

**WALBERSWICK PARISH COUNCIL**

Minute of the meeting of Walberswick Parish Council held on Monday 11th December 2017 at 7.15pm in the annex of the village hall. Plans that accompanied Planning Applications were available to view from 7pm.

**Present:** *Councillors Bassinette, Richardson (in the Chair), Sutherland-Rogers, Sutton, Winyard. Mary Mitson-Woods, Clerk.*

**127/17 Chairman's welcome.** The chairman welcomed Councillors and members of the public to the meeting.

**128/17** Apologies for absence, from Councillor Mackay, were accepted and approved.

**129/17 Declaration of Interest and Requests for Dispensation:** Councillors to declare any interests. Notwithstanding this item Members may declare an interest at any point in the Meeting. Councillor Winyard declared an interest in Alexander Place planning application.

**130/17 Open Forum:** The Chairman will open the Meeting for no longer than 15 minutes for members of the public to be invited to give their views on issues on this agenda or raise issues for future consideration in accordance with S.O. 3f – 3k. Members of the public may not take part in the Parish Council meeting itself.

**131/17 Suffolk County Councillor Richard Smith** was not present and no report has been received.

**132/17 The Minute of the Meeting of 16th October 2017** was considered for accuracy and for the Chairman to sign as a true record. These were signed as a true and accurate record.

**133/17 Councillors considered an application to be co-opted as a Councillor on Walberswick Parish Council from Andrew Lewis** who has submitted the following statement: *My wife & I moved to Walberswick in October 2015, initially renting in Manor Close, but subsequently buying a property in the village: 2 St Andrews Close. This house is our registered permanent address (although we rent it out for part of the year as a Furnished Holiday Let), I am registered as an elector in the village and we currently have no intention of ever moving again! I am a company director with my own Limited Company (a management consultancy) and my situation is that I am semi-retiring at the end of December 2017 and am therefore in a position to think about becoming more active within the village community. I have some previous experience within the voluntary sector: I was the elected Chairman of the Village Hall for a number of years in my last village (Milton Malsor in Northamptonshire) and previously sat on the Board for the Prince's Trust in Cumbria when I was General Manager of the Carr's of Carlisle biscuit factory. If the post still requires to be filled and you think my experience and skillset may be relevant, I would be happy to discuss it further.*  
**Councillors Bassinette and Sutherland-Rogers proposed that Andrew Lewis should be co-opted to the Council and it was unanimously agreed that this should happen.**

**134/17 Finance Matters**

**a) Councillors considered payments on the Authorisation to Pay Sheet.** The Clerk told Councillors that two more invoices had been received after the Agenda had been posted. These were both to SALC – Training £210.00 + £42.00 VAT & Payroll services for 6 months £18.00 + £3.60. Councillors agreed that these additional invoices be authorised for payment.

**b) RFO reported current bank balance and presented bank reconciliation.** The bank balance at 30/10/2017 was £10,282.62, after cheques issued this leaves an available balance of £8999.38.

**c) Councillors considered a first draft budget for 2018/19** (to be confirmed at the meeting of January 2018). The Clerk had produced a simple proforma for Councillors to work from. In addition to the present expenditure headings, Councillors added Legal Fees reflecting that there were a number of potential issues

including renewals of leases, as well as independent legal advice, that the Council would need during the year. £5000.00 was included as a nominal figure for this item. It was noted that no invoice has been received for grass cutting and Norse will be asked to supply this and quote for 2018/19. It was noted that, in the past, WVHC and WCLC used to pay one sixth each of the grass cutting invoice to reflect areas cut within their ownership. The Clerk is to approach both organisations to see if they would be able to contribute to the costs in future. £1500.00 was placed in the budget for the external auditor, noting that all the costs above £100 pounds were incurred by questions submitted by electors and charged to WPC. Proper budgeting for Staff costs was discussed, acknowledging that the current 5 hours per week for the Clerk was not sufficient. The Clerk was asked to prepare a figure that represented 8-10 hours a week as well as the costs for the financial assistant. The Council also asked that a reserve of 10% of the total budget be added. The Clerk will update the draft budget to reflect the discussion and the final decisions on the 2018/19 budget would be expected at the January meeting. It is expected that even with an increase in the precept, adjustments in the initial figures for the budget will need to be reconciled.

### 135/17 Reports

#### a) **Damage to the sea defence pilings in Eastpoint Bay:**

James Darkins of the WCLC has responded to WPC's enquiry to say that the eastern arm of the bay is owned about one third by the Charity and two thirds by Waveney DC. A meeting is now being set up between the WCLC and the senior engineer of Waveney DC to discuss a better alternative to the hard piling. This discussion will include considering a conversion to a shingle 'spending beach' which would absorb the energy of the waves more effectively and help reduce erosion. WCLC will keep Cllr Sutherland-Rogers informed of progress in finding a solution.

**Litter and Bins** A number of residents who regularly and voluntarily litter-pick have reported an increase in litter dropping in the area roughly between the footpath from the ferry and the residents' car park or overflow car park which has become a litter hotspot. WPC has approached the WCLC to ask for their views in perhaps locating a trial bin somewhere in that area. WCLC are in favour in principle but giving consideration to an exact location. Cllr. Winyard commented that the area close to the benches near the ferry is a beauty spot and hoped that a discreet location could be considered. WCLC will keep Cllr Sutherland-Rogers informed.

Walberswick PC can now acknowledge that a conclusion has been reached on **clearing the land between Eastwood and The Pightle on The Street**. It has been established that the owners of the adjacent property (Mr and Mrs Le Roux) can claim riparian rights and clear the area. This will greatly enhance the location and Councillor Sutherland-Rogers expressed the Council's gratitude to Nat and Karen le Roux for agreeing to look after the area.

**b) Property** — Councillor Richardson had nothing to report.

**c) Highway Matters, traffic management and Car Parks.** Proposal for a joint parking and traffic review by WCLC to include representation from WPC; Councillor Bassinette reported that the proposal from WCLC was a good opportunity to look at a number of issues related to parking and traffic management in the village and that she recommended that the WPC join the WCLC and the Car Parks Corporation in this activity. The Council agreed to take part and nominated Councillor Bassinette to join the project.

**d) Speed Indicator Display (SID) Update.** Councillors considered a letter from James Darkins, Chairman of WCLC, regarding the acquisition of a Speed Indicator Display. Councillors Sutton and Winyard reported that a consultation has been held for comments and that no objections had been received and it seemed that there was wide spread support for the scheme. The WPC resolved to approve the project to supply the SID and to take responsibility for ownership, ongoing operation and maintenance. It was resolved that the WPC would welcome WCLC's offer to pay for the SIDs and that the WPC would agree to get the poles and handle/arrange maintenance once the SID were installed. It was agreed that the Clerk should complete the proforma, confirm insurance cover with CAS and liaise with SCC and other requirements to support getting the SIDs in place.

**e) Playing field/Playground** — Councillor Sutton had nothing to report.

f) **Village Hall notice board moisture ingress** — Councillor Winyard reported that the notice board backing is damaged. He will contact Clive Jackson, who supplied it to remedy this.

**136/17 Freedom of Information Investigation.** A complaint has been made to the Freedom of Information Commissioner regarding information that was supplied to a parishioner beyond the required timescale. **Councillors authorised the Clerk to respond to the FOI commissioner by the required time.**

**137/17 Planning Applications to be considered with reference to the relevant PAG reports**

**DC/17/4556/FUL - Porch at Close Cottage, Manor Close.** Councillors agreed with the PAG report and resolved that consent be given as the proposal as it is in keeping with the original dwelling and allows a much more rational use of the house.

**DC/17/4890/TCA —Tree to be felled, another to be crowned.** The Council accepted that tree work is essential and had no comment to make.

**DC/17/4263/VOC -Variation of conditions to DC/17/4406/FUL** Erection of new dwelling to rear of Spindriff. Councillors concurred with the opinion of the Planning Advisory Group that this application is contrary to the policies of the Local Plan and should be refused. This site is the subject of a previously approved Planning Application. The Design and Access statement at that time referred to the erection of 1 storey detached house to rear of existing dwelling. This new application is for, what in effect is, a 2 storey house. In view of the fact that it is a back land development on a tight site, the potential overlooking caused by providing a first floor mezzanine, would be intrusive to the neighbouring houses. We note that one of the neighbours whose property is overlooked has already objected to SCDC on these grounds. Inherently low levels of natural lighting can only be rectified by the insertion of windows. This, together with any internal alterations, would greatly increase the problem of overlooking and would affect all neighbouring properties. The Walberswick Parish Council objected to the previous application and it was unanimously agreed to recommend that this application is also refused.

**DC/17/4456/FUL-Single storey flat roof extension Ashtree, Lodge Road.** Councillors considered the view of the PAG that the application attracted no objection but with the proviso that there seems to be some confusion over the materials. In various places in the application there is reference to Corten, timber, profiled steel and zinc sheeting being used for the front elevation. Apart from the timber, these other three materials are not found in the immediate neighbourhood. Perhaps the use of just two materials might make the building less overcomplicated and fit in better. The colour of the polycoated profiled steel sheeting is also a key issue. The Council unanimously agreed that consent be given with the proviso in place.

**DC/17/3887/FUL—Tamarisk, side and rear extension.** Council considered the PAG report which concluded that although revised drawings for this application have been submitted, reducing the area to the extent that the proposed two storey development no longer projects forward of the existing house, a major concern expressed in an earlier report (dated 29.09.2017). The ground floor extension of the dining area, although little reduced in area, has a more subsidiary character which is welcomed. Nevertheless, it remains the PAG view that the extension is excessive in area and too dominant in relationship to the existing house. It does not comply with the requirements of policy DM 21 of the Local Plan and is detrimental to the character of the Conservation Area. After considering these points Councillors agreed that consent be refused.

**DC/17/4550/TCA -3 Alexander Place** —tree surgery. Councillors agreed that there was no objection to tree work.

**DC/17/4545/FUL -2 Valley Farm** extend and alter existing studios. Councillor Winyard declared an interest in this application and left the meeting for the duration of the discussion. The Councillors took into account that the Planning Advisory Group objected to this application stating that the proposed extension of the studio lies within the curtilage of Valley Farm, a Grade 2 listed building, and set among two other listed buildings -The Bell Inn and Bell Cottage. The documents of the application on SCDC's web make no mention of this. What is at present a low building with a flattish mono-pitched roof would become a much larger pitched-roof building. This would detract unnecessarily from the attractive historic building surroundings. Were it replaced by a similar low mono-pitched roof it would be much less imposing. To the southern part of

the studio is a full height glazed corner window. Oddly this is only centimetres away from the fence at the bottom of the garden. Councillors agreed with the PAG conclusion and unanimously resolved that consent be refused.

**DC/17/4648/FUL- Leveretts** Proposed alterations and extensions. The PAG report noted that: The renovation of the house will improve its appearance within the Conservation Area and the extension to the south is not objectionable. The extension to the east will be obtrusive and should be re-examined with the aim of reducing its bulk. A landscape statement is required regarding present and future screening. The removal of the garage and other garden structures will free the garden and allow views through from the Street to the landscape beyond. Councillors agreed with the PAG conclusion that the proposed renovations and alterations are generally to be welcomed but shared the PAG concerns about the bulk and height of the extension to the east.

**DC/17/4401/FUL— Bird hide off Leveretts Lane.** The PAG report concluded that in spite of the Charity's stated intention, both the Location Plan WCLT 1A and the Block Plan WCLT 0 continue to refer to the provision of parking along Bennetts Drift. These drawings must be revised to omit any reference to parking. Information is required to show the relationship of the hide to the fencing and gates of the adjoining cattle enclosure and the pedestrian route through. As located on Plan 0, the hide will block views of the marsh from Bennetts Drift. Consideration should be given to siting the building by the reeds to the west and south of the proposed location, sufficient to maintain the view and avoid the need to cross the cattle enclosure to gain access to the hide. In this way the hide would also be less obtrusive. Information is required regarding the construction, surfacing and detailing of the footpath along Bennett's Drift. At its eastern end the path becomes very muddy at this time of year where the cattle have gathered. The Landscape Assessment shows the site in its wider context, but not the hide. The omission should be made good to allow consideration of the impact of the hide on views across the marshes. The proposed sign at the entrance to Bennetts Drift directing visitors to the Ferry Road car park will not be effective in preventing traffic from detouring into Leveretts Lane. It should be made clear in all publicity and promotional material that access from Leveretts Lane is for pedestrian only. It may be appropriate for WPLC and WPC to establish a joint monitoring group to survey traffic movement in the area following the construction of the hide. Councillors agreed with the PAG conclusion that no determination should be made until the matters above are addressed.

**DC/17/4247/FUL - 1 Anchor Cottages,** The Street, Walberswick IP18 6UA. After considering that the PAG concluded that No 1 Anchor Cottages is a rare and little altered 18th century dwelling which meets at least three of Suffolk Coastal District Council's criteria for a 'non-designated heritage asset' namely 'Aesthetic Value', 'Integrity' and 'Rarity'. The application shows no recognition of the worth of the building or its value to the Conservation Area and does not provide sufficient reason for its demolition. The additional changes to the consent 17/0800 should be the subject of a revised application rather than deemed to be approved as argued by the applicant. For these reasons, the Planning Advisory Group considers the application should be refused. Councillors agreed with the PAG opinion that this application is contrary to the policies of the Local Plan and should be refused.

**138/17 Date of Next Meeting: Monday 8th January 2018:** The meeting finished at 8.40pm

**Note from public forum – not part of the official Minute**

*James Darkins, on behalf of WCLC, reported that changes are planned to out of hospital care for people in Walberswick, precipitated by budget cuts. This valuable service is at risk due to the fact that the Waveney Health Authority feels the Sole Bay practice benefits more than other areas. WCLC was organizing a meeting with the relevant authorities to discuss this. The Council was invited to provide representation to these meetings. Councillor Sutherland-Rogers agreed to represent the Council.*

*Another villager raised matters including the Minute of 16/10, budget changes, the Clerk's salary and an investigation by the FOI Commission*

*A further villager asked the Council to consider carefully the introduction of double yellow lines as they are active all year whereas single lines only apply a restriction in the busy season. It was noted that this would be included in the Traffic Management Review.*