

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 281st meeting of Orford & Gedgrave Parish Council
held on Wednesday 18th September 2024 at 7.00pm in the New Room of the Town Hall.

Present: Cllr Anne Macro (Chair)
Cllr Margaret Green
Cllr Mary Iliff
Cllr Alec Greenwell
Cllr Jonnie Howard

Cllr Gary Wingrove (Vice-Chair)
Cllr Valerie Dunlop
Cllr Craig Ambury
Cllr Nigel Addy

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 which he summarised. The major fire at Sackers Scrap Yard was caused by a battery. Suffolk County Council has formerly objected to the Sea Link proposal, the reason for this was the proposed bridge over the River Fromus. Friston is proposed to be the hub for several convertor stations. Trading standards continue to work hard and have recently caught a rogue builder who defrauded customers of lots of money. The Gull Wing Bridge had an informal opening on the 7th September. This will be a great help to Lowestoft. This was first discussed in 1919!!

Andrew Reid left the meeting at 7.08pm.

2. District Councillor Tim Wilson

Tim Wilson submitted his apologies.

2. Apologies for absence:

Cllr Thornton, Cllr Moss 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 280th Parish Council (PC) meeting held on the 10th July 2024 be accepted as a true record of the meeting.

7. Matters arising from the 280th Parish Council meeting held on the 10th July 2024.

7.1 8 Town Farm Estate – Cllr Iliff reported that a letter of thanks was sent to Therese Coffey, and the sale of 8 town Farm estate has been agreed.

7.2 Friends Garage Update – Cllr Addy said that the planning application for the garage site is at ESC Planning Department waiting to be validated. The developer would like to place 2 starter homes on the site, these would be at a cost of around £250,000. This is subject to the planning policies as set out by ESC. Seaforth house site is to be sold and dealt with separately.

ACTION: To continue to place on the agenda.

7.3 Alde & Ore – Cllr Wingrove reported that there have been no meetings, the next meeting is due to be held on the 24th October at the Town Hall.

ACTION: To place on the next agenda.

7.4 Road Signs – The Clerk reported that a chasing email has been sent to Josh White regarding the sign at the end of Broad Street, the response stated that this is in the schedule of works, but no date has been set.

ACTION: Cllr Ambury to monitor the progress of the sign in Broad Street.

7.5 Recreation Ground – The Clerk and Cllr Macro surveyed the benches in the village and asked John Backhouse to quote for tidying, fixing and painting the benches. It was also suggested that the main gates to the recreation ground are replaced with two equal sized gates.

Cllr Greenwell asked if there could be a solution to a problem of trying to get through the gates with a push chair.

After some discussion it was agreed to remove the kissing gate and have an open space to walk through. This may at some point require a small, staggered fence to prevent children running out into the road.

Cllr Howard proposed that the quote for £1047.95 be accepted to undertake the bench and gate work, this was seconded by Cllr Greenwell and agreed by all.

ACTION: Clerk to inform John Backhouse that the quote has been accepted.

7.6 Footpath in Quay Street – Cllr Iliff said that the proposal of the new footpath should be discussed with SALC as it is sited on a registered Village Green, this may then need to be taken to Birketts for advice.

Cllr Howard stated that the PC had a duty of care to those who use the footpath, to ensure it was a safe area.

Cllr Iliff said that the law surrounding registered Village Greens is very complex, and the PC has a legal obligation to protect those areas.

Cllr Addy commented that the area as it is, looks better in the conservation area, than a new path.

Cllr Green said that prior to the footpath, this area was just a muddy track.

ACTION: To contact SALC prior to the solicitors (Birketts) to ask advice regarding the village greens.

7.7 School Transport – There has been no further updates concerning school transport.

7.8 Neighbourhood Plan – Cllr Dunlop reported that there was a Feasibility Study undertaken of the village back in 2008 – some of which is still current. Do the PC wish to update this, unsure of what the procedure would be to undertake this work.

Cllr Macro reported that she had spoken with a Clerk of a parish that had completed a Neighbourhood Plan. The cost was in the region of £15,000 and the Clerk was paid an additional 3 hours a month to assist with the work.

Cllr Iliff said that the feasibility study caused an upset.

Cllr Dunlop wondered if a Neighbourhood Plan may assist with the economic issues in the village and address the tourism.

Cllr Macro stated that the Plan would need to be Council led.

Cllr Iliff said that the Plan would need to cover planning and affordable housing.

Cllr Addy commented that any planning applications are taken to ESC and they use the Local Plan. The Neighbourhood Plan would be a material consideration.

Cllr Greenwell proposed that the Neighbourhood Plan idea is not progressed, this was seconded by Cllr Howard and agreed by all.

7.9 Village Feast – Cllr Iliff wished to thank the Backhouse Family for their assistance in the evening.

It was agreed by all to keep the Village Feast Event on the Market Square.

7.10 Unity Trust Bank – The Clerk reported that Karen King had been removed as a signatory from the bank account and Cllr Wingrove has been added.

7.11 Village Projects – Cllr Macro commented that no quote has yet been received to undertake the work on the Village Pond. Two companies have been contacted.

7.12 Memorial Bench – The Clerk reported that the family who wish to place a memorial bench opposite the Jolly sailor have paid the cost and the bench has now been ordered.

8. Contributions by members of the public.

None

9. Finance

9.1 Authorisation for payment sheet – There are eight payments to authorise: A Macro (Bird defenders for the play equipment) - £14.99, Parkwood Garden and Estate Services (Mole capture on village greens & rec) - £640.00, HMRC (underpayment of PAYE) - £225.94, Flaming Cheek Band (Village Feast entertainment) - £650.00, Glasdon UK Ltd (new litter bin) - £274.20, Genesis Orwell Mencap (New memorial bench) – £1174.90, PKF Littlejohn (External Audit fee) – £378.00, Unity Trust Bank (bank charges) - £18. Total £3376.03.

Also, the staff wages of £1048.84 per month for September.

Income – Flower Show Committee (use of recreation ground) £645.00, R Bowyer (Memorial Bench) £1574.90, Total £2219.90.

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

9.2 External Audit Report – The Clerk reported that the External Audit Report was complete, there were no concerns from the audit to report to the Council. A copy of the paperwork is available on the website.

12. Planning

DC/24/2889/FUL – 17 High Street, Orford, IP12 2NW

Single storey rear extension.

The Council had no objection to this application.

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

DC/24/2987/FUL – Rose Side, Market Hill, Orford, IP12 2LH

Single and 2-storey rear and side extension, internal alterations. Landscaping and additional carparking space.

The Council had no objection to this application.

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

DC/24/3136/TCA – Land At, Castle Terrace, Orford, IP12 2ND

1no. Group of mixed species (2286 on plan) – Crown lift to 5.2m above ground.

The Council had no objection to this application.

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

DC/24/3227/TCA – The Cottage, Broad Street, Orford, IP12 2NQ

2 no. Unknown species (1&2 on plan) – fell

1no. Box (3 on plan) – fell

1no. Eucalyptus (4 on plan) – fell

The Council had no objections to this application.

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

Other notifications:

11. Parish Council Business: -

1. Election of a Vice-Chair - Cllr Addy proposed that Cllr G Wingrove be the Vice-Chairman, this was seconded by Cllr Greenwell and agreed by all. Cllr Wingrove was

duly **elected** as Vice Chairman and the Declaration of Acceptance of Office was signed and witnessed by the Clerk.

2. Readoption of the Code of Conduct, Temporary Road Signs Policy, Data Protection & Information Management Policy and the Standing Orders.

It was agreed by the full Council to readopt the above policies.

3. Beech Tree, Quay Street – The Clerk has spoken with Paul Bush who had submitted written tree application to ESC but it appears to have been lost. A second application will be submitted.

4. Councillor Training – Cllr Macro said that there has been some training available linked to open spaces/village greens. The Clerk is on annual leave at that time, but Cllr Macro is willing to attend this training, but there is a cost of £80.

Cllr Howard proposed that Cllr Macro attends the training, this was seconded by Cllr Greenwell and agreed by the Council.

5. Christmas Carol Service – Cllr Macro said that the annual service around the Christmas Tree is to be held on the 18th December 2024 at 6.30pm.

6. Co-option of a Councillor – The Clerk reported that there had been one application for co-option, this was from Sheila Stoker. It was agreed by the full Council to co-opt Mrs Stoker.

ACTION: Clerk to contact Mrs Stoker and invite her to sign the 'Declaration of Acceptance of Office' form.

7. Bonfire & Fireworks Event – The Clerk reported that the Bonfire & Fireworks committee had contacted the PC regarding the annual event insurance cover. It was agreed by the full Council to organise the insurance for this event.

8. Use of CIL funding – Cllr Macro reported that she was still chasing Miles Engineering for a quote to clear the pond. There was also another company who will do a site visit, this is R&M Pond Services.

ACTION: Cllr Ambury to meet with R&M when they contact.

9. Email Addresses – Cllr Macro said that it is important for a Councillor not to share their email address, this should be directly to the Councillor. There are a couple of Councillor who share emails with partners, this should be changed.

10. Laying of the Remembrance Wreath – Cllr Howard agreed to lay the wreath on behalf of the Parish Council. The Clerk will arrange the purchase of the wreath.

11. 20mph – As Cllr Moss is absent this item will be carried to the next meeting.

12. Correspondence

Resident – Munday Lane parking/speeding.

The Clerk read out an email from a resident regarding the parking and speeding in Munday Lane.

Cllr Ambury commented that he has spoken with the resident, the siting of the 'no parking' signs should be reconsidered as this affects the school parking, the use of speed humps needs to be considered.

The Clerk commented that Josh White had been contacted regarding speed humps in Munday Lane, and he felt that this would not be an advantage. In areas where they have been fitted the residents have asked for them to be removed due to the noise.

After some discussion it was agreed to remove the 'no parking' signs for the winter, and Cllr Ambury would respond to the resident.

Cllr Ambury also suggested contacting East Suffolk Services regarding the road sweeping.

ACTION: Clerk to contact the ESS regarding the road sweeping. Cllr Ambury to contact the resident.

Suffolk Hundred – Route through Orford

The Clerk reported that an email had been received from the Suffolk Hundred who will be undertaking a walk from Ipswich and passing through Orford. This was noted by the Council.

Resident – Second homes

The Clerk read out an email received from a resident regarding the number of holiday lets/second homes in the village.

Cllr Macro commented that the Council is trying to sort this concern, talks have taken place with Flagship when a property becomes vacant. It is asked that a vacant property be sold to a family for full time occupation.

Cllr Dunlop said that the use of AONB policies and ESC policies could try to change the issue that is occurring within the village.

Cllr Addy commented that 8 years ago there was only 4/6 AirBNB now there are 80 in this area.

ACTION: Council to carry this forward and continue to encourage affordable housing, by investigating the various options available via CAS and ESC.

Trees – School/Recreation Ground

The Clerk reported that an email had been received from the School regarding the overhanging branches from the recreation ground onto the play area. The Clerk met with Tim Will to look at this, and he agreed that there could be some cutting of the trees to reduce the overhanging of the playground.

The cost of this is £440.

Tim also agreed to look around the recreation ground and remove any dead wood, shrubs, trees etc. He will also trim back along Munday Lane, this will cost £440.

It was agreed by the full Council to accept the two quotes for the tree work.

13. Items for next meeting:

Items included at the next meeting as in the minutes.

14. Date of next meeting: 9th October 2024.

Meeting closed at 8.27pm.