

ORFORD & GEDGRAVE PARISH COUNCIL
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Minutes of the 280th meeting of Orford & Gedgrave Parish Council
held on Wednesday 10th July 2024 at 7.00pm in the New Room of the Town Hall.

Present: Cllr Anne Macro (Chair)	Cllr Karen King (Vice-Chair)
Cllr Margaret Green	Cllr Valerie Dunlop
Cllr Mary Iliff	Cllr Gary Wingrove
Cllr Ian Thornton	Cllr Nigel Addy
Cllr Jonnie Howard	Cllr Craig Ambury
Cllr Stuart Moss	

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 gave his apologies for the meeting.
2. District Councillor Tim Wilson
Tim Wilson submitted his apologies.

2. Apologies for absence:

Cllr Greenwell, Andrew Reid and Tim Wilson.

3. Acceptance of Apologies

The Councillors all agreed to accept the apologies.

4. Declarations of interest:

Cllr King – planning
Cllr Dunlop - planning

5. Applications for dispensation:

None

6. **It was agreed by those that attended, that the minutes of the 279th Parish Council (PC) meeting held on the 12th June 2024 be accepted as a true record of the meeting. Cllr King proposed to accept the minutes, this was seconded by Cllr Wingrove and agreed by all.**
Cllr Dunlop asked if it could be noted that in item 11.4 instead of it being a talk of interest to people at the APM could it be a film, for instance the Merman.

7. **Matters arising from the 279th Parish Council meeting held on the 12th June 2024.**

7.1 8 Town Farm Estate – Cllr Iliff reported that a recent meeting with Flagship had been very helpful. There should be a follow up email from the recent meeting arriving shortly. Cllr King wished to thank Therese Coffey for all her assistance in the past few months. Her input to try and save the social housing was very useful.

ACTION: Cllr King to write a thank you letter to Therese Coffey. To place item on the next agenda.

7.2 Friends Garage Update – Cllr Addy said that the planning application for the site is imminent. There has been no update for Seaforth House.

ACTION: To continue to place on the agenda.

7.3 Alde & Ore – Cllr Wingrove commented that there was a meeting held at the end of last month. The first phase is in place, but there is an issue with the Snape Maltings approval and the conservation area around it. The second phase may be delayed for up to another year.

ACTION: To place on the next agenda.

7.4 Road Signs – Cllr King reported that the 30mph signage has been fixed, but the road sign at the end of Broad Street has not been fixed. Cllr King is to hand over the outstanding Highways items to Cllr Ambury.

ACTION: Cllr King to chase the Highways department regarding the road sign at the end of Broad Street.

7.5 Recreation Ground – The Clerk reported that she and the NOTT Clerk would be conducting a survey of the benches when both are available.

Cllr Macro suggested that she and the Clerk do a walk around and assess the condition of the benches.

ACTION: Clerk place on the next agenda.

7.6 Footpath – Cllr King reported that Tim Wilson has not passed on the details of the other company who complete footpath work. A quote has been received from Suffolk County Council Highways to undertake the footpath work, this is £32,400 plus VAT. This item could be filed for now as Highways are aware of the condition of the footpath and the area alongside it. Legal fees would be added to this as this footpath is on the edge of a registered village green.

ACTION: Cllr King to circulate the quote to all the Councillors for consideration.

7.7 Signs for Quay Street Car Park – Cllr King said that the signs have been erected.

7.8 School Transport – Cllr King is still awaiting a response from Andrew Reid.

ACTION: Cllr King to continue to monitor the situation regarding the school transport and the response from Andrew Reid.

7.9 Mundays Lane – Cllr King said that the 'no parking' signs have been erected.

Cllr Ambury asked if these signs could have some tape placed between them to make them more prominent to people parking in Mundays Lane.

ACTION: Tape and an additional sign to be erected in Mundays Lane.

8. Contributions by members of the public.

None

9. Finance

9.1 Authorisation for payment sheet – There are five payments to authorise: M Backhouse (no parking signs) - £10.99, Playquip (zip wire service and maintenance) - £504.00, J Backhouse (various jobs) - £150.00, Leiston Press (riverside car park directional signs) - £374.40, Doctorsdrift Pest Control (mole catching and equipment) - £125.00 Total £1164.39. Also, the staff wages of £1048.84 per month for July and August.

Income – Unity Trust Bank (reserve account interest) £199.21, Unity Trust Bank (CIL account interest) £469.01, Total £668.22.

It was agreed by all the Councillors present to approve the payments.

9.2 Quarterly Accounts & Bank Reconciliation

Cllr Ambury asked where the donations had been received from and where they had been spent.

The Clerk reported that donations had been received from Suffolk County Council and NOTT. These donations had assisted with the funding of the D-Day event held in the village. The quarterly accounts and the bank reconciliation were agreed by all the Councillors present.

12. Planning

DC/24/2044/FUL – Ferry Cottage, Quay Street, Orford, IP12 2NU

Alterations and part conversion of garage to holiday accommodation.

Cllr Addy reported that this application was to convert a garage into self-contained holiday accommodation. This would be a property for 2 people, to add to the existing property which may sleep 7. The nearby residents have concerns about the parking.

Cllr Wingrove commented that the parking could be a planning concern.

Cllr Addy said that no comment had been made about the parking.

The Council had no objections to this proposal but wished to comment about the neighbours' concerns.

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

DC/24/2122/TCA – 66 Quay Street, Orford, IP12 2NU

1no. Yew – Fell.

The council had no objections to this proposal.

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

DC/24/2167/FUL & 2168/LBC – 50 Church Street, Orford, IP12 2NT

Replacement gate

The Council had no objection to this proposal.

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

DC/24/2164/FUL & 2165/LBC – 48 Church Street, Orford, IP12 2NT

Removal of unauthorised gate and replacement with new oak gate.

The Council had no objection to this proposal.

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

Other notifications:

11. Parish Council Business: -

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

The Clerk reported that there was a change to the Memorial Bench Policy as the benches have increased in price

It was agreed by all to readopt the above policies.

2. Parish Council Representatives on outside bodies, Community Partnership, SALC, Woodbridge & District ASB, Recreation Ground Charity Committee. Portfolios – Traffic Management, Highways (potholes, hedges), Footpaths, Recreation Ground, Community Self Help

The Clerk agreed to continue to be the SALC representative. The Councillors agreed to consider the other items and discuss further at a future meeting.

Cllr Macro wished to thank Cllr King for all her help and support during her time on the Parish Council, as this would be Cllr Kings last meeting before moving. This also means that there will be the need to have an additional signatory on the bank account. Cllr Wingrove offered to become a signatory; this was agreed by all.

ACTION: To place this item on a future agenda. Position of Vice-Chair to be placed on the agenda. Clerk to organise the additional signatory and removal of a signatory on the bank account.

3. Village Feast

Cllr Macro reported that the Village Feast is to take place after the Flower Show, are there any volunteers to assist with the setting up and the packing away after the event.

Cllr Addy, Cllr Thornton, Cllr King and Cllr Iliff agreed to assist with the setting up and packing away of the tables etc for the Village Feast.

4. Survey

The Clerk reported that a survey had been undertaken of the properties that the PC owns, the Bus Shelter and Figgs shelter on the Quay, this gives the PC a rough guide as to what it would cost to replace if needed.

5. Village Projects

Cllr Iliff commented that it would be good to spend the CIL funding on the sea defences, pond clearing, or the footpath and the legal costs to enable us to do this.

There was a discussion around these ideas, and it may be worth asking the CIL team if we could use the funding for these items.

Cllr Dunlop asked if there could be a computer in the village for those people who do not have one, could use.

Cllr Macro said that this was a good idea but where could it be placed?

Cllr Ambury wondered if we could ask the local café whether this would be something that they would consider.

Cllr Iliff said that Barts Hall could be another alternative as they have a Friday Lunch session, but this would mean that the computer would only be accessible once a week. It was agreed by all that the pond opposite the school would be a good idea, this would prevent the flooding of the road and the neighbouring properties.

ACTION: Cllr King to approach the Highways Engineer regarding the ownership of the pond. The Clerk to contact the CIL team following on from the response from the Highways Engineer.

6. Recreation Ground

The Clerk reported that the Zip Wire had been serviced. The company can do an annual inspection and service on the Zip Wire, which is a cost of £441 +VAT. It was agreed by all to accept this quote,

ACTION: Clerk to accept the quote for the annual inspection and service on the zip wire.

7. Beech Tree

Cllr Macro reported that she had met with Paul Bush to look at the beech tree in Quay Street. He agreed that the dead wood could be cut out, but it would look very odd, it would be best to remove the tree altogether. Having asked Tim Will for a quote to remove the tree and having not received one it was agreed to accept the quote from Paul at a cost of £400. Paul will remove the brushwood but leave the logs for residents to remove.

It was agreed by all to accept the quote from Paul Bush.

ACTION: Clerk to notify Paul Bush of the Council's decision.

12. Correspondence

East Suffolk Council – Rural Exception Sites

The Clerk read out an email regarding Community Led Housing and the offer of a representative to come to a meeting and talk with the PC about this. It was agreed to ask the representative to attend the next meeting.

ACTION: Clerk to contact the representative and ask them to attend the next meeting to give a presentation.

Resident – Neighbourhood Plan

The Clerk reported that a resident had contacted her and expressed an interest in the PC writing a Neighbourhood Plan. The Councillors stated that this had been investigated before and there was a lot of work to be done and the cost to have a consultant to assist was quite high.

Cllr Addy said he was not sure if the village would benefit from a Neighbourhood Plan. The amount of work involved if extensive.

It was agreed that if the resident contacted the PC again, then ask if he wishes to lead the working party to complete this.

Memorial Bench – Request from a family.

The Clerk reported that she had received an email from a family whose parents used to love visiting the area, and they wish to place a memorial bench in Orford.

After some discussion, it was agreed to send the memorial bench policy to the family, and then look around the village to see if there is a spot this could be placed should the family remain to be interested.

ACTION: Clerk to forward the Memorial Bench Policy to the family.

13. Items for next meeting:

Items included at the next meeting as in the minutes, and Parish Council representatives on outside bodies, 20 speed limits

14. Date of next meeting: 18th September 2024.

Meeting closed at 8.02pm.