

# Swilland and Witlesham Grouped Parish Council

Clerk: Mr. Steven Barron

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## Parish Council Meeting

Weds 27th November 2019, 7.30pm at Witlesham Village Hall

### MINUTES

1. Chairman welcomed all to the meeting.  
Present: Mr Rush (Chair), Mr Templeman, Mr Hindle, Mr Henley, Mr Everett, Mrs Shaw, Dr Williams, Dr Nicol, Mr Stanley.  
In attendance: ESCllr Tony Fryatt and one member of the public.

2. The Code of Conduct Declarations of Interest – None

3. Apologies: Mr Collings and Mr Hill

4. To approve Minutes from the meeting held on 18th September 2019 -  
Agreed as a true record and signed by the Chair.

5. Election of Co-option Candidate

After the chair invited a prospective candidate to address council, it was proposed, seconded and agreed that Mr Austin (Witlesham) be co-opted on to the council. A signed "Declaration of Acceptance of Office" was completed and Mr Austin joined the meeting.

6. Vote of No Confidence in SCC Councillor Robin Vickery (RV)

Chair advised the meeting that Cllr Vickery had been made aware of this agenda item and had been invited to attend.

Discussion began and points made included that the role of a SCC Cllr was to reflect the views of local constituents and to lead and represent the community. It was felt that RV had not done that in regard to the Ipswich Northern Route (INR). The INR which proposes all 3 routes passing through the Parishes could potentially devastate the villages. Residents were worried, property sales were difficult etc. During debate it was questioned what effect a vote of no confidence would have and that in itself, would not improve representation of the parishes at SCC. A proposal was made **"The Parish Council agrees a vote of No Confidence in SCCllr Vickery and requests that he resigns immediately as he has repeatedly failed to represent the view of the vast majority of his constituents that the Ipswich Northern Route proposal should be opposed."** This proposal was seconded and carried, with one vote against and one abstention. Chair agreed to draft correspondence as a result of the decision.

7. Suffolk County Councillor report – SCCllr Robin Vickery not in attendance. Chair informed the meeting that RV had sent correspondence offering £1k funding towards SID provisioning which is no longer in scope. After responding, clerk is waiting for clarification that this funding is still available for the Play Area instead.

*[Handwritten signature: C. Rush 15/1/20]*



8. ESC District Councillor report – ESC DCllr Tony Fryatt

Mr Fryatt gave a verbal report which included the following topics:

- Northern Route East Suffolk Council stance
- East Suffolk to battle climate change
- Community partnerships
- Changes to carton recycling
- Dog owner fined for failing to clear up after pet
- Greenprint Forum : The next event will be held on the evening of 3 February 2020 at Riverside in Lowestoft, and will be on the theme of climate change and actions around mitigation and adaptation.

Full briefing is available on PC website.

After being questioned by council about ESC decision process for INR, Mr Fryatt agreed to take this away and report back.

On the determination of the East Suffolk District Council Local Plan, Mr Fryatt believed, would be announced in January.

9. Police Report -

Unfortunately apologies were given by Dr Nicol and Mrs Shaw that attendance was missed at the last ASB meeting. Chair informed the meeting that the "No Cold Calling" signs purchased, had been distributed to some residents in Weyland Road by a volunteer member of the public.

10.Planning -

Mr Hindle reported that the fact that the Street Farm application still showed as awaiting decision on ESC website was due to ongoing conditions of granting permission.

An application for an extension at Berghersh House had been supported by the PC.

A pair of applications within MSDC at Green Farm, The Green, Ashbocking for 28 dwellings and some potential community land being made available, with a new proposed access road off the B1078, had been consulted on by the PC as the plan impacted the area adjacent to the B1078 bordering Swilland (which is in ESC District). The decision was that the committee objected to both applications on reasons of inappropriate access and the opening up of a substantial area of land to future development and loss of agricultural land. It seems that the case for community funding and demand for a centre has not been proven. The committee recommends further investigation to an alternative access on the B1077. Asbocking PC had welcomed this decision.

An appeal lodged by the applicant against the refusal by ESC of a new dwelling on land adjacent to Meadowsweet, Wash Lane, had been withdrawn.

11.Highways -

a) Ipswich Northern Bypass -

It was reported that the INR date for a decision is hoped to be sometime in January after the General Election process.

b) Stop! Campaign update -

Stop! Campaign had advised that Birketts solicitors had been appointed to assist the campaign in formulating a legal challenge on the many aspects of the proposal. There is a surgery Birketts are offering at their Ipswich Offices

*Cheryl*  
15/1/20



on December 9th for those whose properties in particular at risk. See Stop website for details and how to book by 26th Nov.

c) Gibraltar Crossroads –

Chair reported that the white line and signage work funded by the PC had been done. Dr Williams reported that at a recent SAVID meeting, held in Witnesham, at which SCC Highways engineer had been in attendance, this item was discussed. SCC Highways views were that the road stretch in question did not meet the criteria for a 40 mph limit policy and that a future fatality at the location would not necessarily change this as it would depend on the actual cause of the accident. Dr Williams was investigating these criteria in relation to the site and further correspondence would result.

d) 30mph Speed Initiatives –

The 30mph complete design had been finally implemented.

e) Update on RTC on the B1078 in July where Police were in attendance. An FOI request had been submitted by the clerk and response was pending. Chair was following up with police contacts.

12. Footpaths –

Mr Hindle reported that there were no major issues. A broken manhole behind the Barley Mow pub had been cordoned off. The styles in the meadow between Hall Lane and Witnesham Hall were under observation. The Boxing Day walk would begin at the Recreation Ground car park at 11:00.

13. SAVID (Safer Village Driving) –

a) SAVID update –

Mr Henley had attended the last meeting in Witnesham on 20th November as Swilland and Witnesham SAVID rep.

b) To consider sign up to SAVID shared SID –

Mr Henley informed the meeting that there was an opportunity for the parishes to sign up to the SAVID shared Speed Indicator Device (SID) which could be used for approx. two months of the year. The SID would collect traffic speed data for analysis as well. The first two posts would be provided free, each additional post would cost £190, but this might be avoidable by utilising existing sign posts for the SID. A survey of possible posts and sites would need to be done. Volunteers would be needed to manage the SID when on loan. Brackets would be £50 each and the insurance would be covered by the hosting parish of Grundisburgh. **It was proposed, seconded and agreed that the council should sign up to the SAVID shared SID.**

c) To consider a one off donation of £100 2020-21 –

**In response to a written request received, for all member parish councils to consider a one off donation to SAVID of £100 in 2020-21 was proposed, seconded and agreed.**

14. Playing Field management Committee –

Mr Stanley reported that a meeting for October request by the clerk had not been successful and **another request would be sent to all stakeholders in late January.**

15. Play Area Inspections –

Mr Stanley reported that the steering wheel repair at the Rec. Ground was still pending. **Mrs Shaw reported that the school site had a loose gate**

C. Reith 15/1/20



**post and bird deterrent strips above the swing had become loose. Clerk would follow up.**

16. Recreation Ground – Chair reported that quotes were still pending.

17. VHMC –

Mr Henley reported that he would be unable to attend the next meeting on 4th December. The main issue of concern currently is the sound quality and acoustics. The VHMC had invited Dr Nicol to the next meeting and he had agreed to attend and work with Mr Henley to progress this.

The car park had been resurfaced and the council had made a grant of £320 to the VHMC part funding towards this work.

18. Tree Officer- Mr Templeman had nothing to report

19. Allotments

Clerk reported that the annual tenancy renewal correspondence would be sent ASAP and the rents were unchanged from last year. All plots were occupied.

20. Correspondence –

An email had been received from a Westerfield resident regarding delays and encroachment at the railway crossing and white lining at the Lower Road crossroads. This had been circulated and a redacted message to our residents had also been sent. Feedback in general was that people were pleased to see improvements and more freight on the railway. In regard to the white lining and signage it is something that is also noted, but really felt that this is an issue for his own Parish Council. Clerk would respond accordingly.

21. To approve and adopt the Financial Regulations 2019

A copy of the draft regulations had been circulated prior to the meeting and the Finance Committee had recommended approval at their meeting on 21st October. **It was proposed, seconded and agreed that council should approve and adopt the Financial Regulations 2019.**

22. Defibrillator Provisioning –

Dr Williams reported that permission was being sought to connect to the supply of the street light in the School. It was agreed that based on the verified quotes now received and that council are well within budget, that council proceed to place the orders. Training would be available and **insurance for the Barley Mow defib. was required. Clerk would follow this up.**

23. 2020-21 Draft Budget and Precept –

Dr Nicol gave an overview of the draft budget which had been approved by the Finance Committee on 21st October. This included a Play Area project of £30k and potential INR budget of £2.5k. **It was proposed, seconded and agreed that council approve the 2020-21 budget of £46,505 income and £46,605 expenditure.**

**It was proposed, seconded and agreed that council approve to set the precept for 2020-21 to £14,000.00p.**

*Dr Nicol 15/11/20*



24. Village Show – Mr Stanley informed the meeting that this was due for the second Saturday in July 2020.

25. Future planting options along High Road Swilland -

This agenda item was a result of correspondence received from a Swilland resident who had asked for alternatives to large numbers of daffodils being planted, such as a more diverse planting of wildflowers. The resident's concerns and suggestion were noted and council agreed to potentially consider options for the future.

26. Finance Update – Clerk as RFO (balances as of 26th Nov 2019)

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|--|-------------|
| a) Current Account   | £26,422.52p |
| b) Ipswich Building Society (IBS)  | £8368.27p   |
| c) Proposed £300 honorarium payment for admin support in the INR Stop campaign |             |

Chair explained this proposal had come via the Finance Committee and was a gesture of gratitude for the extra hours of unpaid work done by the clerk as part of the INR opposition. **It was proposed seconded and agreed that a £300.00p honorarium payment be made via the PAYE payroll.**

Current financial situation -

A precept income payment of £6,815.31 had been received.

A VAT reclaim of £1256.96 submitted in September was unlikely to be received until the New Year as HMRC turnaround times were 13 weeks in another case.

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

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|--|----------|
| a) Administration October                  | £219.82  |
| b) Administration November                 | £219.82  |
| c) Councillor Training                     | £132.00  |
| d) Daffodil Bulbs                          | £133.85  |
| e) Printer Ink, Postage and mob phone      | £41.64   |
| f) B1077 Hedges Cut Back                   | £134.40  |
| g) Annual Grass Cutting                    | £2258.09 |
| h) Internal Audit                          | £128.00  |
| i) 6 Months Payroll                        | £54.00   |
| j) Annual Web Site Hosting                 | £60.00   |
| k) Grant to Village Hall for Car Park work | £320.00  |
| l) Honorarium payment INR admin support    | £300.00  |
| m) Play Area gate and fence repairs        | £160.00  |
| n) Hall hire 2 x November                  | £44.00   |

**The above payments were all approved by council.**

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

Concerns were raised regarding the multiple vehicle parking at one location in Upper Street where building work was taking place. The vehicles did not appear to parked illegally but this was noted.

Mud on the High Road in Swilland had been observed as a potential hazard and Dr Williams agreed to speak with the nearby landowner.

The XMAS Fayre was due on 22nd December and cones were ready for use for traffic management.

The consideration of the use of PC email addresses for councillors, bank signatory issues with online banking and all council adopted policies should be on the website were issues raised. Clerk reported that all policies were

15/11/20  
Clerk



online. The bank signatory issue would be addressed as part of online banking process which has not yet been set up.

Meeting closed at 9:45 pm

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