

Minutes of the Tuddenham St Martin Parish Council meeting held on 6<sup>th</sup> March 2018 commencing at 7.30pm at the Village Hall.

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

**1. Chairman's Welcome and Apologies.** Apologies were received from Mr Beckett and Mr Vickery. Mr Pipe welcomed everyone present to the meeting.

**2. Public Forum.** 3 members of the public were present. No additional Items were raised but it was agreed to move Items forward for members of the public present.

**3. To receive declarations of interest.** None were declared.

**4. Minutes of Meetings held on 5<sup>th</sup> December 2017 & 16<sup>th</sup> January 2018.** These were approved with agreement from the Parish Council to include Tuddenham St Martin Parish Council in the heading effective from now.

**5. Matters arising.** (a) The owner of The Old Stores had informed the Parish Council of the intention to challenge the Land Registry decision regarding the small piece of land previously rented from the Parish Council, and that if unsuccessful with the challenge would fence off the land in question. The Clerk was instructed to draft an email in response which would be approved by Councillors before being sent. The email would reiterate the decision previously made by the Parish Council that there were no proposals to sell the land at the present time, that the parking licence was still available, but request being informed beforehand if the land were to be fenced off in order to agree the boundary line.

(b) The Clerk reported of the failure to get a playground direction sign attached below the road name plate at the entrance of Keightley Way in spite of approaches to the County and District Councils as well as Suffolk Coastal Norse. It was agreed that the Clerk should obtain costings for a sign and approach the District Councillor for funding help with the purchase. A limit of £300 from Parish Council funds was agreed for the purchase and installation of the sign if this approach was unsuccessful. The direction sign at the entrance of the playing field in Keightley Way however had been installed by Mr Lugo.

**6. Planning Matters including:**

(a) application DC/18/0869/TCA – Bay Cottage, 1 The Street – To cut back Robinia in rear garden to boundary, lead shoot to remain. The meeting was opened up for input from members of the public. The applicant reported that the building surveyor, from when the house was purchased, had reported that the tree was too large and too near the house, and that roots from the tree could cause structural problems. Ms Procter reported that the Parish Council Tree Warden had stated that the tree in question was a robust example and a good specimen. Concern had been expressed at subsequent damage to the tree from the intended work. It came to light that a previous application for cutting back the tree had been submitted from the owner a few years earlier. This had not raised objections from the Parish Council and had been permitted by the District Council, but the owner had subsequently decided not to proceed with the work following further advice from the Tree Warden. The matter was discussed and debated further, with advice for the applicant to discuss the intended work with the owner of the tree and the Tree Warden, but it was eventually agreed that it would be difficult to raise objections now in light of the previous decision and that the tree did not merit a Tree Preservation Order. The decision was to raise no objections.

(b) To consider the Conservation Area. After considering developments carried out in the village it was agreed that the Clerk should write to the District Councillor, with a copy Mr P Ridley (District Council Head of Planning), expressing disappointment at the Parish Council being ignored on planning applications.

(c) Concern was raised that work in connection with the permitted application at Tanglewood had not yet been completed as well as the untidy nature of the front of the property bearing in mind its location in the Conservation Area. The Clerk was instructed to write to the owner to express these concerns.

## **7. Highway Matters including an update on the SAVID and Speedwatch schemes.**

**(a) parking issues on The Street** The meeting was opened up for input from members of the public. Parking problems, resulting in ensuing difficulties, for residents in the central location of the village were discussed at length. Suffolk County Council Highways had replied to the request from the Parish Council that it would not be repainting the single white line by Brickfield House and Granary House and difficulties continued to increase for residents in the area accessing and leaving their homes safely. The Clerk was instructed to redraft the previously distributed parking flyer. It would be emailed to Parish Councillors for approval before being delivered to homes in the locality. The Clerk was also instructed to enquire with the Highways Dept. if the Parish Council could proceed with repainting the single white line by Brickfield House and Granary House in lack of the work being carried out by the Highways Dept.

**(b) SAT NAV directions on Tuddenham Roads** Concern had been raised about articulated vehicles on unsuitable roads around the village. The Clerk was instructed to write to the County Councillor to request a strategy to protect rural roads in consequence of heavier traffic, as well as a request to divert HGV through traffic from Tuddenham St Martin as the village was an inappropriate route.

**(c) an update on the SAVID and Speedwatch schemes** The SID report, of vehicles monitored using the main road to the village from Ipswich, had been emailed previously to Parish Councillors. Ms Ellinor reported that Mr Alcock (Speedwatch volunteer) would prepare an article for The Grundisburgh News requesting slower speeds from local drivers in light of the SID information gathered. Ms Procter reported that the volunteer new rota for the Speedwatch scheme in the village would start in March and that she was following up new volunteers for the scheme. There was no additional information to report about the SAVID scheme.

**(d) Other Highway issues** Mr Lugo wished to make a note of Thanks to the local farmer that had carried out work to cut back encroaching vegetation likely to cause safety issues for motorists when entering the village on the main road from Ipswich. There was also a note of Thanks to A J Pryke & Son for clearing snow from Westerfield Lane and other roads around the village during the recent bad weather. Ms Ellinor reported her request to the County Council Highways that Westerfield Lane should be considered as a priority highway for future snow clearance.

**8. Reports of County Council and District Council Representatives.** None were available for the meeting.

**9. Report on Community Policing.** The latest SNT report and Minutes from the last Woodbridge and District ASB meeting had been emailed previously to Parish Councillors. The next ASB meeting would be held 8<sup>th</sup> March 2018. Ms Procter agreed to attend to raise issues from the Parish Council meeting and to reiterate the request already made to Woodbridge SNT from the Clerk for the inclusion of the village name on future SNT reports.

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

**(a)** The Clerk advised the charge for time worked since the meeting of 5<sup>th</sup> December 2017 was 37 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 County Council – Street lighting & maintenance (01 April 2017 – 31 March 2018) £142.19

**(c)** The Clerk requested approval, and it was agreed, for the following payments which were still to be made:

(1) Clerk's salary from 5<sup>th</sup> December 2017 to date £334.00

(2) Westerfield Parish Council – renewal of Community Speedwatch membership £50.00

**(d)** The reported amounts held by the Parish Council accounts as at 6<sup>th</sup> March 2018 were £622.43 (Current Account) and £16,125.34 (Savings Account). The current account however needed to be reduced by £142.19 to £480.24 as the cheque for the above payment to Suffolk County Council had been sent but not yet debited. The Financial accounts for the period 1<sup>st</sup> April 2017 to date were submitted, accepted and approved by the Parish Council.

**(e)** The Parish Council had been contacted by Chloe Winlow (the new Communities Support Officer for Suffolk Coastal and Waveney District Council) offering the Parish Council assistance in supporting the local community. The Clerk would forward contact details to interested Councillors.

- (f) The Parish Council had received thanks for donations made in December to The Grundisburgh News, Suffolk Accident Rescue Service and East Anglian Air Ambulance.
- (g) The Disability Advice Service had written to ask if the Parish Council would consider giving a grant this year. The request would be put forward to the December meeting when donation allocations were considered. The Clerk would let the charity know.
- (h) The Clerk had emailed details of the Consultation workshop being run 20<sup>th</sup> March 2018 by the Communities Team at the district Council. No Councillors were available to attend.
- (i) The Clerk had emailed Parish Councillors with details so far received about the General Data Protection Regulation which would come into force 25<sup>th</sup> May 2018. The Clerk would check over the NALC toolkit recently received and check insurance cover ready for a decision to be made at the meeting in May.
- (j) The Clerk had emailed Parish Councillors with details of the Highways survey from Suffolk County Council to develop its Community Self Help offer. The form was completed ready for the Clerk to submit online.
- (k) The Clerk had emailed Parish Councillors with details of the public consultation on Air Quality in Suffolk Coastal. There were no comments.
- (l) The Clerk had emailed Parish Councillors with correspondence from the Suffolk Neighbourhood Watch Association. There was no NHW scheme in the village so no comments were put forward.
- (m) The Clerk had emailed Parish Councillors with quotes for the appointment of the internal auditor and grass cutting contractor. It was agreed to appoint Heelis & Lodge as internal auditors and Suffolk Coastal Norse for the grass cutting contract.
- (n) The Clerk had received details promoting the Spring Clean for 2018 from Suffolk Coastal Norse and gave an overview of the details received. Ms Procter agreed to take a further look at the details to consider coordinating an event.
- (o) The Village Hall Committee had requested help from the Parish Council to approach the Highways Dept. for a sand/grit bin at the village hall, especially in light of the difficulties recently experienced in the bad weather. It was agreed the Clerk would pursue the approach as requested.

**11. Management of the playing field and playground** Mr Lugo reported that the outer area of the playing field had been cut and flailed by Mr O Pipe. Mr Lugo also agreed to continue to cut and maintain the area pending the start of the grass cutting contract.

**12. Parish Council website and village communication** There had been an upgrade of the Onesuffolk system hosting the Parish Council website and the Clerk had attended a training session on the upgrade. No further matters were raised.

### **13. Items for next Agenda.**

**(a) Gardens impinging on footpaths in the village**

**14. Date of next meeting:** 1<sup>st</sup> May 2018, which would be the Annual Parish meeting and commence at 7pm. This would be followed immediately by the Parish Council meeting on the same evening.

The meeting closed at 9.40pm.

Mrs C Frost  
Parish Clerk. Tuddenham St Martin