

SUTTON PARISH COUNCIL

MINUTES OF MEETING

Held on 15th March 2022 at 7pm

In the Bowls Pavilion

Present: David Gunson, Nigel Albertini, Alan McManus, Ingrid Franks, George Franks (Chairman), Peter Youngs, Mary-Jane King, Jacki Schafer.

In attendance: Linda Gunson (Clerk)

1. Welcome by the Chairman.
2. Apologies – Sue Collins.
3. Declarations of Interest – There were none.
4. Dist Cllr James Mallinder unable to attend meeting in person – sent his Report via email and circulated to Parish Councillors.
5. Minutes of the last Parish Council meeting held on 19th January 2022. Agreed as a true record, proposed AM, seconded JS.
6. Matters arising – AM – pleased with the way the meeting went with Andrew Reid. ANPR system still requires full implementation by ESC/Suffolk Constabulary before fully operational. GF – if data not readily available, how does Parking Eye manage to obtain data? AM – presumably as they are a National Company, they may well obtain information from DVLA whereas ANPR is via the Constabulary. Letter from BSEVC, this Charity had recently received a substantial donation so felt no further action required. Visitor parking around the village – no further complaints or comments received. The Plough Pub – tenants working hard to make the business a success.
7. Planning Applications –
 - Ferry Farm, Ferry Farm Drive.** No objection
 - Land adjoining Dairy Farm Cottage, Sutton Hoo** – No objection
 - Building – Pole Barn Storage – Sutton Hoo** – No objection
 - Burnside, Woodbridge Road,** - discussion on proposed large extension – No objection
 - Ramsholt Car Parking** – ESC had received several objections, including lengthy comments from AONB. Sutton Parish Council also objected to this retrospective planning application.

Mobile Homes/Caravans sited in the area. Discussion followed as the PC are aware of a number of alleged planning issues and will investigate further.

Methersgate Quay – GF – another gate has been erected at Methersgate, the implications regarding slipway access and footpath are still to be determined. GF to investigate issues with the Rights of Way and Access Officer, at ESC.

PY – discussing coastal path – PY reading from a report of the Deben Estuary Partnership. Natural England are routing a footpath around the county, this will go up and down the Deben. Some objections as to the siting of the footpath have already been raised.

8. Finance:

Review of Accounts as at 15th March 2022

Current Account £556-05
Business Premium Account £5,361-81
Common Rights Account £1,980-78
Total Funds £7,878-64

Review of Projected Actual against Budget at Year End

No material changes to Accounts actual against budget other than reported at the previous Parish Council meeting on 19th January 2022. Excess Income over expenditure explained by CIL receipts in year. The CIL Report had been completed and uploaded to the Parish Website. Receipts are required to be spent on authorised expenditure within five years of receipt. Accounts have been adjusted to highlight CIL fund which currently stands at £1,333-79

Bank Transactions 20th January to 15th March 2022

28th January & 28th February Clerk's Wages £120-00
7th March Interest received Business Premium Account £0-15
7th February Transfer £500 to Current Account completed as previously approved.

Invoices Outstanding Approved for Payment

L Gunson Clerks Printing & Microsoft Renewal £77-19
A McManus Brackets & Fixings for New Speed Signs £67-04

A new Cheque Book was required, and approval was given to submit a request to Barclays Bank.

Budget 22/23 & Precept

The Budget previously approved at £3,415-00 had been submitted to East Suffolk Council as the Precept requirement for the new financial year. ESC had confirmed receipt.

Review of Standing Orders & Statements

The following had been emailed to Councillors for review and approval prior to the meeting:

Model Standing Orders 2018 (Revised 2020)
Model Financial Regulations 2019
Internal Control Statement for the Year Ending 31st March 2022
Risk Analysis for the Year Ending 31st March 2022
Asset Schedule at March 2022
Data Protection Policy

All Policies and Documents were approved, and the Chairman was authorised to sign each document, to be filed and displayed on the Parish website. Proposed AM and seconded JS.

Register of Interests

Declaration of Pecuniary Interests – for example, employment, trade, business etc. Now a

criminal offence if not declared. NA – thought interest was just within the parish, Clerk advising thought it was within the ESC area – enquiries will be made to confirm.

GF thanked DG for help given to Clerk on financial matters.

9. Pliocene Forest. AM – has helped Barry Hall with the fencing and fourteen trees have been planted. Signs are now in place – these are the originals but will have new frontage in time. Barry had twenty-three saplings at home but has lost some over the winter. There is a shortfall of about six trees – Barry has some sponsors but AM enquiring if the PC could assist with some of the trees? Could CIL payment fund cover this? Clerk believing monies could be paid to Barry but only if this scheme were of benefit to the community. All agreed that the PC should sponsor a number of trees to complete the project. AM will speak to Barry about the costs. GF thanked AM for all his assistance with this matter. GF asking Clerk to write to the owners of the land on which the trees are planted, to officially thank them for all their assistance and generosity.
10. Community Governance Review – East Suffolk Council – all Councillors had received the information from ESC. All agreed that they were happy for the current arrangements to continue. Clerk to write to ESC.
11. Traffic Survey update. **Andrew Reid** – instigating ANPR camera in village for 10 days, monitoring vehicles and speed. Andrew Reid sent AM results of the camera monitoring, which in turn was sent out to Councillors. In a few weeks' time, a traffic survey will take place through the village. Following all data being viewed by Highways, it is hoped that there will be some argument for action. Drainage issues update. The dip past the picnic site has had the ditch re-instated, which has helped somewhat, although issues still arise after heavy rain. A number of grips have also been cut out towards the village. However, there remains flooding on the road by the Church and at the junction with Woodbridge Road and Old Post Office Lane. There is a website where flooding can be reported. Situation to be monitored.
12. Correspondence: Clerk and GF had received an email from a resident regarding the speeding and drainage issues on the B1083 -Wood Hall Lane and the Shottisham 'T' junction. Subsequently a meeting has taken place with attendance of the resident, Peter Sparrow of Highways, and AM representing the PC. Matters discussed were an alleged near miss with a walker, costs of a traffic survey, and the possibility of a priority system over the bridge, to reduce speeding vehicles. Problems with large amount of water on the road after heavy rain was also discussed.

Clerk receiving letter from Citizens Advice Bureau – merger taking place – new name with effect from 1st April 2022 – this will be Citizens Advice East Suffolk. Should the PC donate a sum of money? NA understood that the organisation had assisted some of the PC's residents over the last few months. It was agreed that a cheque for £100 will be sent. Clerk to write to Citizens Advice.

Clerk had sent letter to new tenants of The Plough, belatedly welcoming them to the village on behalf of the PC. Clerk then raising concerns regarding vehicles parked on the footpath outside the pub, this made it difficult for residents to pass by with double buggies, mobility scooters and of course anyone with sight problems. Letter received by Clerk from tenant apologising and will ensure that vehicles will no longer block the footpath. It was also

confirmed that the piano which has been left in the car park for many weeks, will be planted up with bedding plants and hopes to remove all the rubbish.

Deben Joint Parishes. A Joint Parishes Meeting is being held on Thursday 24th March at the Alan Crompton Hall, Sutton Heath. As no Councillors available to attend nor the Clerk, apologies will be sent.

- 13 Village Litter Pick – Saturday 19th March at 9.30am. Clerk has picked up hoops and pickers from Suffolk Coast and Heaths.
- 14 The Queen's Platinum Jubilee – plans well underway. JS - children attending the Jubilee celebrations will receive a free Jubilee mug. Confirming about seventy mugs will be ordered, there are two designs. They have been locally sourced from Woodbridge, JS managed to achieve a 25% discount on the cost. PY confirming he is happy to light the beacon. Sub-committee will meet again on 23rd March for further discussions. A budget of £250 was approved by Councillors to financially assist in the Queen's Jubilee Celebrations. The Oak tree donated by ESC, will be planted on Sunday 20th March at 3pm on the recreation field at the Memorial Hall. All Councillors are invited to attend, GF asked to help with the planting, along with the oldest resident in the village, and two of the younger children. SC will send out an email inviting all residents to attend the tree planting ceremony. AM wondering if a plaque could be placed on the post of the beacon commemorating the lighting of the beacon? The last time it was lit was 2016. The cost of the plaque to be investigated.
- 15 Neighbourhood Plan
Do we need one? This issue has been discussed previously. As a small village entirely within an AONB, it is felt that no significant development would be permitted and therefore, the PC are of the opinion that a formal Neighbourhood Plan would not justify the expenditure involved under the current circumstances.

Emergency Plan – Discussion on our Emergency Plan details. NA said he sent off paperwork to Environmental Agency quite some while ago – had no reply. NA still receives flood warnings. If emergency arose within the village, the PC would ensure relevant bodies would be contacted immediately.

16 AOB

SC had contacted the Clerk advising that she will email Dist Councillor James Mallinder about the dog fouling signage.

There being no other business – meeting closed at 8.55pm

Date and Time of next meeting – 17th May 2022 at 7pm in the Bowls Pavilion

Signed

A.L. McManus

Dated

17/5/22

Chairman