

Minutes of the Tuddenham St Martin Parish Council meeting held on 17th July 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 Whiting. Mr Pipe welcomed everyone present to the meeting.
- 2. Public Forum.** Two members of the public arrived during the meeting. 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.** Mr Pipe declared an interest in Item 10(c). It was unanimously agreed to move the Item to the end of the meeting and Mr Pipe would leave the meeting. No other interests were declared.
- 4. Minutes of Meetings held on 1st May 2018.** These were approved.
- 5. Matters arising.** There were none.
- 6. Report of District Council Representative.** Mr Whiting had emailed his report, in his absence, to the Parish Council prior to the meeting and it was as follows:

East Suffolk Council Electoral Review: The independent Local Government Boundary Commission for England is asking Suffolk people to comment on plans for council ward boundaries for the new East Suffolk Council.

The Commission launched an eight-week consultation on its proposals for the new wards on Tuesday, 3 July 2018 and it wants to hear local views on the proposals before it finalises them in October.

The consultation runs until **27 August 2018** and is open to anyone who is interested how the council will be represented. The full recommendations and detailed interactive maps are available on the Commission's website at consultation.lgbce.org.uk and www.lgbce.org.uk. Hard copies of the Commission's report and maps will also be available to view at council buildings.

Deben Leisure Centre Open: The refurbished Deben Leisure Centre re-opened last month and has been pulling in the crowds.

The centre closed in September 2017 to undergo a £3.5 million refurbishment, and is the first project to be completed in Suffolk Coastal's five year programme to improve leisure facilities and encourage more people to become active.

Now it offers a state-of-the art, modern leisure environment, which has already drawn in around 700 new members, joining the 100 existing members, who retained their membership during the refurbishment.

Memberships and prices information is at: <https://tinyurl.com/debenpool> or pop down to see them on site.

Garden Waste Scheme Latest: The launch of the Garden Waste Scheme continues to go well. As of midnight on 30 June, we had 31,740 households sign up (which represents about 54% of households in the Suffolk Coastal area) have joined the scheme – exceeding our target of 50%).

This means the income from the annual subscriptions to the service to date stands at £1.385 million and this figure is likely to increase as more householders join the scheme through the year.

Demand is now slowing, with an average of 100 orders a day throughout June, compared to an average 200 a day during May, with 53% of all orders being taken on line and 47% taken by phone or in person at the Woodbridge and Felixstowe libraries.

80% of customers have requested the bin upgrade but we expect this to increase slightly once the bulk of the new bins start to be delivered in the autumn.

Each year, we spend £3.5million on dealing with waste disposal. So the funds raised through the Garden Waste Scheme will allow us to off-set some of that cost, and take pressure off the Council Tax payer, for years to come.

Mr Whiting additionally provided his email address for any questions.

7. Report on Community Policing. Minutes had not yet been received from the latest ASB meeting in Woodbridge so the date of the next meeting was not yet known. The Clerk would forward Minutes and the latest SNT report to Parish Councillors via email. It was agreed that all crime incidents should be reported to the police to ensure effective policing in the area.

8. Highway Matters including:

(a) HGV impact on the village highway Bank erosion, on the road entering the village from Ipswich, had been reported to the Parish Council due to HGV traffic. The Parish Council were informed that it was now considered too dangerous to carry out maintenance to the bank via the road and the front steps to the property had been damaged making it a dangerous access for postal deliveries. It was agreed the Clerk should contact Mr Vickery to reiterate the problems already reported at this location due to HGV traffic. The Clerk was instructed to let Mr Vickery know that the owner had attended the meeting in order to highlight the problem and that the property was an historic building included in the Conservation Area Appraisal. It was also agreed the Clerk should report the problem on the County Council Highways tool and email a link for the reporting tool to the owner of the residence.

(b) Direction signs It was agreed the Clerk should contact Robin Vickery and use the Highways reporting tool to request again 'Slow' road surface markings at the Clopton Rd junction in the village as recommended by David Chenery when meeting with Parish Council representatives last year. The Clerk was also instructed to contact Great Bealings Parish Council to ascertain details of their additional safety road markings.

(c) The state of The Street footpath Ms Procter agreed to use the Highways reporting tool to report the deteriorated and uneven footpath in The Street. Ms Procter also agreed to draft an updated flyer to request home owners in the central part of the village to cut back overgrown vegetation encroaching on the footpath. The flyer would be emailed to fellow Councillors for approval prior to being delivered.

(d) An update on the SAVID and Speedwatch schemes Ms Procter reported that there were concerns that there no longer appeared to be any County Council Highways budget to fund the purchase of a SID for the SAVID group. The administration of the group was still being carried out by an employed secretary and individual villages in the scheme were continuing to carry out their own speed monitoring. Two new batteries had been recently purchased for the Tuddenham SID and had made an enormous beneficial difference. The second SID obtained from the Highways Dept. would now be delivered to Great Bealings. The Speedwatch scheme would soon benefit from an additional volunteer about to sign up, although unfortunately a current volunteer was likely to resign in August. Ms Procter agreed to check the location of Speedwatch signs and forward them to Mrs Ellinor and Mr Lugo when found so they could be displayed in the village. Ms Procter also reported that consideration was being given to move the SID to different locations in the village.

(e) Other Highway issues Parking problems and related issues in the central part of the village appeared to have reduced recently so it was agreed to defer the distribution of a flyer requesting more considerate parking.

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

(a) The Clerk reported that since the meeting of 1st May 2018 the time charged for work carried out was 34 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) Heelis & Lodge – 2017-2018 Internal audit fee	£50.00
(2) Mr Alcock – reimbursement of cost for 2 SID batteries	£45.98

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

(1) Clerk's salary from 1 st May 2018 to date	£323.00
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- (d) The amounts held by the Parish Council accounts as at 17th July 2018 were £1568.35 (Current Account) and £17,133.63 (Savings Account). The above £50 cheque however, in payment of the internal audit, had not yet been banked and this amount needed to be deducted from the amount of £1568.35 in the current account. The Financial accounts for the period 1st April 2018 to date were submitted, accepted and approved by the Parish Council.
- (e) The internal audit had been completed and would be emailed by the Clerk to Parish Councillors to consider.
- (f) Parish Councillors had been emailed details from the Local Government Boundary Commission for England on the public consultation on the draft recommendation for the new ward, ward boundaries, and ward names for East Suffolk District Council. No comments were put forward.
- (g) Parish Councillors had been emailed details of a non-competitive cycling event taking place (including through Tuddenham) on Saturday 28th July 2018 out of Otley College. More details were available on the UK Cycling Events website.
- (h) The charge made for use of the village hall for free community events, such as the book club recently launched, had been queried by Mrs Ellinor and it was agreed the Parish Council would favourably consider funding such events in future as it was necessary for a charge to be made by the Village Hall Committee for the hire of the hall.
- (i) The suspension of the public meeting was agreed (in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 (Sections 100 and 102)), for this item of business due to the confidential nature of the business to be transacted. This would be minuted as a confidential item.

10.Planning Matters including:

- (a) Application DC18/2112/LBC – Church Farmhouse. Replacement of existing metal gate with Suffolk gate. Approval was agreed in principal but a more open gate was proposed, such as in the design Mr Beckett had emailed to fellow Councillors, as it was more appropriate in view of the location of the property in the Conservation Area. The Clerk was instructed to include the emailed design to the District Council with the Parish Council comments.
- (b) Application DC18/2566/FUL – 2 Bridge End Cottages. Proposed dropped kerb. The Parish Council agreed support of the application. The reasons for support were that: despite County Council Highways comments more access to this road would help reduce the speed of passing traffic, there was insufficient parking provision in the village, and it was understood there was only available parking in an identified bus way at the moment.
- (c) Suffolk Coastal District Council Local Plan First Draft. It was agreed to move this Item to the end of the meeting. Please see Item 14 below.
- (d) Enforcement issues in the Conservation Area Appraisal. A letter had been delivered in March 2018 to the owner of a residence in the Conservation Area expressing concern at the length of time it was taking to complete outstanding work as well as requesting that the front of the property was tidied up. No visible improvements had been witnessed and Ms Procter agreed to follow up in person the points highlighted in the letter.

11.Management of the playing field and playground Email notification of the ROSPA inspection due to be carried out September 2018 had been forwarded to Parish Councillors. Mr Lugo agreed to check over issues highlighted in the report from last year. The recent village clean had included a tidy up of the playground and play equipment had been cleaned.

12.Report on grading information for Parish Clerks Mrs Ellinor had prepared a report as the pay scale for the Clerk (presently SCP16) was set a number of years ago and had not been reviewed apart from the annual pay scale increase since it was first set. The report had been emailed for consideration to fellow Councillors prior to the meeting and Mrs Ellinor commended the pay scale for the Parish Clerk should be increased to at least SCP18 which would equate to an increase from £9.521p per hour to £9.808 per hour. SPC20 at a rate of £10.301 was proposed and unanimously agreed effective immediately.

Mr Brightwell gave his apologies and left the meeting. It was also resolved to extend the meeting for 30 minutes.

13.To consider co-option of a Parish Councillor It was agreed to defer this Item due to the limited time available.

14.Suffolk Coastal District Council Local Plan First Draft Mr Pipe had declared an interest in this Item so did not take part in this section of the meeting. Mrs Ellinor and Mr Brightwell would be attending a briefing session with the District Council and would email a report to fellow Councillors following which Parish Councillors would consider holding an additional public meeting in order to meet the deadline for comments (14th September 2018). In the meantime the Clerk would put up notices about the consultation and Mrs Ellinor agreed to email residents with notice of the consultation.

15.Items for next Agenda. No additional Items were put forward.

16. Date of next meetings: 4th September 2018 and 4th December 2018.

The meeting closed at 10.45pm.

Mrs C Frost
Parish Clerk. Tuddenham St Martin