Community Policing. Minutes of the most recent Woodbridge and District ASB meeting, and the Safer Neighbourhood Team newsletter had been emailed to Parish Councillors prior to the meeting. No issues had been reported for Tuddenham on the June newsletter. Ms Procter agreed to attend the next ASB meeting taking place 14th September 2017, especially in light of recent police changes.

10. Clerk's Report, Financial Report, Authorization of Payments and correspondence

(a) The Clerk advised that since the meeting of 4th July 2017 she had expended 26 hours to date.

(b) The Clerk requested approval, and it was agreed, for the following payment which was still to be made on behalf of the Parish Council:

(1) Clerk's salary from 4 th July 2017 to date	£235.00
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(c) The reported amounts held by the Parish Council accounts as at 5th September 2017 were £966.07 (Current Account) and £15,704.19 (Savings Account). The financial accounts for the period 1st April 2017 to date were submitted, accepted and approved by the Parish Council.

(d) The Parish Council were asked to approve a resolution to appoint a new signatory for Parish Council cheques. The resolution was approved and Mr Trevor Beckett was appointed.

(e) The Clerk reported that BDO LLP (external auditors for the Parish Council) had been contacted and had given verbal confirmation that the external audit had been completed and no issues raised. Details from their written audit, which had not yet been received, would be presented at the next meeting.

(f) A letter which would need answering before the next meeting was anticipated from Woodbridge and District Lions Club to ascertain nominations from the Parish Council for receipt of the Christmas Parcel project 2017. Two nominations from last year were agreed. It was also agreed that Ms Procter would ascertain if an additional nominee were appropriate and would email the Clerk with details.

(g) The Ovo Energy Tour of Britain cycle race was due to take place Friday 8th September 2017 and the route would travel through Tuddenham. Parking in The Street would be suspended between Fynn Lane and High Street in order to ensure a safe route of the cycle race. Mrs Welham (Manor Farm) had kindly offered temporary alternative parking elsewhere for the period. Wording for flyers containing information about the alternative parking offer was agreed. Mrs Ellinor agreed to deliver the flyers to homes in the Street and a copy would also be given to Mrs Welham by the Clerk.

- (h) The Clerk had emailed Parish Councillors details about Data Protection law which was due to change 25th May 2018, including details of training sessions being offered by Suffolk Association of Local Councils. No Councillors were available to attend.
- (i) The Clerk reported that on Sunday 15th October from 10am to 4pm a sponsored dog walk was being held in aid of East Anglian Air Ambulance at Glemham Hall nr Woodbridge. Details were available on the East Anglian Air Ambulance website.
- (j) Parish Councillors had been previously emailed details of the Consultation on air quality in Suffolk. There were no comments.
- (k) Parish Councillors had been emailed prior to the meeting with details of the Suffolk Coastal District Council Local Plan Review consultation, and details of 1 hour associated Parish Council representative drop in sessions. The deadline for comments being 30th October 2017. Mrs Ellinor, Ms Procter and Mr Pipe agreed to liaise and attend a session prior to the Parish Council meeting again to consider comments to the consultation before 30th October 2017.
- (l) Parish Councillors had also been emailed prior to the meeting with details of the Ipswich Local Plan Review consultation, including associated 'drop in' events. The deadline for comments also being 30th October 2017. It was agreed to consider this at the same later meeting as the Suffolk Coastal District Council Local Plan Review.
- (m) Parish Councillors had been previously emailed with details of the Suffolk Association of Local Councils area meeting taking place Monday 18th September. Apologies would be sent as no-one was available to attend.

11.Planning Matters:

(a) Tuddenham St Martin Planning Strategy It was agreed to put this forward to the December meeting.

(b) Application DC17/3511/FUL & DC/17/3583/LBC – Fountain Inn, The Street, Tuddenham St Martin. Remove timber fire escape, constructed in 2008 and replacement of steel staircase to same layout. No objections were raised

12.Management of the playing field and playground Mr Lugo and Mr Beckett had carried out an inspection of the playground and there were no outstanding issues to report. The broken football post stanchion had been repaired and the sign had been cleaned. It was agreed the Clerk would obtain a quote for a laminated direction sign to the playing field from Keightley Way and contact the necessary body to implement the inclusion of the playing field on the road sign for Keightley Way.

13.Items for next Agenda.

(a) Tuddenham St Martin planning strategy

14. Date of next meeting: 5th December 2017.

The meeting closed at 10.15pm.

Mrs C Frost
Parish Clerk. Tuddenham St Martin