

Swilland and Witnesham Grouped Parish Council

<http://swillandandwitnesham.onesuffolk.net/>

Clerk: Mr. Steven Barron

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Parish Council Meeting

Weds 17th January 2024, at Witnesham Village Hall 7:30pm

MINUTES

1. Chair welcomed all to the meeting and reported that Mrs Offord had resigned from the Council due to health issues. Chair noted thanks for her contribution as a councillor.

Present: Dr Nicol (Chair), Mr Barlow, Mrs Shaw, Mr Dungey, Mr Sharples, Mr Hindle, Dr Williams, Mrs Ellis, Mr Roots and Mr Collings.

In attendance: ESC DCllr Dan Clery (DC) and two members of the public.

2. **Apologies:** Mr Burrows.

3. **The Code of Conduct Declarations of Interest** – Mr Hindle and Mr Barlow had both their dwellings flooded (items 7 and 8). Mr Hindle is a member of Witnesham PCC (item 10.m)

4. **Election of Co-option candidates.** - After short verbal statements made by two prospective candidates for two unfilled vacancies, it was agreed that Mrs S Ross and Mrs T Hardy be co-opted onto the Parish Council. Both candidates signed the Declaration of Acceptance of Office form and were then formally invited to join the meeting by the Chair.

5. **To approve Minutes from the meeting held on 15th November 2023** – These were agreed as a true record and signed by the Chair.

6. **Questions or comments on Reports from ESC DCllr Dan Clery (DC) and SCC Clr Elaine Bryce (EB).**

(EB not present) DC highlighted the recent voting in of the ESC Strategy and the setting of the budget. It was commented from the floor that there was little in the report of relevance to the parishes which was acknowledged by DC.

6a Items from Community Partnership (CP) Meeting 8th Jan

Chair had attended a recent CP meeting and stated he was not impressed. In Chair's view the meetings needed sharpening up and he questioned the relevance of the items raised. DC would feedback and find out more about CPs.

7. **Items from feedback at public meeting from 11th January.**

Chair reported that the public meeting had been a good meeting. It had been well attended and it was useful for residents to meet others with similar issues. There had been no SCC rep but a couple of landowners were in attendance (none from Swilland). Chair had circulated a document prior to the meeting which combined public meeting notes with some ideas given by ESC Clr Colin Hedgley.

Chair highlighted that the flooding consisted of three main areas: Swilland, middle Witnesham where three properties where SCC Highways recognised an issue and it seemed for the other two flooding was caused by poor drainage of the properties and lower Witnesham.

For Swilland, it was suggested that the PC contact the local landowners with a view to meeting with them. Chair asked what resource did the PC have. Dr Williams agreed to try and organise a meeting with landowners, which Mr Hindle offered to chair if it was set up.

Chair proposed to park middle Witnesham for now.

Lower Witnesham, flooding close to the Barley Mow, Tuddenham Lane and Giles Way. Chair asked the meeting to decide what they could do as a PC. Chair reported that there had been a meeting on Friday 12th Jan in Witnesham, close to the Wittens Meadow site between ~~two~~ (delete-three) councillors and Chris Bally (ESC CEO) along with Philip Ridley ESC Planning. Verbally there was possible scope offered for ESC to liaise with various parties involved and the residents.

Mr Barlow suggested SCC/LLFA engagement was important and that if he could work out if the drain from the bottom of Tuddenham Lane to Giles Way was part SCC Highways, then perhaps SCC would help get something done. Concern had also been raised about Rose Hill run off not making it into the River Fynn. Flooding outside Stone Cottages in Tuddenham Lane was also a concern and was awaiting SCC action. The area around Fynn Bridge was badly impacted by the River Fynn bursting it's banks.

8. To agree Parish Council actions as a result of replies to correspondence received from:

a) Denbury Homes Ltd – It was considered that anything other than flooding should be dealt with at the next meeting with Denbury Homes referring to the meeting notes taken by Mr Hindle. Denbury's current position was quoted such that they accept no responsibility for flooding and will see if they can help.

Chair would draft an email to be sent to Denbury and once circulated to councillors for comment, it would be sent via the Clerk.

b) Suffolk County Council – This was mostly covered under item 7 and an agreed detailed response would be sent with a covering email from the Chair, sent via the Clerk.

c) East Suffolk Council – It was acknowledged that positive changes made by ESC were a better way forward. These included a better co-operation between SCC LLFA, ESC and other partners. The suggestion that ESC better monitor conditions imposed on developers and make them accountable was welcomed.

9. The current financial situation.

A report was circulated by the Clerk prior to the meeting. There were no questions. As year end approaches current holdings total £26,856.74p, made up of UTB £17,933.34p and SBS £8,923.40p (Suffolk Building Society)

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

a)	Administration November	£320.50
b)	Administration December	£538.93
c)	HMRC PAYE Q3	£295.00
d)	Phone box rubbish clearance	£260.00
e)	Bank service charge Q3	£18.00
f)	Printer paper	£6.00
g)	Clerk's mileage Q3	£62.37

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h)	SALC Seminar attendance by Chair	£18.00
i)	SID posts	£275.00
j)	Electricity power check on burned phone box	£54.00
k)	Hall Hire Nov	£25.00
l)	Recreation Ground repairs	£1218.16
m)	Churchyard costs	£650.00
n)	Ivy cutback at bus shelter Rec Ground	£50.00

Council agreed to approve all the above payments.

11. To agree review and approve the Financial and Data Protection Risk Assessment 2023-24. A copy of the draft had been circulated prior to the meeting. The Clerk gave an overview and **Council approved the Financial and Data Protection Risk Assessment 2023-24.**

12. To consider options for the damaged phone box pending the insurance claim. An insurance claim settlement had been received of £4,670.00p to cover the replacement of the phone box recently destroyed by fire as it had been assessed as a write off plus recovery of the old one. After discussion about whether to consider moving the phone box to a new site, **it was proposed, seconded and agreed to proceed to order the replacement phone box as per the quote received and keep it in the same position as the old one.**

13. To discuss a way forward on a Health and Safety issue at Hall Lane Allotment site and car park. It had come to light in the last few days that work required on the hedge and riverbank on the Hall Lane allotment site, could not proceed due to alleged tree collapse hazards (from a third party risk assessment) in a neighbouring property to the site. Initial verbal response from the landowner was disappointing. Possible closure of the car park was considered. **It was agreed to share the risk assessment with the landowner in writing, to seek their co-operation as a result to remove the hazards and to temporarily cordon off the allotment site as appropriate.**

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

Mr Dungey reminded the meeting of the circulated SID data recently shared which was welcomed by the meeting. A second SAVID SID was expected soon.

Mr Sharples reported that the signage errors at the Gibraltar Crossroads had still not been corrected and he was chasing this via SCClr EB.

Mr Hindle informed the meeting that the Street Farm planning application was out for a re-consultation. ESC had agreed to a time extension for the PC to reply pending receipt of the EA and LLFA review reports. Footpath diversion close to the Village Hall required determination and agreement of the car park owner, possibly the VHMC, with whom he was liaising.

Mrs Hardy asked for the next Community Partnership details to be sent to her once known.

Meeting closed at 9.30pm

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