

**ORFORD & GEDGRAVE PARISH COUNCIL**  
**The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ**  
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**Minutes of the 267<sup>th</sup> meeting of Orford & Gedgrave Parish Council**  
**held on Wednesday 12<sup>th</sup> April 2023 at 7.00pm in the New Room of the Town Hall.**

Present: Cllr Anne Macro  
Cllr Margaret Green  
Cllr Nigel Addy  
Cllr Gary Wingrove

Cllr Peter Smith  
Cllr Craig Ambury  
Cllr Karen King  
Cllr Jonnie Howard

In Attendance 3 members of the public.

**Opening remarks**

**MINUTES**

**8. Contributions by members of the public.**

The members of the public wished to comment about their planning application which is on the agenda for discussion (DC/23/0924/FUL). The property is for the couple to live in full time, in their aging years, it will be adapted to assist this. The couple wish to remain in the village.

Cllr King asked about the problem with the proposed build being on a flood plain, what defences will be in place to prevent flooding.

The member of the public said that the property will have an upstairs.

Cllr Addy mentioned that the proposed development is outside the village envelope, it is in an area of outstanding natural beauty.

Cllr Howard asked about the decision regarding the roof style.

The member of the public commented that this thought behind the roof, was to keep the height of the property to a minimum.

Cllr King asked about the access.

The member of public commented that the access is not an issue as they have a right of way to the field.

Cllr Macro thanked the members of the public for attending.

Members of the public left at 7.10pm

**1. Reports from Representatives**

1. County Councillor Andrew Reid.

Andrew Reid submitted a full written report to the PC and gave his apologies for this evening.

2. District Councillor Ray Herring

No report received.

**2. Apologies for absence:**

Cllr Thornton, Cllr Mallett and Cllr Iliff.

**3. Acceptance of Apologies**

The Councillors all agreed to accept the apologies.

**4. Declarations of interest:**

None

**5. Applications for dispensation:**

None

**6. It was agreed that the minutes of the 266<sup>th</sup> Parish Council (PC) meeting held on the 8<sup>th</sup> March 2023 be accepted as a true record of the meeting.**

**7. Matters arising from the 266<sup>th</sup> Parish Council meeting held on the 8<sup>th</sup> March 2023.**

**7.1 15 Ferry Road** – Cllr Macro reported that there is no update, no further communication has taken place.

**7.2 CIL** – Cllr King proposed that the use of the CIL money to pay for a section of Village Green near the Car Park in Quay Street to be a registered Village Green, was not feasible due to the expense being £5,000 and there would be no guarantee that this would be approved. Also as the land is owned by the NOTT there would be not benefit to the PC. This was seconded by Cllr Smith and agreed by all.

**7.3 Ice Cream Tender** – The Clerk confirmed that communication had taken place with the previous ice cream provider, and he assured that the outstanding fee would be paid asap. Cllr Macro commented that there are ice creams being sold by the Jolly Sailor from the building attached to the public house. Complaints have been received regarding the people queuing across the road and creating a traffic issue, there are also cars parking on the side of the road whilst they wait for an ice cream. A copy of the agreement from ESC to the jolly Sailor stating they can sell ice creams from the site was read out.

Cllr Ambury commented that it states they may trade from the site as long as it is safe to do so. This should be mentioned to ESC.

It was agreed that ESC should be contacted about the complaints.

ACTION: Clerk to email the Duty Planner at ESC asking for advice and stating that complaints have been received about the queuing pedestrians.

**7.4 Friends Garage Update** – Cllr Wingrove commented that this was ongoing.

**7.5 Alde & Ore** – Cllr Wingrove said a newsletter had been circulated. There was a meeting held at the end of March. Phase 1 has been given the funding so will be starting. A business case is being produced to gain funding for the lower part of the river which includes Orford. There is to be water testing taking place in the river by the quay. There are a couple of weak spots by the Sailing Club and one further up the river. The areas should all be funded but if it requires immediate attention, this will be raised with the NOTT.

ACTION: To place on the next agenda.

**7.6 Trees** – The Clerk reported that there has been no information received from ESC.

**7.7 Church contribution** – After some discussion and following on from correspondence from the Church, it was agreed to give the Church an annual contribution of £300.

Cllr Ambury proposed that the amount of £300 be given to the Church as an annual donation, this was seconded by Cllr Wingrove and agreed by all.

**7.8 Broad Street** – Cllr Macro said that she had spoken with someone from Highways who believe that the mentioned drain is the property of SCC. An email address has been given to the Clerk for a direct contact.

ACTION: Clerk to email the Drainage Team at SCC also to respond to the Solicitors stating that a response is being sought from SCC.

**7.9 Internal control statement** – The Clerk reported that a meeting had taken place in March with Cllr King and the internal control statement had been completed. There were no issues raised from this.

**8. Contributions by members of the public.**

Please see above.

## 9. Finance

**9.1 Authorisation for payment sheet** – There are five payments to authorise DB IT Support (Microsoft licence) - £112.49, DB IT Support (Scanning problems) - £13.00, SALC (Annual Subscription) £301.41. Unity Trust Bank (service charge) £18.00, Church (Annual donation towards the Clock maintenance) £300.00 Total £744.90.

Also, the staff wages of £897.52.

Income from East Suffolk Council (donation) - £200, Unity Trust Bank (interest deposit 1) - £111.03, Unity Trust Bank (interest deposit 2) - £132.23. Total £443.26

It was agreed by all to approve the payments.

**9.2 End of year accounts** – The accounts had been circulated to all the Councillors prior to the meeting, these were agreed by all.

Cllr Macro proposed that £10,000 be placed in the savings account from the current account. This was agreed by all the Councillors.

ACTION: Clerk to transfer £10,000 from the current account to a deposit account.

**9.4 AGAR section 1 & 2** – The Clerk reported that Section 1 was the same questions that appear each year, the Councillors agreed the questions and the figures stated in Section 2. Cllr Macro duly signed Section 1 & 2 of the form.

## 10. Planning

### **DC/23/0826/FUL – 6 Ferry Road, Orford, IP12 2NR**

Front Elevation - Addition of single storey entrance to front elevation, rendered, with a glass and aluminium lean-to roof. Render front gable end, removing existing PVC windows and retaining existing front door opening by replacing door with glazing and timber louvres. Replace horizontal sitting room window with a vertical heritage aluminium window. This window will be screened by the addition of a new hand-woven willow fence. Add roof lights to front gable end roof. Relocation of front pitched dormer window to rear. Garage - Convert garage to living space. Remove front up and over door and replace with a single glazed door and weatherboarding. Add a Velux window to the rear roof. North East Elevation (Side); Addition of ground floor French doors and window, heritage aluminium. Addition of first floor bedroom window, heritage aluminium. Rear Elevation - Addition of a single storey extension with windows on both sides. Flat roof with roof light. Rendered. Relocation of front pitched dormer from front elevation to rear. Replacement fence from 1.5m to 1.8m high; Replace existing pvc French doors and window with heritage aluminium glazing.

Cllr Macro circulated a letter written by a neighbour of the above application.

It was agreed by the full Council not to object to this application but to place some conditions regarding the siting of equipment, builders' vehicles, skips etc.

ACTION: Cllr Addy to draft a response for ESC.

### **DC/23/0924/FUL – Land at the New Stables, Daphne Road, Orford**

Erection of new dwelling and associated garage building, relocation of existing private stables within site.

It was agreed by the full Council to object to this application as it is outside the village envelope, a green belt site and it would create a precedent for the rest of Daphne Road.

ACTION: Cllr Addy to draft a response for ESC.

### **Other notifications:**

## 11. Parish Council Business: -

### **1. King's Coronation**

Cllr Macro reported that the plans for the event are ongoing. ESC has donated £200 for a commemorative coin for the children in the village. There have also been donations from local farms and builders. The BBQ, music and art & craft has been sorted. There will be a collection bucket for the Fire Service Benevolent Fund.

Cllr Ambury suggested that there is also a collection bucket for future village events.

**2. Marquees**

The Clerk reported that a meeting some time ago it was agreed to revisit the cost per metre of the placing of a marquee on the recreation ground, at the moment the cost is 50p/per square metre.

It was agreed by all for this rate to remain the same.

**3. Surgery Trust**

Cllr Macro said that the PC representative on the Surgery Trust is Cllr Smith, as Cllr Smith is no longer standing on the Council, is there anyone who wishes to take on this task.

It was agreed by all that Cllr Smith should remain to be the PC representative on the Surgery Trust if he is happy to do so.

**12. Correspondence**

**Bouncy Castle** – The Clerk read out an email from a resident that wishes to place a bouncy castle on the recreation ground as part of a wedding reception.

The Council agreed permission for this.

ACTION: Clerk to respond to the resident stating that it has been agreed that the bouncy castle may be on the recreation ground.

**The Mind & Body Studio** – The Clerk read out an email from the proprietor of the Mind & Body Studio who wished to place a sign on the junction of Broad Street and Gedgrave Road, showing the direction to the Studio.

It was agreed by all that this request should be presented to Highways as the mentioned land is not the responsibility of the PC.

ACTION: Clerk to email stating the need to contact SCC Highways.

**13. Items for next meeting:**

Items included in the minutes,

**14. Date of next meeting: 17<sup>th</sup> May 2023  
Annual Parish Meeting: 26<sup>th</sup> May 2023**

**Meeting closed at 8.33pm.**

Signed\_\_\_\_\_ (Chairman)      Date\_\_\_\_\_