

ORFORD & GEDGRAVE PARISH COUNCIL
The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ
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Minutes of the 261st meeting of Orford & Gedgrave Parish Council
held on Wednesday 13th July 2022 at 7.00pm in the New Room of the Town Hall.

Present: Cllr Anne Macro
Cllr Richard Mallett
Cllr Nigel Addy
Cllr Margaret Green
Cllr Peter Smith

Cllr Jonnie Howard
Cllr Karen King
Cllr Mary Iliff
Cllr Ian Thornton

In Attendance, Marie Backhouse (Clerk), Judith Golder (Treasurer) and 0 members of the public.

Opening remarks

MINUTES

1. Reports from Representatives

1. County Councillor Andrew Reid.
Written report submitted and apologies sent.
2. District Councillor Ray Herring
Absent and no report received.

2. Apologies for absence:

Cllr Wingrove & Cllr Ambury.

3. Acceptance of Apologies

The Councillors all agreed to accept the apologies.

4. Declarations of interest:

Cllr King – Neighbour of 1 Chantry Barn, (planning application).

5. Applications for dispensation:

None

6. It was agreed that the minutes of the 260th Parish Council (PC) meeting held on the 8th June 2022 be accepted as a true record of the meeting.

7. Matters arising from the 260th Parish Council meeting held on the 8th June 2022.

7.1 Ice Cream – Cllr Macro said that she was supposed to have phoned the previous vendor but had not been able to.

7.2 15 Ferry Road – The Clerk reported that Flagship has agreed to allow local residents the first two weeks of the property being on the market, to enable them to apply before it goes onto the open market. The PC are keen for an open afternoon/evening for local residents to view the property.

ACTION: Awaiting a launch date from Flagship, then notify the local interested residents.

7.3 Request for a memorial tree – The Clerk commented that the family are keen to place a Cherry Tree on the site outside the shop, but this would happen in the autumn.

8. Contributions by members of the public.

None

9. Finance

9.1 Authorisation for payment sheet – There are three payments to authorise Doctors Drift Pest Control (mole capture/rat bait boxes) - £200, Eastern Play Services (wet pour repairs) - £1260, and SALC (internal audit fee) - £398.80 total £1758.80. Also, the staff wages of £971.21.

The payment was agreed by all.

9.2 Quarterly Accounts – The Treasurer reported that the PC had received the first payment of the precept, and an amount of CIL money which is to be placed in a separate account. The first quarter outgoings are level with what is expected, the jubilee mugs are included in this. The beacon pole is to be reimbursed by the NOTT.

Cllr Iliff asked if the CIL money could be used to de-register an area of village green or used for legal fees.

The Clerk commented that she would need to check this with the CIL team at East Suffolk.

Cllr Macro said that there will be an amount of CIL money at ESC which is linked to the development North of Mill Close, if it was possible for the PC to obtain this money it would enable the purchase of one/two affordable properties in the Friends Garage development.

Cllr Thornton asked if the PC were able to gain the two properties, would they be handed over to the NOTT for management?

Cllr Smith commented that this money would build two houses for the local residents. If the NOTT were to own more houses/properties, could this cause a concern with the Charity Commission, could the NOTT be classed as a housing association? When the application goes through to planning, the PC will then have more information.

9.3 Internal audit – The Clerk commented that there was a couple of points to be considered, the first one related to the Internal Control Statement, which requires the PC to have more detail regarding the procedures to follow for BACS payments, ensuring that the invoices for payments are approved. Also, it is important for all absences to be approved by the Council thereby ensuring that their absence is not treated as unapproved.

The Treasurer noted that she had been named as the RFO, it was agreed that this was a good idea as she deals with all the finances. The RFO does not have to be the Clerk.

10. Planning

DC/22/1630/LBC – 1 Chantry Barns, Broad Street, Orford, IP12 2NQ

Listed building consent – New painted timber glazed stable style entrance door to replace existing painted timber glazed entrance door.

It was agreed by all the Councillors not to object to this application.

ACTION: Clerk to notify ESC of the PC's decision.

DC/22/1661/LBC – 87 Market Hill, Orford, IP12 2LH

Listed building consent - Revisions to footprint to re-construction structures demolished between 1950's and 1970's. Omit reference to GA12 replace with GA18 (revised drawing).

It was agreed by all the Councillors not to object to this application.

ACTION: Clerk to notify ESC of the PC's decision.

DC/22/1660/FUL – 87 Market Hill, Orford, IP12 2LH

Extensions to part-built scheme for former smoke house to rebuild structures demolished in the 1950's.

The Councillors had no objection to this application

ACTION: Clerk to notify ESC of the PC's decision.

Other notifications:

11. Parish Council Business: -

(1) Friends Garage Update

Cllr Smith commented that progress is still being made, the whole budget must be re-written due to the increase in cost of the materials. Cllr Wingrove is aiding the group to do this.

(2) Alde & Ore

No update at present due to the cancellation of the meeting in June.

(3) Village Feast

The Clerk commented that everything was in place, the outside bar, BBQ and the music all organised. It was agreed that another advert should be placed in the Village Voice.

Cllr Macro asked for volunteers for the evening, Cllr King and Cllr Addy agreed to assist. ACTION: Clerk to draft an article for the Village Voice.

(4) Re-adoption of the Disciplinary Procedure, Grievance Procedure, Volunteer Policy, Equal Opportunities Policy, Data Breach Policy, and the Memorial Bench Policy.

The Clerk commented that the only change to the policies was the cost of the memorial benches.

The policies were agreed by all the Councillors.

(5) Recreation Ground – swings - bird deterrent, football goal post, trees, zip wire

Cllr Macro commented that there has been an issue with the birds sitting on top of the swings and messing on the seats. It was brought to our attention that a deterrent could be purchased to stick on top of the swing frame.

It was agreed by all to purchase the bird deterrent.

Cllr Macro said that there is still one large goal in place on the recreation ground, do we need this left in place or could it be removed and placed beside the tennis courts with the other goal post.

Cllr Thornton commented that the goal is still popular with children playing football.

Cllr Howard said he would look at the goal post and assess whether it needs any maintenance work undertaken.

Cllr Macro commented that two quotes to remove the dead branch from the recreation ground had been received. One company had also quoted to complete some other tree work that they felt needed doing on the recreation ground. It was agreed to ask another tree expert to quote and ask one that had already quoted to look at the recreation ground as a whole to see if there were any other urgent tree issues.

The Clerk commented that a quote had been received to tighten the zip-wire, as we had been informed that the this would cost £350 +VAT (£420).

It was agreed by all the Councillors to accept this quote.

ACTION: Cllr Howard to look at the goal post. The Clerk to organise the bird deterrent, the zip wire tightening, and the quotes for the tree work.

12. Correspondence

Recreation ground – catering van for party

It was agreed by all to allow the catering van to attend a private party on the recreation ground in February 2023.

ACTION: Clerk to notify the applicant of the Councils decision.

Local business – Malletts Lane, Signage on Village Greens, Village green use

It was agreed to contact the Rights of Way team with regards to the clearing of Malletts Lane. Cllr Thornton commented that the Shop pays a rent to allow them to have signs etc on the village green, this is due to exceptional circumstances, while they await the construction of a larger premises. The Shop has been asked to move their barrow over slightly to allow easier access. The 'Open Gardens' came to a PC meeting and asked specifically if they could place signs in the village, this was agreed.

Consultation: Draft Housing in Clusters and Small Scale Residential Development in the Countryside Supplementary Planning Document. Consultation Period: Friday 17th June to 5pm Friday 5th August 2022

It was agreed that Cllr Smith should take the paperwork to look through.

13. Items for next meeting:
Co-option,

14. Date of next meeting: 14th September 2022

Meeting closed at 7.41pm.

Signed _____ (Chairman) Date _____

IN CAMERA

The meeting commenced at 7.43pm.

- 1. Approval of draft minutes from an in camera meeting held on the 22nd June.**
Clr Iiff commented that she would like the name of the solicitor removed and the word 'several' from the same paragraph.
The amendments were approved by all, and the minutes were agreed.

Meeting closed at 7.48pm.