

Draft MINUTES of the Ashby, Herringfleet & Somerleyton Parish Council Meeting held on Thursday 7th January 2016 from 7:15 p.m. in Somerleyton Village Hall

Present: Mr M Wright (Chairman), Mrs G Gibbs (Vice-Chair), Ms J Alderton (until item 9), Mr N Favell, Ms K Foster, Mrs M Gibbs, Mr P Johnson, Mr T Pace, Mr S Phillips, Mr C Reynolds, Mr R Wild; Mr P Douch (Clerk to the Council)

In attendance: Mr B Poole (County Councillor), Mr P Ashdown (District Councillor), Mrs J Wild (Lowestoft Journal)

PUBLIC FORUM

One member of the public was present.

Cllr Ashdown spoke about devolution, his meeting with Suffolk's Police & Crime Commissioner, and the Community Infrastructure Levy.

Cllr Poole spoke about the cut in government funding to Suffolk County Council, and complaints about maintenance of ditches and drains.

S Phillips referred to the leaflet and form being distributed by Somerleyton Together, and confirmed that it included Ashby and Herringfleet.

Police reports had been received from PCSO Kershaw. In November, there was one recorded crime for Somerleyton: theft from a shed, when a lawn mower and strimmer were taken. Police were called to attend the Fireworks event on 5th November due to huge congestion of vehicles; two off-duty officers and PCSO Kershaw helped with re-direction of vehicles. Advice was then given to the PC for future events. There were no recorded crimes in December.

The Parish Council (PC) meeting commenced at 7:25 p.m.

- 1 APOLOGIES FOR ABSENCE were received from N Livingstone, J Livingstone and PCSO S Kershaw.
- 2 DECLARATIONS OF INTEREST. Items 9, 13 - P Johnson (Somerleyton Estate: pecuniary) with dispensation to participate in 9. Item 9 - S Phillips (Somerleyton Community Association: non-pecuniary).
- 3 REQUESTS FOR DISPENSATION. None.
- 4 MINUTES OF PREVIOUS MEETING. The draft minutes of the meeting held on 4th November 2015 were approved as a correct record and were duly signed by the Chair. [Prop. G Gibbs; Sec. K Foster]
- 5 CLERK'S REPORT ON ONGOING MATTERS.
 - 5.1 Double-yellow lines, north end of The Street. The Clerk said that the traffic regulation order had been issued, and that the last date for objections was February 8th.
 - 5.2 Herringfleet Hills. R Wild said that the fencing had been removed, and that a site meeting would take place regarding the locked car park gate.
 - 5.3 Ashby village sign. The Chairman thanked Michael Gibbs for cleaning the sign, and Maureen Gibbs for her part in arranging it.
 - 5.4 Overgrown footpaths. G Gibbs said that the footpath from the Common to the B1074 had not been cut despite a reminder. Cllr Poole agreed to look into it.
 - 5.5 Other items still to be completed: memorial bench (letter-carving and -painting); litter/ dog bin, The Green; square bench, The Green.
- 6 REQUESTS FROM PARISHIONERS.

None had been received by the Clerk since the last meeting. The Chairman said that the Somerleyton Charities had a vacancy for a trustee, which would need to be publicised with a view to nomination by the PC at the next meeting.
- 7 REVIEW OF CHAIRMAN'S AND VICE-CHAIRMAN'S POSITIONS.

The Chairman thanked G Gibbs and C Reynolds for being acting chair and vice-chair at the last meeting. He said that he was not intending to seek re-election in May, and wished to give the PC time to consider who might take on the role.
- 8 PARISH PLAN WORKING GROUPS.
 - 8.1 Environment & Green. J Livingstone (group convenor) had notified the Clerk that a grant of £100 had been received for the World War One memorial tree and plaque. It was resolved to send a

letter of thanks to the Somerleyton Charities. [Prop. M Wright; Sec. K Foster]

- 8.2 Information & Advice. M Wright said that the group will keep the noticeboards up-to-date with appropriate notices, the last board having been installed on the Green in November.
- 9 WAVENEY LOCAL PLAN REVIEW; NEIGHBOURHOOD PLANNING (NP).
- 9.1 The Chairman said that the village hall was not part of the PC's remit, since it belongs to Somerleyton Community Association, which through its Community Facilities Group (CFG) is keeping the community informed of project progress. S Phillips said that he had not asked for the PC to make a response to Lord Somerleyton's *Village development is for life* card, as shown on the agenda. He said that the CFG is involved in discussion with the Somerleyton Estate and its representatives, and is due to meet S Bainbridge of Evolution Planning shortly. T Pace asked if the drawings on the card had been put to the community before. It was felt that not all of them had been circulated or displayed before. S Phillips said that the Parish Council will be consulted by Waveney District Council on any planning application which may arise.
- 9.2 The Chairman said that J Livingstone was no longer available to lead the proposed NP group, but that she was prepared to be a member. It was resolved that she and five others who had expressed their interest have an initial meeting and report back in March; and that any costs be refunded by the PC, notwithstanding that grant funding may enable any NP expenditure to be recouped later. [Prop. M Wright; Sec. P Johnson]
- 10 NATIONAL PLANNING POLICY.
It was agreed that no response would be made to the government consultation on proposed changes to national planning policy.
- 11 SUFFOLK LOCAL POLICING REVIEW.
The Chairman spoke about the draft letter he had circulated among PC members, protesting against proposals to cut police services in Suffolk (in particular, PCSO's serving rural parishes) and decrying the short and unrealistic timing of the consultation. It was resolved that the Clerk send the letter to the Police & Crime Commissioner and the Temporary Chief Constable. [Prop. M Wright; Sec. C Reynolds]
- 12 EQUALITY POLICY – MONITORING REPORT.
It was resolved to approve the Clerk's annual monitoring report for 2015. [Prop. K Foster; Sec. R Wild]
- 13 HERRINGFLEET MILL.
A letter from Mark Barnard of Suffolk County Council, concerning the formation of a charitable trust and management committee, had been circulated, and the Chairman asked if anyone was interested in being involved. P Johnson said he was interested in the restoration side of it. M Wright said that he would speak to J Livingstone. S Phillips said that Somerleyton Together may publicise it.
- 14 TRAINING FOR COUNCILLORS.
The Clerk said that training had been arranged to take place at Somerleyton Village Hall on Thursday 28th January, and that four other northern parishes had confirmed numbers and would pay equal shares of the costs. N Favell, K Foster, M Gibbs, T Pace and C Reynolds volunteered to take part, and it was thought that J Alderton would also. P Johnson would be unavailable. M Wright offered to set up the hall and teas; S Phillips offered to set up the screen.
- 15 PLANNING.
- 15.1 Recent applications – none.
- 15.2 Recent decision. Crown House, The Street, Somerleyton. Rear garden, trees (3). Approved; works to be completed within 2 years.
- 16 FINANCIAL REPORT.
- 16.1 The Clerk explained the report of receipts and payments to December 20, noting that the overall balance was £6093.22, with the Social Fund at £4872.76. It was resolved to approve the financial report. [Prop. K Foster; Sec. R Wild]
- 16.2 It was resolved that the Chairman would ask D Cook if he was prepared to continue as internal auditor and, if he would, that the Clerk would write him a letter. [Prop. M Wright; Sec. C Reynolds]
- 17 BUDGET ESTIMATES & PRECEPT 2016-17.
- 17.1 The Chairman referred to the report & estimates previously circulated by the Clerk. S Phillips said that the document presented the position clearly. He commented on the very large balance of the Social Fund, and suggested that contingencies could be increased and amount for reserves be

decreased if funds were transferred from the Social Fund to the general reserves as a one-off measure. This transfer would benefit all council taxpayers equally and would enable the PC to keep the precept demand at the same level as in 2015-16. It was resolved that the precept demand for 2016-17 be £2845. [Prop. S Phillips; Sec. C Reynolds]

The Chairman thanked S Phillips for putting together the proposal, and explained that this demand would mean that Band D properties would pay 1.21% more on the PC element of council tax than in the current year.

17.2 It was resolved to hold the PC meeting at which the next precept would be set on the second Thursday of January 2017. [Proposed: C Reynolds; Sec. N Favell]

18 VILLAGE EVENTS – RECENT.

18.1 Fireworks Night. S Phillips said that, after unprecedented numbers of people turned up on November 5th, the police had made various suggestions about how to organise it in future.

M Gibbs spoke about the inconvenience caused to residents who had tried to drive into or out of Somerleyton that evening. It was resolved that the Parish Council would not organise a fireworks night in 2016 or 2017, and would reconsider holding one in 2018. [Prop. S Phillips; Sec. M Gibbs] The Chairman thanked the organising group and everyone who helped on the night.

18.2 Quiz n Chips (November 21st). The Clerk had reported a profit of £57.39. The Chairman said that the evening had gone well and thanked C Reynolds, P Douch, W Bailey and J Shreeve.

18.3 Christmas lights. The Chairman thanked C Reynolds for organising the display of lights on Somerleyton Green. C Reynolds thanked the Estate team, J Shreeve and P Douch for their assistance. Thanks were also expressed to Women's Link for publicity and other arrangements, to J & N Livingstone for their hospitality to the carol-singers on December 3, and to those who made donations to the Children's Society.

19 VILLAGE EVENTS – FORTHCOMING.

19.1 Litter pick. It was agreed to hold the annual litter pick on Sunday 20th March, starting from the village hall at 10:00 a.m. P Ashdown offered to contact Waveney Norse, and the Clerk to collect the equipment.

19.2 Social event (18 June 2016). M Gibbs said that the working group would meet shortly. It was agreed that the village hall and the band needed to be booked urgently.

20 NEWSLETTER.

M Wright offered to compile the newsletter, and K Foster offered to assist. It was agreed to issue it by the end of January, with another request to those wanting an electronic copy to supply their email addresses.

21 PAYMENTS TO BE APPROVED.

£273.75 to Came & Company (annual renewal of insurance policy)

£582.60 (incl £97.10 VAT to be reclaimed) to S Phillips (5 speakers for village hall) [Social Fund]

£154.00 to Somerleyton Community Association (hire of Village Hall in 2015)

£400.00 to S.O.L.D. (noticeboard on Green) [£360 in hand from grants received; £40 Social Fund]

£177.00 to P Douch (50 LED bulbs for Christmas lights) [£29.50 VAT-refundable; Social Fund]

£4.73 to C Reynolds (TLS plug for Christmas lights) [Social Fund]

£10.00 to Somerleyton Primary School (electricity for Christmas lights) [Social Fund]

£65.00 to Society of Local Council Clerks (annual subscription)

£336.00 to P Douch (Clerk's salary, Oct-Dec)

£30.00 to Suffolk Preservation Society (annual subscription)

£130.00 to Local Council Public Advisory Service (new councillor training, 28/1/16; £120.80 to be reclaimed from other parishes]

£21.00 to Somerleyton Community Association (hall hire for above training)

£100.00 to J Livingstone (World War One memorial tree & plaque)

£35.00 to Somerleyton Community Association (hall hire for Quiz n Chips)

It was resolved to make the above payments. [Prop. G Gibbs; Sec. R Wild]

S Phillips pointed out that Christmas lights should be tested before the November meeting, so that any quote for replacement bulbs can be considered before placing an order.

22 CORRESPONDENCE. No action was required concerning any item of correspondence.

23 DATES AND TIMES OF NEXT MEETINGS.

Northern Parishes Meeting at Blundeston Village Hall on Wednesday 10th February, from 7:30pm; the Chairman said he planned to attend and invited any other councillor to join him.

AHS PC at Somerleyton Village Hall on Thursday 3rd March, from 7:15pm;

refreshments – P Johnson

24 CONFIDENTIAL BUSINESS.

At 9.26, the Chairman asked, under the Public Bodies (Admission to Meetings) Act 1960, that press and public leave the meeting because publicity about the matters to be discussed would be prejudicial to the public interest due to their confidential nature.

24.1 The Chairman reported that further communication about the issue under discussion had been received just before the meeting. It was resolved that an extraordinary meeting of the Parish Council be held on Thursday 21st January, from 7:15pm, in Somerleyton Village Hall. [Prop. S Phillips; Sec. G Gibbs]

24.2 At 9.45, the Clerk left the meeting. The Chairman outlined the review of the Parish Clerk's performance that he and Vice-Chair G Gibbs had recently carried out. In thanking the Clerk for his work and commitment throughout the year, an increase in salary of 1% in line with SLCC/NALC recommendations was proposed. S Phillips pointed out that the meeting had effectively already granted this, since the agreed 2016/17 budget proposals included this increase. [Prop: C Reynolds; Sec: R Wild]

In discussion of an increase in paid hours, the Chairman clarified the increase in hours required by the Parish Council for the Clerk to manage all that is currently required of him. A proposal to increase the Clerk's paid hours from 3.0 to 3.25 hours per week from April 2016 was carried. [Prop: M Wright; Sec: G Gibbs]

There being no further business, the meeting closed at 10:00pm.