

Minutes of the Meeting of Walberswick Parish Council on 13th April 2015

Present: Councillors Esme Richardson (chair), Michael Gower, Lorraine Haslegrave, Lee Sutton, Ray Goodman and the Parish Clerk Rebecca Whiting and about 5 members of the public.

No apologies

OPEN FORUM (start 19.15)

A member of the public informed the Chairman of their wish to record the meeting. It was agreed that the meeting could be recorded.

A member of the public informed chairman that they were not following the policy adopted for the recording of meetings in that they were not reading a notice on the subject to the audience before the meeting commenced. A different member of the public happened to have a copy of the policy printed which he gave to the chairman.

Compliments were paid by the councillors regards the quality of the thatching work now complete on the Jubilee Seat. With many thanks to Nick Walker.

As PCSO Jamie Newson was present the chair directed him to start with item 3 as follows.

Item 3 - To receive the Police Report

PC Newson reported one undetected burglary of shed or garage

Item 1 - To receive the District Councillor Report

Item 2 - To receive the County Councillor Report

There was discussion about SCDC's inability to "demonstrate" a five year supply of housing and the effect that was having on the recently agreed local plan that had in part been declared in part "out of date". As a result of this a problem had arisen with the approval of additional new housing in Wenhaston. A member of the public stated that there needs to be proper analysis of what kind of houses are required. Further discussion about the imminent handover of the social house in recent development in Walberswick to the housing association Saffron Housing.

A member of the public raised issues with bramble growth and a fallen tree on the footpath/Bridleways Sandy Lane, Walberswick and back of Millfield Road. Clerk to write to SCC.

A member of the public stated that the Parish council had breached it's policy for posting the agenda in advance of the meeting twice this year in so far as it was posted on the notice boards of the village but not the village website. Clerk confirmed this was due to technical issues first time and illness second time.

Open Forum (ended approx.. 19.30)

AGENDA

1. To receive Members' declarations of interest on any matters on the agenda
None
2. To note, discuss and agree or otherwise apologies for absence
None
3. Declaration of Interests/Dispensation Applications Received
None
4. Agree Minutes of Parish Council meeting held on Monday 2nd March 2015
Proposed by Cllr Richardson, seconded by Cllr Haslgrave and signed by Cllr Richardson
5. To receive the Clerk's Report
Clerk reported that Deposit Account Balance of £11,030.40 on 9 March and Current Account of £3,655.86 noting that the statement for the latter had not been received so the balance and presented cheques had been obtained via telephone that day. The Bank Reconciliation, Payments and Receipts (Appendix 1) were shown to the Councillors. The Clerk had worked 25 hours in March.

6. PCSO Jamie Newson of Suffolk Police to discuss issues with the roads in and around the village
PCSO Newson explained that he had looked into the state of the road and in particular had found that investigation had found that the poor state of the road had been found not to be the cause of the two recent road traffic accidents.

Nonetheless PC Newson has witnessed the poor road condition and has had discussions with Jimmy Butler regards mud being left on the road. Jimmy Butler had agreed to sweep the road more often than he had been doing. PC Newson has also been advised by Bob Clench that the road will be resurfaced in next 12-18 months. PC Newson stated that the Jimmy Butler had in the meantime also been putting out 'Mud on the Road' signs.

Cllr Goodman asked what the legal responsibility of farmers is with regards to leaving agricultural debris behind. PC Newson stated that the Police would recommend that debris is cleared as soon as possible. Acknowledging that this is quite loose, PC Newson advised that, in order to prosecute, the Police would need to know how long the mud had been left for. PC Newson therefore advises that if a resident notices that mud or debris is left on roads they should make a non emergency report to the Police using the non emergency 101 number and then himself or his colleagues would be able to come out and investigate. PC Newson noted that on the one occasion he had been called out, he spoke to the farm worker and everything had proved legal and they had cleared the mud from the road very quickly.

Cllr Goodman said that the road repairs had in some places made roads worse and called for residents to contact Suffolk Highways directly to keep reporting this. PC Newson advised that Bob Clench had always responded very quickly and positively to his enquiries.

7. Walberswick Disaster Resilience Plan
No update at this time

ER

8. Piggies on the Allotments

Cllr Goodman stated that the trial piggies had proved very popular and that Hugh Smiley was a very gracious and knowledgeable host, showing people the pigs. Cllr Richardson proposed that the pigs can continue to be kept indefinitely so that a vote is not required every year, under the same conditions as the trial; regulated, enclosed and not during summer season. Cllr Goodman seconded and all agreed.

9. Stocks Green bollards

Discussion about various types of prevention. Cllr Richardson advised some caution to consider the effects of an accident and the liability of WPC. Clerk was asked to write to Bob Clench to ask advice on effective but safe solution.

10. Replacement Jubilee Oak

Cllr Richardson proposed a vote as to whether a new tree should be dedicated for the Jubilee. Cllr Goodman stated that it would be good if WCLC could give some form of facility through which more trees could be planted as memorial in pre-determined places. Clerk was asked to raise this with WCLC. There was discussion about the merits of dedicating a tree so far after the Jubilee celebrations. Cllr Haslgrave, Cllr Goodman and Cllr Richardson voted not to replace the tree. Cllr Sutton voting yes. Cllr Gower did not vote.

11. Play equipment repairs

Clerk asked Cllrs to volunteer to visit play equipment and make note of some answers required by companies asked to quote on repairs. Cllrs Richardson and Sutton volunteered.

Cllr Sutton requested permission to purchase post cement for the goal posts to be installed. Cllr Gower proposed a maximum of £50 to be authorised for this expenditure. Cllr Goodman seconded.

12. Update from Bob Clench (if any) re 20mph limit- Ray Goodman

Cllr Gower explained that, as reported previous month, this is being held up by the 'buffer zone' issue. A second set of speed readings are being taken. It will need to go through design and implementation and statutory consultation by SCC or their contractors.

13. Discuss planning applications.

Due to planning deadlines, the Clerk had distributed PAG observations to Councillors and received their response by e-mail for Nightingales (Appendix 2) and Tows Cabin (appendix 3). This had been relayed to SCDC planning. Cllr Richardson read the PAG observations for the benefit of those present.

Concord Cottage was under permitted development rights. Cllr Goodman read proposal contained in the application. After discussion and review of the plans, no objection was raised by Councillors.

PAG observations were also received (Appendix 4) regards a piece of correspondence from Southwold Town Council regards the Southwold and Reydon Plan.

EP

14. Correspondence Received and Sent

The clerk stated that, not counting a myriad of election notices and forwarded copies of letters regards the roads, there had been 14 correspondence: 1 Freedom of Information, 7 Enquiries, 3 Notices and 3 Business. Of the items noted as Business correspondence there were two quotes from Norse for grass cutting (£75.45 and £28.41 per cut for Verges & Opens spaces and Football pitch respectively) from April to October which the Council agreed to accept and the Invoice from Nick Walker for thatching for which a cheque was signed. In general enquiries included a request from Disability Advice Service (DAS) for £15 grant. The letter was considered and the council unanimously agreed to a £15 grant.

15. To discuss any other matter the Chair will allow.

Cllr Gower asked if anyone had been able to locate the sand 'hole' that a dog had fallen into in March. Cllr Gower had looked in the reported area near to the harbour but could not identify any area of risk. Cllr Richardson agreed that she could not see the area that the dog's owner had referred to.

Cllr Richardson announced that neither Cllrs Hasgrave or Gower had stood for election and therefore this would be their final meeting. She thanked both for their service to WPC. She also noted that Cllr Gower was also retiring from District Council and acknowledged the hard work and commitment he had given Walberswick through the last 5 years.

16. Date of next meeting

Annual Parish Meeting 23rd April

Annual Meeting of Parish Council 11th May

Meeting Closed 20.30

Appendix 1 – Bank Reconciliation, Payments and Receipts to be scanned into final draft.

Walberswick Parish Council

Clerk: Rebecca Whiting - The Heritage Hut, The Green, Walberswick 1P18 6TT

Bank Reconciliation for 13th April 2015

	£	£
Balance in Deposit Account (07147051) on 9/03/2015	11,030.40	
		11,030.40
Balance in (Current) Account (00281763) on 13/04/2015	3,655.86	
		<u>3,655.86</u>
		14,686.26
<u>Less Unpresented Cheques</u>		
28.02.2015 Walberswick Church - Clerks services (976)	<u>257.50</u>	
		<u>257.50</u>
Balance of Cash at bank on 31st March 2015 2015		14,428.76
Opening Balance on 1.4.2014 (from Accounts)	13,015.73	
Plus: Receipts as shown in cash book on 28-02-2015	<u>12,820.05</u>	
		25,835.78
Less: Payments as shown in cash book on 31-03-2015		<u>11,149.52</u>
Balance as shown in Cash book		14,686.26

Missing bank statement for March. Clerk ordered replacement and gained current balance on phone on morning of 13 April 2015.

Rebecca Whiting

Walberswick Parish Council - RECEIPTS 2014 - 2015

Cheques Cleared

NO	MINUTE NO.	RECEIPTS	PRECEPT	BANK INTEREST	RECYCLING CREDITS	ALLOTMENTS	GRASS CUT RECHARGE	RENTS, WAYLEAVES	GRANTS	DONATIONS	MISC	VAT	TOTALS
1		Bank Interest paid Gross		£0.47									£0.47
2		Receipt of First Precept Instalment and Grant	£6,091.76										£6,091.76
3		Interest paid Gross		£0.36									£0.36
4		J M FOI Copying									£3.64		£3.64
5		Bank Interest paid Gross		£0.55									£0.55
6		JM FOI Copying									£3.64		£3.64
7		JM FOI Copying									£5.20		£5.20
8		Julia Bostock Photo Shoot									£75.00		£75.00
9		JM FOI Copying									£4.24		£4.24
10		Bank Interest paid Gross		£0.53									£0.53
11		Wayleave BT - Luke Jeans						£73.80					£73.80
12		Bank Interest paid Gross		£0.58									£0.58
13		Bank Interest paid Gross		£0.51									£0.51
14		Tinkers (Sarah Lawrence) donations								£142.00			£142.00
15		Receipt of Second Precept Instalment and Grant	£6,091.75										£6,091.75
16		Bank Interest paid Gross		£0.62									£0.62
17		UK Power - Wayleave payments						£24.70					£24.70
18		Bank Interest paid Gross		£0.83									£0.83
19		Reimbursement of Ins Premium for bonfire night									£72.00		£72.00
20		Allotment Rents			£226.00								£226.00
21		Interest paid Gross		£0.51									£0.51
22		Interest paid Gross		£0.47									£0.47
23		Interest paid Gross		£0.47									£0.47
24		Interest paid Gross		£0.42									£0.42
TOTAL			£12,183.51	£6.32	£0.00	£226.00	£0.00	£98.50	£0.00	£142.00	£163.72	£0.00	£12,820.05

£12,820.05

WALBERSWICK PARISH COUNCIL Payments 201: 014-2015

NO.	MINUTE	CHQ	SALARIES	ADMIN	ELECTIONS	TRAINING	INS	SUBS	ALLOT- MENTS	VILLAGE FACIL- ITIES	GRANTS, DONATIONS, GIFTS	\$ 137	VAT	Contin- gencies	TOTALS
		PAGE													
1	615/3	933	Temp Clerk Income tax (J. Boggis)	281.20											281.20
2	615/3	934	Temp Clerk's Pay Q4 (J. Boggis)	422.46											422.46
3	615/3	935	Clerk's Pay Feb & March (J. Lavery)	439.19											439.19
4	616/3	936	Temp Clerk's Expenses	10.20											10.20
5	616/3	937	WCLC - Sports Field Rent							1.00					1.00
6	616/3	938	M Gower - Filing Cabinets	30.00											30.00
7	616/3	939	SALC Training,Books, Payroll		162.95								17.40		180.35
8	616/3	940	Clerk's Pay for April	315.32											315.32
9	617/3	941	Walberswick Village Hall rentQ1							55.00					55.00
10		942	Cheque Cancelled												-
11		943	Clerk's Pay for May	333.33											333.33
12		944	PMF - Goalposts							441.62			88.33		529.95
13		945	SALC Subscription					158.00							158.00
14		946	Essex & Suffolk Water (sports ground)							20.21					20.21
15		947	J. Lavery - Clerk's expenses	74.87											74.87
16		948	J. Lavery - Clerk's salary (June)	319.82											319.82
17		949	J. Lavery - Clerk's salary (July)	175.67											175.67
18		950	Ridgeons - Materials Heritage Hut							194.02			38.81		232.83
19		951	SALC - Courses			600.00				26.00			120.00		720.00
20		952	Walberswick Village Hall rent(July, Sept)												26.00
21		953	Walberswick Church Council (for Clerk)	515.00											515.00
22		954	Business Services at CAS				885.88								885.88
23		955	Jeremy Solnick (Clerk's items)	62.76											62.76
24		956	SALC payroll service			28.00							5.60		33.60
25		957	BDO - audit fees for year ended 31-3-2013	2,089.00									417.80		2,506.80
26		958	Playsafety Ltd (ROSPA)							139.00			27.80		166.80
27		959	SALC (training) 2 Invoices			128.00							25.60		153.60
28		960	Community Action Suffolk												74.20
29		961	Walberswick Church Council Clerk services	515.00			74.20								515.00
30		962	Walberswick Village Hall (Oct, Nov,Dec)							55.00					55.00
31		963	BDO - audit fees for year ended 31-3-2014			100.00							20.00		120.00
32		964	Information Commissioner					35.00							35.00
33		965	Not used												0.00
34		966	Jeremy Solnick (Santa's Grotto)											293.18	293.18
35		967	Jeremy Solnick (Christmas Carols reception)											60.80	60.80
36		968	Not used												0.00
37		969	Walberswick Parochial Church Council	515.00											515.00
38		970	Sue Flack											50.00	50.00
39		971	Norse							99.79					99.79
40		972	Not used												0.00
41		973	Norse							618.32					618.32
42		974	Essex & Suffolk Water (sports ground)							24.39					24.39
43		975	Walberswick Village Hall (Jan, Feb, Mar)							39.00					39.00
44		976	Walberswick Parochial Church - Clerk Services F	257.50											257.50
			Year totals	4,099.69	2,356.63	0.00	918.95	193.00	0.00	1,713.35	0.00	0.00	761.34	403.98	11,407.02
															11,407.02

Cheque Cleared

Unrepresented

Appendix 2 – Planning Advisory Group: Report to Walberswick Parish Council

Planning Application ref DC/15/0730/FUL

Nightingales, Church Field, Walberswick IP18

31.03.2015

The house, Nightingales, lies outside the Conservation Area, at the corner of Church Field and Palmers Lane. The site is surrounded by trees and hedges.

The application seeks permission to convert the existing garage into a bedroom and to replace the lean-to carport with a newly built garage. The accommodation will be constructed of fair faced and rendered brickwork under a tiled pitched roof to match the rest of the house.

In the opinion of the group, the proposal is unobtrusive and will have no adverse effect on the neighbourhood.



Appendix 3 – Planning Advisory Group: Report to Walberswick Parish Council

Planning Application ref DC/15/15/0800/FUL

Tows Cabin, Ferry Road, Walberswick, IP18 6TN

29.03.2015

The application, which relates to work already carried out to the boundary of Tows Cabin, was first submitted in October 2014 as a non-material alteration to the existing consent, then subsequently withdrawn.

The new application shows additional screen planting along the north and west boundaries of the site, a boarded deck at the east end and the substitution of a shed for the bin enclosure - otherwise the proposal has not materially changed. In consequence, the PAG considers the observations on the design previously submitted for the consideration of the Parish Council still apply. Additionally, the group would draw attention to the awkward relationship of the proposed shed to the existing building.

Appendix 4 – PAG response to Southwold Town Council

Dear Ms Whiting

Thank you for forwarding the questionnaire and copy letter dated 5 February from Southwold Town Council requesting comments on its Neighbourhood Plan. At its last meeting, the WPC requested observations from the Planning Action Group. We accordingly set out our observations below.

' We consider that the Walberswick Parish Council should be consulted by Waveney District Council (and/or Southwold Town Council on their behalf) on any Planning Application or Planning Decision which may affect Walberswick in any way, either visually, socially or economically.

Further, part of Walberswick, to the south-west of the River Blyth, comes under the authority of the Waveney District Council, some of which is within the Waveney Conservation Area. Therefore it is vital that no decision of any kind is taken about this part of Walberswick without the WPC being consulted.

Both these points are important as Southwold is the nearest 'Service Centre' to Walberswick, therefore many County-wide decisions which affect Southwold by necessity affect Walberswick.'

Best Wishes

Planning Action Group