

## Swilland and Witnesham Grouped Parish Council

Clerk: Mr. Steven Barron

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### Parish Council Meeting

Weds 20th January 2021, remotely via Zoom, 7:30pm

### MINUTES

1. Chairman welcomed all to the first meeting of 2021.  
Present: Mr Rush (Chair), Mr Templeman, Mr Hindle, Mrs Shaw, Dr Williams, Dr Nicol, Mr Collings, Mr Sharples and Mr Barlow.  
In attendance: SCCllr Gordon Jones, ESC DCllr Colin Hedgley and one member of the public.
2. The Code of Conduct Declarations of Interest – Mr Templeman, Mr Hindle and Mr Barlow live either close to, or on, Tuddenham Lane (item 9a). Mr Hindle is a member of Witnesham PCC and Dr Williams is a member of Swilland PCC (items 22e and 22f).
3. Apologies: Mr Hill and ESC DCllr Tony Fryatt
4. To approve Minutes from the meeting held on 18th November 2020 – These were agreed as a true record and would be 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 the forthcoming budget which was due to go to cabinet on 11<sup>th</sup> Feb. Also, Suffolk 2020 Automatic Number Plate Recognition (ANPR) cameras, two-year trial, participation was available for parishes. £400k funding to finance ten cameras which would move within the County to different sites on a rota basis. When asked about May elections, his personal view was 50/50 possibly, might delay until September. Social distancing challenges indicated that the count could take three days for example. COVID-19 vaccinations programme in Suffolk feedback from the public so far was that for those contacted, the vaccination experience was really good. Vaccines supplies fluctuate, so rather than waste, some people have been fast-track contacted. SCCllr Jones would send the website details to the Clerk.
6. ESC District Councillor report – DCllr Hedgley had sent a written report which had been circulated prior to the meeting. A verbal overview update was given which included: QLS (Quiet Lanes Strategy) was about sharing and respecting the same space between pedestrians, cyclists and motorists. ESC can assist with parish funding for QLS. ESC currently have no plans to suspend garden waste collections. DCllr Hedgley agreed to take away points raised regarding possible planning enforcement at the Homelands House site and would check DCllr Fryatt's Locality Budget for a possible £1k grant towards the Play Project. Council expressed their best wishes to DCllr Fryatt, who was currently unwell, to DCllr Hedgley for him to pass on.
7. Police Report and ASB Meeting update - Dr Nicol reported that there had been two meetings since November. Items raised were off-road motorcycling on public footpaths and again, speeding concerns by Witnesham School. One point raised by the Police was the need for members of the public to use the SNT website and report issues so they are visible to the police. Some copies of leaflets on how to do this were asked for. The Police Crime Commissioner had launched an increase in precept consultation.

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8. Planning – Mr Hindle reported the following:

- An appeal for Kersey Croft, Strugglers Lane had been dismissed.
- Some small changes at the FVGC site had been supported and ESC permitted.
- Homeland House request for a joinery workshop had been objected to and ESC permitted.
- Relaxation of conditions for vehicle parking at Homelands House site was due to finish by the end of January 2021.
- Hillbrow Farm, change of use was supported with conditions and is awaiting ESC decision.
- Rear extension 4 Jubys Hill was supported and is awaiting ESC decision.
- Street Farm application for 20 dwellings had been withdrawn.

A new application had been received for the erection of a butchery building at Greenacres, Ashbocking Road.

A Neighbourhood Plan had been considered and the Committee agreed to ask an ESC Policy Officer to attend the next full council meeting in March to give a short presentation.

9. Highways –

- a) Quiet Lanes Suffolk (QLS) – Chair gave an overview of QLS and that council were currently considering Kirby/Wades Lane in Swilland, which borders Grundisburgh Parish (the Newton Hall part had been excluded by SCC Highways for reasons unknown) and Tuddenham Lane, in Witnesham, which borders Tuddenham. It was reported that Tuddenham PC were happy to support but would not guarantee financial assistance currently. Funding was available for signage and residents had been canvassed.

Dr Williams had been representing the PC for QLS and gave a view that the lanes in our parishes were for everyone to use and enjoy both for work and for leisure. Also, he was concerned at present that he felt there was an element of people speeding in such lanes that he thought would diminish from adoption of such a scheme and provide a calmer environment for all. Dr Williams reported that there would be no change to existing speed limits and that from responses by residents and users of the Lanes, (as a result of our public consultation circulated prior to the meeting) there were 2 objections and a third with some reservations.

A local resident who farms in Kirby/Wades Lane was allowed to address the meeting and expressed concerns over safety of pedestrians in particular, in Kirby/Wades Lane, with large plant using the lane frequently, poor visibility, no speed restrictions and felt that a Quiet Lane sign could give a false sense of safety. Tuddenham Lane may also have similar issues as it is a similar scenario, with high banks in places.

It was commented during Council's discussion that from observations made in Kirby/Wades Lane, the drivers of agricultural plant exhibited exemplary behaviour, were most considerate to other road users and thus there would be no change to the status quo, other than motorists hopefully being reminded and made more aware of their responsibilities to other road users. Council commented further and discussed. It was suggested that Council may have got the wrong lanes due to a potential element of danger. **It was proposed, seconded and carried that Council consider Church Lane, Wash Lane, Cockfield Hall Lane and a re-think,** with one vote against and one abstention.

- b) Gibraltar Crossroads – SCC Cllr Jones reported that he had asked SCC Highways to draft a traffic survey which he would fund, but SCC were engaged on priority work dealing with a backlog of SID post applications. SCC Cllr Jones would email SCC by the end of this week.
- c) Other Highways issues- Dr Williams reported that a SCC Highways case had been raised about reputed badger diggings under High Road Swilland. The Automatic Number Plate Recognition (ANPR) was discussed and **it was proposed seconded and agreed that council should register interest in SCC ANPR trial quoting sites as, Gibraltar Crossroads, Chapel, School, Mow Hill and Water Tower High Road Swilland.**

10. Sizewell C – Mr Barlow gave an informative presentation to the meeting on Sizewell C, The Environment Agency (EA), their role as an Environmental




Regulator, and their participation in the Development Consent Order process. EDF Energy will require three environmental permits from the EA to discharge wastes to the environment during operation and without these permits, EDF could not operate a new nuclear power station. Chair thanked Mr Barlow.

11. Footpaths – Mr Hindle had nothing to report.
12. Playing Field Management Committee – (PFMC meetings currently on hold)
  - a) To consider revising playing field rent for 2020-21 due to C19 – Correspondence received from WASPs FC detailing the restrictive use of the Playing Field during the pandemic had been circulated prior to the meeting and discussed by the Finance Committee. **It was proposed, seconded and agreed to reduce the budgeted annual rent charged to WASPs for 2020-21, as a one off, to £425.00p.**
  - b) To consider any additional ground works – **It was agreed to seek advice from WASPs to establish what specific potential ground works they feel would be appropriate.**
13. Play Area Inspections –

Clerk reported that there were still a few outstanding issues from inspections carried out which would be pursued. It was also reported that there was a need to re-establish regular inspections of the Rec. Ground. **Mr Barlow offered to consider this provisionally and Clerk would send him a checklist template.**
14. Recreation Ground - Mr Rush had circulated a copy of the submitted ESC grant application form prior to the meeting and reminded the meeting of the funding split which was £25k from ESC Sports and Play funds, then £10k mix of Locality budget £1k, local resident grant £1k, PC CIL £1k and then £7k from PC reserves.

The Lease for the Playing Field/Play Area needed to be extended as it expires Dec 2024 and at least 10 years tenure is required for grants. Clerk is progressing lease renewal with SCC. It was suggested that changing from a lease arrangement to obtaining a freehold for the PC would be a favourable option. Chair would write and ask SCC about this.
15. VHMC – Mrs Shaw reported that the land owner of the field to the north of the hall was only willing to allow access for Village Hall vehicles in exceptional circumstances, not for general use. Chair informed the meeting that various grants to the Hall during C19 had helped keep the Hall funds at a good level. Future projects for VHMC included a more robust re-surfacing of the Car Park for which District Council CIL bid might qualify.
16. Tree Officer – Recent correspondence forwarded to the PC relating to the “ Save The Oaks” campaign was discussed and the common view was that there was not a suitable site, apart from possibly The Poor’s Land in Swilland. Mrs Shaw would inquire further.
17. Allotments - Clerk reported that all plots were taken and that the fees for 2021 had all been received.
18. Correspondence – None
19. ESC Partnership Talking Bench opportunity – Council acknowledged that there would be an installation cost. **It was agreed to send a signed Recipient Agreement to ESC and have the bench delivered to Mr Templeman’s home address by kind permission, prior to installing close by on PC land, exact location TBD.**
20. To review and approve the Financial and Data Protection Risk Assessment 2020-21 – **Council agreed to approve and adopt the Financial and Data Protection Risk Assessment 2020-21.**

 17/1/21

21. Finance Update – Clerk as RFO (balances as of 18th January 2021)

a) Current Account (Barclays)	£20,371.65
b) Current Account (UTB)	£500.00
c) Ipswich Building Society	£8,542.07
d) Totalling gives	£29,413.72

Current financial situation - Clerk reported that a precept request had been submitted to ESC for £14,083.47. Unity Trust Bank account was up and running with a transfer date of 1<sup>st</sup> Feb for everything from Barclays to UTB. Clerk advised that more signatories should be considered and the meeting agreed that this would be an item for the May AGM.

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

a) Administration November	£225.96
b) HMRC PAYE Q 3	£211.20
c) Administration December	£356.44
d) Annual Grass Cutting	£2325.83
e) Witlesham Annual Churchyard Costs	£455.00
f) Swilland Annual Churchyard Costs	£455.00
g) Play Area repairs	£496.80
h) Car Park by School bay bollards installation	£1411.28
i) Plaque purchase for tree at Rec Ground	£12.50
j) Flyers printing for QLS	£10.24
k) Administration January	£291.20
l) Car Park by School Line Search Fee	£42.00

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

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

Mr Collings raised concern over the state of a fido bin on the Recreation Ground Car Park area. **Clerk would investigate and also check bin at the Village Hall Car Park.** Concerns were also raised about the kissing gate at the end of Hall Lane and pot holes in Tuddenham Lane. Both these issues should be reported to the SCC via the links on the PC website "local problem reporting page".

Meeting closed at 9:55 pm

