

ORFORD & GEDGRAVE PARISH COUNCIL
The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ
Tel: 01394 459172

E-mail: orfordtownhall@outlook.com

Minutes of the 273rd meeting of Orford & Gedgrave Parish Council
held on Wednesday 8th November 2023 at 7.00pm in the New Room of the Town Hall.

Present: Cllr Karen King	Cllr Jonnie Howard
Cllr Margaret Green	Cllr Nigel Addy
Cllr Richard Mallett	Cllr Craig Ambury
Cllr Alexander Greenwell	Cllr Mary Iliff
Cllr Anne Macro	

In Attendance 0 members of the public.

Presentation from East Suffolk Community Partnership – Julia Catterwell

Julia commented that the Community Partnership in East Suffolk is split into 8 groups. Each group is given an allowance of £25,000 per year to spend on community projects. This current year has £12,000 left. The funding has areas of focus which are projects that involve community spaces, young people, mental health, and wellbeing. Just 42 has benefited from funding, they support young people. The partnership notices that there are issues in the rural sector and would like to assist. If Orford has any project, it would like assistance with, please contact them. There is funding available to assist with the Community Food Bank from ESC if required.

Julia Catterwell left at 7.09pm

Meeting opened at 7.10pm.

Opening remarks

MINUTES

1. Reports from Representatives

1. County Councillor Andrew Reid.

Andrew Reid submitted a written report and summarised some of the points contained in the report. Andrew has a locality budget which he may be able to assist with the repairs to the bus shelter if required. Trading standards continue to work hard. Illegal vapes are still a concern, with many underage people having access to vapes that are not within the legal limit. The Government is in the process of changing the law on smoking and vaping. Stephen Burroughes has written a paragraph on the need for more foster carers for children with special needs, the details are in the report. The onshore infrastructure continues to be a concern. Sea Link is offshore but has onshore consequences. The consultations for the various power projects are ongoing. There are proposed large buildings to be placed in Saxmundham and Friston, he urges the PC to consider the impact of these. The Library Service consultation is ongoing, it is important to support the maintenance of this. It is a good network for the community.

Cllr King asked if two of the mobile library vans had been removed.

Andrew Reid said that the age of the vehicles is a concern. It is important that these are supported.

Cllr Howard commented that there had been a discussion concerning the use of the mobile library vans as mobile banks.

Andrew Reid said that this could create a security concern, but it could be beneficial for the community.

Cllr Howard mentioned the garage site, and how it would be good to have a solid fence to block it off.

Andrew Reid said that he has a pot of money that could be used for projects in the community, but he would not be keen to supply money for the boarding. There is a pot of money that may be used to fund the replacement of a couple of road signs.

ACTION: Cllr King to forward any photos and information regarding broken signs to Andrew Reid. The Council to pass on any suggestions regarding the broken road signs.

Cllr Iliff arrived at 7.26pm.

2. District Councillor Tim Wilson
Tim Wilson had submitted a written report and his apologies for the meeting.
2. **Apologies for absence:**
Cllr Wingrove, Cllr Thornton and Tim Wilson.
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 by those that attended, that the minutes of the 272nd Parish Council (PC) meeting held on the 11th October 2023 be accepted as a true record of the meeting.**
7. **Matters arising from the 272nd Parish Council meeting held on the 11th October 2023.**
 - 7.1 **8 Town farm Estate** – Cllr Iliff commented that this item is still ongoing. Flagship are asking a lot of money for the property in Town Farm Estate.
ACTION: To place on the next agenda.
 - 7.2 **Alde & Ore** – No current update.
ACTION: To place on the next agenda.
 - 7.3 **Trees** – The Clerk commented that a list of tree prices had been submitted by Cllr Mallett.
Cllr King proposed that the PC has a budget of £500 to plant the four trees, this was seconded by Cllr Howard and agreed by all.
ACTION: The Clerk to ask a local tree surgeon about the cost to plant the trees and move this forward.
 - 7.4 **20's plenty** – Cllr Macro said that there are no further updates regarding the 20's plenty. It was agreed to remove this item from the agenda.
 - 7.5 **School Transport** – Cllr King commented that Tim Wilson was assisting with this item, but no update has been received. It is very difficult to find out which families have been affected by this issue.
ACTION: Cllr King to draft a piece for the Village Voice about the school transport.
 - 7.6 **'H' markings and double yellow lines** – The Clerk mentioned this to Andrew Reid earlier this evening and it was agreed to send the email again from the Highways department to him. This email stated that the PC would need to pay for any repainting of 'H' markings within the village.
ACTION: Clerk to re-send the email regarding 'H' markings to Andrew Reid.
 - 7.7 **Bus Shelter** – Cllr Macro read out the quote to have the roof repaired on the bus shelter, this would be £678, this is labour and materials. It would be better to have a fixed

bench in the bus shelter as well. It was agreed by all to have a budget of £900 for this project. It has been approved by the CIL team that CIL funding can be used for this project.

It has also been proposed that the PC purchases a small pump for use by the Emergency Group, the CIL money can also be used for this.

The Clerk read out three quotes to purchase the same pump as the Quay Warden uses, which is very reliable. It was decided and agreed by all to purchase the pump from W.Robinsons at a cost of £366 including VAT. This pump is to be kept in the container on the recreation ground.

It was agreed that everyone is happy with the East Suffolk Services for the grass cutting, and as a result, it was agreed to empty the Groundsman equipment from the container on the rec. NOTT are to be given the first option to have any equipment they require, with the remaining equipment being advertised in the Village Voice.

7.8 Recreation Ground – The Clerk had spoken with the Litter Controller who reported that some of the benches on the recreation ground are in need of repairing.

ACTION: Clerk to speak with NOTT Clerk regarding the repairing of some of the benches.

7.9 Bonfire & Fireworks – The Clerk confirmed that the firework and bonfire event insurance was sorted at a cost of £166.32.

8. Contributions by members of the public.

None

Clr Greenwell arrived at 7.57pm.

9. Finance

9.1 Authorisation for payment sheet – There are four payments to authorise Community Action Suffolk (Bonfire and Fireworks insurance) - £166.32, Clicks Marketing (Defib pads) - £110.40, NOTT (Annual Rent, 50% of website cost, 50% of Village Voice cost) £2209.00, PKF Littlejohn (External Audit Fee) – £378.00 Total £2863.72.

Also, the staff wages of £949 per month for September.

Income – East Suffolk Council (CIL payment) £17,155.33. Total £17,155.33.

It was agreed by all to approve the payments.

9.2 Quarterly Accounts and Bank Reconciliation – The Council noted and approved the quarterly accounts and bank reconciliation to the end of September 2023.

9.3 External Audit – The Clerk reported that the External Audit has finally been completed. There was one comment that referred to the prior year accounts which were prepared on an income and expenditure basis but should have been restated on a receipts and payments basis in the prior year column of Section 2 for comparative purposes.

10. Planning

DC/23/3260/FUL – 114 Church Street, Orford, Woodbridge, IP12 2LL

Retention of amendments to DC/21/4807/FUL (design of ancillary accommodation) and fencing.

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/3829/LBC – 43 Daphne Road, Orford, IP12 2NH

Listed building consent – internal alterations to an existing single storey outbuilding.

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/4228/TCA – Quay Meadow, Quay Street, Orford

1no. Pine (T1 on plan) – Fell

2no. Pine (T2 and T3 on the plan) – Crown thin by 15%

1no. Poplar (T4 on plan) – Fell

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/4244/TCA – Orford Riverside Pond, Quay Street Car Park, Quay Street, Orford

1no. unknown species (T1 on plan) – Fell

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/3877/FUL & 3878/LBC - 2 Unicorns, Pump Street, Orford, IP12 2LZ

Listed Building Consent - To form new internal opening between living room and studio.

To close up existing external opening in studio. To replace all single glazed windows and doors with double glazed windows and doors to match existing.

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

Other notifications:

11. Parish Council Business: -

1. Re-adoption of the Risk Assessment for the Litter Controller

The Clerk reported that there are no changes to these documents.

It was agreed by all to re-adopt this document.

2. Carol Service

The Annual Christmas Carol Service will take place outside the shop on the Village Green on the 20th December at 6.30pm.

3. Christmas Tree

Cllr Macro asked if the Councillors were happy for the Christmas tree to be arranged for the village green, this was agreed by all.

ACTION: Clerk to speak with the NOTT Clerk regarding the Christmas Tree for the Town Hall.

4. Older Generations Tea Party/Meet and Greet Santa.

Cllr Macro commented that there is a proposed Tea Party for the 13th December from 2-4pm. The Church Choir may like to come along and sing a few carols. The Children's Party is to take place in the Rec Hut on the 17th December this is run by a couple of volunteers. The Meet and Greet Santa could be on the 16th December in the Town Hall.

ACTION: Cllr Macro to gain funding for these events.

5. Remembrance Service/Wreath Laying

Cllr Mallett to lay the wreath at the Remembrance Service on behalf of the Parish Council.

6. Recreation Ground Container

Covered under item 7.7.

7. Village voice/Link

Cllr Macro commented that the idea of joining the Link and the Village Voice into one magazine was considered some time ago. This could be considered again, there are some nice village magazines produced by Leiston Press.

ACTION: Magazines to be brought to the next PC meeting.

8. Emergency Group

Cllr Ambury commented that there is to be a forthcoming meeting of the Emergency Group.

9. Shop Frontage

To be considered in camera.

10. Neighbourhood Plan

Cllr Macro reported that there is a Neighbourhood Plan event taking place on the 23rd November. The Clerk and Cllr Macro wish to attend, this was agreed by all.

12. Correspondence

Resident – Orford Village Events Committee

Cllr Macro reported that some time ago there was an advert placed in the Village Voice to encourage some more members to assist with organising village events. Not many people volunteered.

Cllr Ambury said it was important for the group to have ideas of events for the whole village. Many years ago an Autumn Ball was a very popular event, but this time there was not enough tickets sold. The idea of the event was to raise money for future events.

Cllr Macro commented that many of the events are supported by donations from businesses, but there are a limited number of businesses in the village.

Cllr Ambury said that there is no point in the Committee if it is not given a remit, or if the PC does not support it. This needs to be a Parish group not individual. The group formed but ideas are being kiboshed before they take off.

ACTION: To take this forward to the next meeting for further discussion.

Suffolk County Council – Cllr Macro reported that an email has been received from SCC stating that the drainage in Broad Street does not belong to them.

Rural Market Town Group – Cllr King commented that the Rural Market Town Group had contacted the PC to see if they would consider joining the group. It was agreed by all to accept the offer of a 6 month free trial membership, and review this after the 6 months as to whether this was beneficial.

13. Items for next meeting:

Items included in the minutes, Budget, Precept

14. Date of next meeting: 10th January 2024

Meeting closed at 8.42pm.