

## Swilland and Witlesham Grouped Parish Council

Clerk: Mr. Steven Barron

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### Parish Council Meeting

Weds 23<sup>rd</sup> September 2020, remotely via Zoom, 7:30pm

#### MINUTES

1. Chairman welcomed all to the meeting.  
Present: Mr Rush (Chair), Mr Templeman, Mr Hill, Mrs Shaw, Dr Williams, Dr Nicol, Mr Collings and Mr Hindle.  
In attendance: SCCllr Gordon Jones
2. The Code of Conduct Declarations of Interest – Mr Templeman co-owns land which forms a site within the ESC Local Plan (item 8 Planning)
3. Apologies: ESCllr Tony Fryatt. Chair reported that Mr Stanley had resigned from the Parish Council on 22<sup>nd</sup> September and his service to the council over the years was much appreciated. On Clerk's advice, it was agreed to advertise all PC vacancies with a view to co-option of candidates.
4. To approve Minutes from the meeting held on 15th July 2020 – These were agreed as a true record and signed by the Chair.
5. Suffolk County Councillor report – SCCllr Gordon Jones had submitted a written report which had been circulated to councillors. He gave a verbal update which included C19 cases in Suffolk continue to be low and two schools affected with isolations invoked. A comprehensive spending review was underway to lobby for fairer funding due to changing expenditure and demand. SCC Cabinet had met and voted not to support Sizewell C and further mitigation was felt to be required of EDF. Examples of concern were transport issues, EDF reactions to rail and sea alternatives, local pylon issues and villages bypass demands on A12.  
The Gibraltar crossroads issue had not been chased up this month but he would do so after tonight meeting.
6. ESC District Councillor report – ESC DCllr Tony Fryatt not present.  
DCllr Fryatt had sent a written report which was available on PC website and it was also noted that ESC had approved The New ESC (old Suffolk Coastal Area) Local Plan today.
7. Police Report and ASB Meeting update - Dr Nicol reported that there had been a meeting 10<sup>th</sup> September via Skype at which there was no police presence. He did raise an issue regarding stolen milk bottles in Witlesham. It was noted that Westerfield reported that speeding was still a concern despite three SIDs being deployed. Next meeting 22<sup>nd</sup> October via Zoom 10:30 am.
8. Planning – Mr Hindle reported that there had been one Planning Committee meeting on 7<sup>th</sup> September which covered two minor applications at the Fynn Valley Golf Club site. Two applications for the site at Homelands House were previously not objected to, but with PC conditions requested on such that

*Dr Nicol* 25/11/20



there were no operations on site, admin only, controlled operating days and times. Both had subsequently been approved by ESC with the conditions pretty much applied as per PC requests. The appeal at Kersey Croft was still in progress and there had been no update on Street Farm. The enforcement case in Mill Lane was progressing. The ESC Local Plan approved by ESC would include the allocation on Mow Hill. Mr Hindle advised the meeting that the planning system was likely to change in the next couple of years to more of a local plan framework and as such, he asked that Council should reconsider a Neighbourhood Plan which would be an agenda item at the next planning committee meeting.

9. Highways –

- a) Gibraltar Crossroads – There had been a meeting with SCC Cllr Jones, Dr Williams and David Chenery from SCC Highways. Dr Williams reported that SCC Highways stance was not to progress this as the Police did not support the 40mph limit due to enforcement issues. Cllr Jones reported that risk of collision was a paramount main factor. Whilst the site did not comply with some paragraphs in the SCC criteria document, it did on paragraph 4. David Chenery had agreed to organise another traffic survey which Cllr Jones would fund.
- b) Other Highways issues- Dr Williams reminded the meeting of the efforts made to get the School Zone Sign repaired by SCC in Swilland High Road and thanked the Clerk for his persistence in trying to get this done after one repair on the wrong sign had occurred and a re-report being made about the original. Chair again raised safety concerns about the lack of pavement between the School and heading north on High Road and agreed to supply photos to SCCllr Gordon Jones for him to take up with SCC Highways.

10. Footpaths – Mr Hindle had nothing to report. Mr Hill raised an issue with the gate at the end of Hall Lane. Mr Hindle agreed to speak to the landowner. Mr Hill had been approached by a resident about vegetation blocking the pavement on Mow Hill. Clerk advised that the resident could report this via the PC website links to SCC and should stress the safety concerns of pedestrians having to walk on the road to pass.

11. Playing Field management Committee –

- a) Dog fouling on the Playing Field: Options for action to be taken – Mr Rush reminded the meeting that signage exists at the entrance which had been cleaned by him at the weekend to try to help with visibility. **Council agreed to provide additional signage with reference to The Dog Fouling Act including possible fines for breaches. One sign for the side entrance, one for the five-bar gate and also one for Swilland Church which Dr Williams had requested. The Clerk will progress.**
- b) Next PPMC meeting – Considering Mr Stanley's resignation, the arrival of a new Headteacher and C19 difficulties, **it was agreed that this was put on hold for now.**

12. Play Area Inspections –

Mrs Shaw had submitted a written report to the Clerk on the school site and RoSPA inspections were also due this week on both PC sites. Clerk would combine any requirements from the two reports as appropriate. Clerk

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reported that additional signage with C19 advice on using play areas had been deployed this week.

13. Recreation Ground

- a) Various tree issues at the site – This had been resolved prior to the meeting on H&S grounds with an order placed by the Clerk with a supplier for £300 plus VAT with work to be carried out in December. Mr Rush thanked Mr Templeman for taking this up.
- b) Quotes for play equipment  
Chair reported that all three quotes were in. These were for a zip wire and a climbing frame for older children at the Rec. Ground with another climbing frame for the School site. Grants would now be sought.

14. VHMC – Mrs Shaw reported that the VHMC were due to meet on 24<sup>th</sup> September to which Chair asked Mrs Shaw to ensure that Mr Austin was invited. The new windows had been delivered this week and were awaiting fitting. Concerns were raised whether Mr Austin was included in the VHMC email list. **Mr Rush agreed to contact Mr Austin.**

15. Tree Officer- Mr Templeman had nothing more to report

- a) Proposal to plant a tree on PC land junction B1077 and High Road – The WI had requested Council's permission to plant a tree on the land at the junction of the B1077 and High Road. **Council agreed to this pending confirmation as to who actually owned the land as it might not be the PC. Clerk would raise a case with SCC Highways to establish ownership and respond to the WI.**

16. Allotments - Clerk reported that all plots were taken and Plot 13 at Coopers Close had been taken up with the tenant agreeing to clear it as it was quite overgrown. One resident had been put on the waiting list. Clerk thank Mr Hill for his assistance is arranging viewings of the plots.

17. Correspondence – SCC had written to advise of potential deployment of electric car charging points installation across Suffolk. **Council agreed that they were in favour of this idea and an agenda item for November meeting would be added pending Clerk's check on any deadlines for application.**

18. To approve the Council's Website Accessibility Statement – **Council agreed to approve the published Website Accessibility Statement.** Clerk reported that from the testing carried out, combined with the statement, then Council would now be compliant with WCAG 2.1 AA.

19. Parish Paths map re-printing options – Mr Rush reported that council still held approx. 250 of the original maps. Clerk advised the meeting of the quoted costs from a supplier for printing a new updated map in quantity. **It was proposed, seconded and agreed that Council should obtain 1000 copies for £175 adding set up charge of £20 plus VAT.**

20. Sizewell C Public Consultation response – Councillors discussed their concerns regarding Sizewell C which included potential impacts on traffic, transmission lines, housing, society, the overall environment and finally it was questioned whether Sizewell C was actually essential. **It was agreed to**

*C Rush 22/10/20*



**submit a response objecting to Sizewell C to the Planning Inspectorate based on the above points which Dr Nicol offered to finalise and then the Clerk would submit.** Copies to be sent to our MP, SCC and ESC councillors.

21. Finance Update – Clerk as RFO (balances as of 23<sup>rd</sup> September 2020)

- a) Current Account £20,862.16
- b) Ipswich Building Society £8,472.87 totalling both gives £29,335.03

Current financial situation -

Clerk reported that a recent VAT reclaim of £1,409.47 had been banked. Online banking was proving a success. The first Direct Debit had been set up for next year's ICO subscription (and saves £5 on subs cost). Clerk reported that given resignations over the past year or so, the Council's signatories should be reviewed and any shortfalls addressed by setting up new signatories where appropriate. **It was agreed that the Finance Committee would review this at their next meeting.**

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

a) 6 Months Payroll to 31 <sup>st</sup> March 2020	£54.00
b) SALC Annual Subs	£384.53
c) SAVID donation SWgPC/PC/01/20/11	£100.00
d) Administration July	£219.82
e) Administration August	£219.82
f) Administration September	£220.02
g) Phone box and Play Area repairs	£250.00
h) Parish Council Annual Insurance	£945.83
i) Daffodil bulbs	£142.00
j) HMRC PAYE Q2	£164.80

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

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

Dr Williams reported that he had contacted Cardiac Science with a view to setting up some defibrillator training in the form of a tutorial via Zoom. Dr Williams would agree two dates with the supplier and feedback to the Council. Chair would check with Mr Austin at the Barley Mow site about defib training and to check if Mr Austin was still interested in remaining on the PC given that he hasn't been able to attend meetings recently.

Concerns were raised about a possible use of a property in Swilland for business use which was referred to the Planning Committee.

Mr Hindle reported that he had ordered daffodil bulbs and asked councillors if they were aware of any residents who would like some for the village bulb planting event.

24. This item was be addressed in the absence of press and public presence:

To review staff salary in relation to national pay award.

**Council agreed to a nationally agreed cost of living pay rise for the Clerk, back dated to 1<sup>st</sup> April 2020.** The Finance Committee would review the Clerk's grading and hours at their next meeting and submit any findings back to full council as appropriate.

Meeting closed at 9:15 pm

  
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