

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 274th meeting of Orford & Gedgrave Parish Council
held on Wednesday 10th January 2024 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 Anne Macro	Cllr Craig Ambury
Cllr Alexander Greenwell	Cllr Mary Iliff
Cllr Ian Thornton	

In Attendance 0 members of the public.

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 within the report. Suffolk County Council are in the process of balancing the 2024-25 budget. The local government finance settlement is less than expected. Savings of £65m need to be made of the next 2 years. It is important to balance the books. There is a need to look after the vulnerable in the county. There are to be cuts in the money given to museums, archives, and the arts sector. There is a need to make savings across the board. This is the tail end of the pandemic, and with the situation of things happening abroad, this is all having an effect. The budget will be presented to the full council in February. Trading standards continue to work hard, there are many scams around at the moment, and these are taking various forms. Please be aware and report a scam if you feel it has happened to you. There are proposed National Grid connectors along the east coast. SCC is encouraging them to work together. These cables do need to come ashore somewhere.

Cllr King asked if there is any funding for the fallen road signs.

Andrew Reid commented that he does have some funding, but it is for the use on mandatory signs.

Cllr King commented that she will send some photographs of the fallen sign.

Andrew Reid hopes to make a site visit with the Highways Engineer to look at these signs.

Andrew Reid left at 7.09pm

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 Mallett and Tim Wilson.

3. Acceptance of Apologies

The Councillors all agreed to accept the apologies.

4. **Declarations of interest:**
Cllr Greenwell – Five Estuaries Wind Farm
5. **Applications for dispensation:**
None
6. **It was agreed by those that attended, that the minutes of the 273rd Parish Council (PC) meeting held on the 8th November 2023 be accepted as a true record of the meeting.**
Cllr Addy made a small amendment on the in-camera section, just to make his comment clearly understood.
7. **Matters arising from the 273rd Parish Council meeting held on the 8th November 2023.**
 - 7.1 **8 Town farm Estate** – Cllr Iliff commented that the property is to be placed on the market, and a months' notice will be given to the local residents so they can have the first option to buy. There will be notification placed in the Village Voice when this happens. Possible funding to purchase the property is being investigated.
ACTION: To place on the next agenda.
 - 7.2 **Friends Garage Update** – Cllr Addy reported that an informal meeting had taken place. The way forward is either a combination of commercial and residential or just residential. The planning team has advised that it could be entirely residential. The pre-application has been submitted. They have included questions about affordable housing and CIL payment requirements. There may be 1-2 affordable houses. A housing association may not be interested in one affordable house. This could be offered to NOTT. This is some way down the road though, but things are moving slowly. Plans may be ready to submit by the spring, with permission being granted by the Summer. Now Seaforth site is sold the rest of the area needs progressing.
Cllr Howard said that Orford & Gedgrave Housing Association may be interested in the affordable property.
ACTION: To continue to place on the agenda.
 - 7.3 **Alde & Ore** – No current update.
ACTION: To place on the next agenda.
 - 7.4 **Trees** – The Clerk reported that a quote had been received from Tim Will to pollard the lime tree in Quay Street and to plant the replacement trees. The total of the quote was £600, (£250 to pollard the tree and £350 to plant the trees). Cllr Macro and the Clerk had looked at some trees at Swann's Nursery, to replace the sponsored trees that have died. These are in the region of £43 per tree.
Cllr Addy proposed that the PC accept the quote for the tree work, this was seconded by Cllr Howard and agreed by all.
ACTION: The Clerk to contact Tim Will and give him the go ahead for the tree work. Cllr Macro and the Clerk to visit Swann's Nursery and purchase the replacement trees, when Tim has the time to plant them.
 - 7.5 **20's plenty** – Cllr Macro will be attending a virtual meeting on the 17th January.
 - 7.6 **School Transport** – Cllr King commented that a joint letter had been sent from Sudbourne PC, and the PC to SCC about the school transport. An article was placed in the Village Voice but there had been no response. There is not much more that can be done at this present time, but it is probable that SCC will cut the school transport budget. The Council thanked Cllr King for her work on this.
 - 7.7 **'H' markings and double yellow lines** – An email has been received from the Vehicle Permit team and it states that the PC is responsible for the repainting of the 'H' markings. They have offered to quote for this work. The double yellow line work has been scheduled and should be completed shortly.
ACTION: Clerk to request the quote for the repainting of the 'H' marking and to bring to the next PC meeting.

7.8 Road Signs – Cllr King reported that it would cost £1500 to repair the road sign at the junction of Broad Street and Quay Street. This is not a high priority sign. Would the NOTT consider contributing to the cost of the repair as it does point to the quay.

Cllr Thornton asked if there were any brown signs attached to the road sign.

Cllr King said that she thought they were just white signs.

It was agreed to ask the CIL team if this would be an acceptable expenditure for CIL funding.

ACTION: Clerk to ask CIL for advice regarding expenditure.

7.9 Recreation Ground – The Clerk reported that she and the NOTT Clerk would be conducting a survey of the benches in the village and ascertain which required repairs.

ACTION: Clerk to report the state of the benches at the next meeting and the cost to repair.

Cllr Macro left the meeting at 7.36pm.

7.10 Village Voice/Link – Cllr King reported that this item had been mentioned at the last meeting, it was suggested that the village voice and the Link join to become one magazine, maybe it would be worth talking to the Vicar about this.

Cllr Iliff reported that some of the other villages have a joint magazine.

Cllr Ambury commented that it may be good to have a single publication, and the PC should talk to the Vicar. Orford Business Association may be happy to assist. This would need to be edited, maybe once it has been put together, the NOTT Clerk and the PC Clerk to check through.

ACTION: To bring to the next meeting.

7.11 Resident – Orford Village Events Committee – The Clerk reported that the Chair had written a suggested response to this email/letter. The suggestion was to thank the resident for his letter, and to state that this has been noted by all the Council and the Village Events Committee. This was proposed by Cllr Macro, seconded by Cllr Ambury and agreed by all the Council.

8. Contributions by members of the public.

None

9. Finance

9.1 Authorisation for payment sheet – There are seven payments to authorise W Robinson & Sons (Village pump (CIL payment)) - £366.00, J Backhouse (material for bus shelter (CIL payment)) - £606.35, J Backhouse (Materials and labour for the bus shelter (CIL payment)) £729.47, Woodbridge Excelsior Band (Carol Service) – £100, A Macro (Petrol and can for the village pump(CIL payment)) – 31.00, Unity Trust Bank (Bank charges) - £18.00, DB IT Support (Computer support) - £7.00 Total £1857.82.

Also, the staff wages of £949 per month for November and December.

Income – Unity Trust Bank (Interest) £198.65, Unity Trust Bank (Interest) - £294.54. Total £493.19.

It was agreed by all to approve the payments.

9.2 Draft Budget – The Clerk reported that the draft budget had been amended to allow the correct payments to the Clerk and Litter Controller. This is an increase in the Litter Controller to bring his salary to the National Minimum wage starting the 1st April, and an increase in the Clerks salary to bring her up to the NALC recommended Scale Point, as over the years this has been decreasing. This would allow a surplus in the budget of £92.

The draft budget was agreed by all the Council.

9.3 Precept request – Following on from the budget, it was agreed by all the Council for the precept request to remain the same as last year, £29,419.00

9.4 Quarterly Accounts - The Council noted and approved the quarterly accounts to the end of December 2023.

9.5 **Bank Reconciliation** – The Council noted and approved the bank reconciliation to the end of December 2023.

9.6 **Internal Auditor** – The Clerk suggested that the PC use SALC once again for the internal audit, this was agreed by all.

10. Planning

DC/23/4607/FUL – Hidden House, 34 Daphne Road, Orford, Woodbridge, IP12 2NH

Demolish an existing modern upvc conservatory and lean to porch and construct a single storey extension with first floor ensuite bathroom (follows previous consents, e.g. DC/21/1933/FUL for similar proposals)

The Council had no objections to this proposal.

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

Other notifications:

11. Parish Council Business: -

1. Re-adoption of the Financial Regulation, Grants Policy, Publication Scheme, and the Financial Risk Assessment.

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

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

2. Quay Street Footpath

CLlr Howard commented that the footpath that runs along Quay Street, is too narrow, there are no passing places and there are some trip hazards. Could this be made better?

We are aware that the cost would be high, but the small strip of soil between the path and the road could be covered with tarmac.

CLlr Ambury said that he thought the road down Quay Street was made narrower to allow the positioning of the footpath without encroaching on the village green.

CLlr Thornton asked if that small strip alongside the road, was registered village green.

CLlr Addy suggested that Highways department is contacted and ask for a definitive map of the Quay Street.

ACTION: Clerk to contact the Highways Department for a definitive map of the areas in Quay Street that they are responsible for.

3. Lime Tree

Covered under 7.4.

4. Litter Controller

To be covered in camera.

5. D-Day Commemoration

The Clerk reported that a suggestion of having the Town Hall open for the evening of the 6th June, along with someone playing 1940's music, the Fish & Chip cart to be parked on the Market Hill, The Mixing Bowl to make individual steamed puddings with custard, and the evening would end with the lighting of the beacon. There is also a suggestion that as Andrew Reid can give some funding towards this, a commemorative bench be placed on the plinth at the corner of Broad Street and Quay Street. Some additional funding may be required to fund this project.

It was agreed by all that the bench should be placed on the plinth at the end of Broad Street and Quay Street.

CLlr Addy proposed that an event is held to commemorate the D-Day landing, this was seconded by CLlr Green and agreed by most of the Council.

CLlr Greenwell suggested that voucher could be placed in the Village Voice, this would entitle residents who attended the event to a reduced rate in the cost of the food. This is to be investigated further.

ACTION: To give any updates at the next meeting.

12. Correspondence

Resident – Orford Fest

The Clerk reported that an email had been received from the organiser of the Orford Fest. They wish to hold the event again this year on the 10th August.

Cllr Thornton proposed that the Orford Fest should be permitted to go ahead this year, with no cost for hire of the area, this was seconded by Cllr Ambury and agreed by all.

ACTION: To notify the Orford Fest organiser of the PC decision.

Royal British Legion – The Clerk reported that an email had been received regarding the donation for the Remembrance Day wreath. The suggestion is £85 per year. After some discussion the Council agreed that the RBL should be given an annual donation of £100, and the PC would source their own wreath for the event.

Five Estuaries Wind Farm – Cllr King commented that an email had been received from a resident concerned about the impact of the Wind Farm on the birds. The Council noted these comments.

ACTION: Clerk to notify the resident that the Council notes the comments made.

13. Items for next meeting:

Items included at the next meeting, Quay Street footpath.

14. Date of next meeting: 14th February 2024

Meeting closed at 8.25pm