

Swilland and Witlesham Grouped Parish Council

Clerk: Mr. Steven Barron

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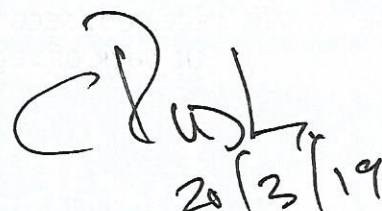
Parish Council Meeting

Weds 16th January 2019, 7.30pm at Witlesham Village Hall

MINUTES

1. Chairman welcomed all to the meeting.
Present: Mr Rush (Chair), Mr Templeman, Mr Everett, Mrs Shaw, Dr Nicol and Mr Hindle. In attendance: Three members of the public.
2. The Code of Conduct Declarations of Interest – None
3. Apologies received from Mr Lightfoot, Mr Stanley and SCD Cllr Robert Whiting
4. To approve Minutes from the meeting held on 21st November 2018 -
Agreed as a true record and signed by the Chair.
5. Suffolk County Councillor report – SC Cllr Robin Vickery not in attendance.
6. SCDC Councillor report – SCD Cllr Robert Whiting not in attendance
7. Police Report (Newsletter PC Website) -
Mrs Shaw had attended the January SNT meeting at Woodbridge Police Station. There have been issues with motor cycling along the village footpaths to the rear of Weyland Road and late night problems in the school car park including on one occasion, people sleeping in a vehicle until the early hours. Police were aware of both of these issues and had responded. Issues with fly-tipping and burning rubbish in the Rec. Ground car park were also discussed along with vehicles speeding through the villages which continued to be a concern. The next meeting would be Thursday 21st Feb.
8. Planning –
Mr Hindle reported on recent applications, whether supported or objected to by the PC, which included:
 - 1 Mill Lane (Rose Cottage), objected to, refused by SCDC
 - Barn Cottage Hall Lane Listed Building Consent, permitted by SCDC
 - Street Farm, was not objected to, awaiting decision by SCDC
 - Listed Barn conversion Strugglers Lane, supported, awaiting decision by SCDC
 - Fynn Valley Golf Club Variation of Conditions on a previously approved application had no objections, decision awaited by SCDC.

A new planning application was published by SCDC on 14th Jan for Newton Hall Equitation Centre and this would be an agenda item the next PC Planning Meeting in February, date to be confirmed.


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Homeland House, apart from mini-bus operations on the site, all other stop notice elements were being complied with. SCDC had written to the mini-bus company and a response was awaited.

The Suffolk Coastal Final Draft Local Plan. This was the final draft before going to the Planning Inspectorate and Public Examination and would be an agenda item for the Planning Committee in February, date to be confirmed. The window for submitting responses was from 14th Jan – 25th Feb 2019. The consultation would be mainly in terms of legality and soundness. Details of the plan would be available from the SCDC website and the Clerk would advertise this via notice boards and the PC website, plus via the email list along with details of where in the large document to find the parts relevant to our parishes.

Chairman thanked Mr Hindle for the report and requested a temporary suspension of the meeting to allow a member of the public to speak about the Newton Hall Planning Application, which was agreed (19:50). The individual had wrongly assumed that the application had been an agenda item for discussion but Chairman confirmed that it was not. However the member of the public explained his concerns with the application and advised that there was a great deal of local concern. Chairman advised that all comments should be sent to the District Planning team who will be dealing with the application, but happy for any copies to be sent to the Parish Clerk for review at the Parish Council planning meeting which would be where the application would be fully reviewed and discussed in a formal procedure. A sample of a flyer leaflet intended to be sent to all residents of Swilland was submitted to the Chair for information. Meeting resumed at 19:58.

9. Highways –

a) Speed Initiatives SCC Highways estimate £2,785.55p (Inc VAT)

The Chair updated on some speed initiatives that he has been requesting for some time and now SCC Highways have provided an estimate of £2,785.55 for these works to improve speed limit signage including painting 30mph speed roundels at regular intervals throughout the villages of Witnesham and Swilland in response to the many concerns of residents about speeding in the villages. Mr Hindle proposed that council agree to proceed with the implementation of the planned improvements and agree the expenditure based on the estimate supplied, seconded Dr Nicol: Carried.

b) Gibraltar Crossroads SCC Highways estimate £3185.87p (inc VAT)

Chair again informed the meeting of the huge amount of time, correspondence and meetings he had spent to try and get the 40mph limit on the B1078 extended to cover the Gibraltar Crossroads junction. Sadly the County Highways team had again re affirmed that this would not be supported but have suggested and costed a list of proposed safety measures as an alternative. These were listed by the Chair and included improved high visibility signage, additional road markings from all directions and a bold white line through the kerb line on both sides of the B1078 across the junction. Again the Parish Council were asked to pay for the works which Mr Everett proposed council should proceed to order the work based on the estimate received, seconded Mr Templeman: Carried

c) Cut back of vegetation on Mow Hill and Jubys Hill – Already resolved.

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10. Footpaths –

Mr Hindle reported that the use of off-road motorcycles on FP21 behind Weyland Road, Winesham seemed to have stopped after the SNT issued an ASB warning. There had been one email on 7th Jan from a resident, expressing concerns over fresh tracks on the path. This was being monitored and no action was considered to be required currently. Chair thanked all those involved in tackling this issue for their efforts. Chair advised anyone to report any repeat of this directly to the SNT Police team who were aware. Anti-slip strips had been requested for footbridge in the marshes crossing towards Cockfield Hall but had not been fitted yet.

11. SAVID (Safer Village Driving) – No update

12. Playing Field management Committee –

This post was now vacant due to a councillor resignation. The vacancy would be pursued. Clerk reported that this year's fee from WASPs would be requested in January.

13. Play Area Inspections –

Mr Stanley was not present. Mrs Shaw agreed to take over the Play Area inspections after being asked by the Chair, and asked for appropriate instructions to be supplied.

14. Recreation Ground –

- a) Cut back of banks on lower area – Resolved prior to meeting.
- b) Litter issues –

Dr Nicol reported that there had been issues with discarded take-away food packaging, carrier bags and cardboard boxes used to deliver glass to the bottle banks which had all been left on the ground beside the bottle banks and not emptied into the banks themselves as the bottle banks were clearly full. It was acknowledged that XMAS was a busy period and it was apparent that people from other local villages as well as passers-by were all dumping their bottles on the ground rather than taking them away or finding an alternative bottle bank elsewhere. Volunteers had fortunately cleared the rubbish and extra bottles, but the Clerk would contact the bin supplier for more frequent collection. Dr Nicol had obtained a quote for a litter bin of £226 plus VAT and £250 for some signage for the bottle bank and general area to warn of littering and not to leave bottles in bags and boxes for collection which Mrs Shaw proposed should be approved, seconded Mr Everett: Carried.

15. VHMC –

Mrs Shaw reported that estimates for new curtains in the hall had been received to help with improving the acoustics. Dr Nicol advised that council had fixed budgets set for the village hall for this year and next. Clerk would send details of the amounts to Mrs Shaw for VHMC's information. There had been some recent bookings where hirers had left the hall in an unclean state and had run on significantly beyond the hire agreement deadlines. Mrs Shaw advised the deposit amounts set would be reviewed by the VHMC. Dr Nicol reminded the meeting, as per the November minutes, that council had requested VHMC to obtain a quote or suggest a solution for between six and

ten tables which could be made available for the Village Show, Church Fete and other general uses along with any storage implications.

16. Tree Officer- Nothing to report

17. Allotments

Clerk reported that all payments for the ten taken tenancies for 2019 had been banked and that the two vacant plots would be re-advertised.

18. Correspondence –

There had been some responses to the email sent out regarding Parish Council vacancies and co-opting would be an agenda item for March. A hard copy of the Sizewell C Stage 3 Consultation had been received.

19. Finance Update – Clerk as RFO (balances as of 11th Jan 2019)

a) Current Account £29,423.85p

b) Ipswich Building Society £8368.27p

c) To review and approve the Financial Risk Assessment 2018-19

Copies of the Financial and Management Risk Assessment for 2018-19 were circulated prior to the meeting. **Council agreed to approve and adopt the Financial and Management Risk Assessment for 2018-19.**

Current financial situation

Clerk stated that this was good. Adjustments for 2019-20 regarding the Recreation Ground project spend would be needed as project was behind schedule and would not complete this financial year. Mr Hindle thanked the Clerk for the information sent to councillors regarding Community Infrastructure Levy (CIL) which was useful.

20. To approve the following payments (all inclusive of VAT where appropriate)

a) Administration December	£231.41
b) Postage and stationery	£9.54
c) HMRC PAYE Tax Q3	£162.20
d) Baptist Church donation annual hall hire	£70.00
e) Churchyard costs Witnesham	£420.00
f) Churchyard costs Swilland	£420.00
g) Hedge cuts B1077 Witnesham	£120.00
h) Printer ink cartridges	£14.99

The above payments were all approved by council.

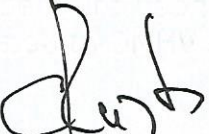
21. Matters to be brought to the attention of the Parish Council –

Mr Rush thanked Mr Hindle for organising the successful and well attended Boxing Day walk.

Mr Hindle expressed concern regarding Witnesham School and its current capacity given the Parish is unsighted on many aspects of the school including the numbers of children attending, class sizes and general wellbeing of the school and its premises. Chair agreed to write to the Head Teacher for an update for the next meeting. Clerk reported that Data Protection Risk Assessment would be a required agenda item for March.

Mr Rush thanked a local resident who had attended the entire meeting with a view to considering standing as a Parish Councillor in the near future.

Meeting closed at 9:10 pm


20/3/19