

Minutes of the Ashby, Herringfleet & Somerleyton Parish Council meeting held on Thursday 7<sup>th</sup> July 2016 from 7:15 p.m. in Somerleyton Village Hall

Present: Mrs G Gibbs (Chair), Mr S Phillips (Vice Chair & Acting Clerk), Mr N Favell, Mrs M Gibbs, Mr P Johnson, Mr N Livingstone, Mr T Pace, Mr C Reynolds, Mr R Wild & Mr M Wright

Absent: Ms J Alderton

In attendance: Mr P Ashdown (District Councillor), Mr B Poole (County Councillor), Mrs J Wild (Lowestoft Journal) plus 5 members of the public.

## PUBLIC FORUM

The public forum opened at 7.20pm.

District Councillor P Ashdown reported that Waveney District Council had approved the principle of devolution at a full council meeting and is now conducting a consultation. He said there were many questions, especially regarding the proposed position of mayor – what powers would this role have, where would it be funded from? He urged everyone to respond to the consultation.

County Councillor B Poole reported on the devolution discussions at County level. He said that if approved the creation of a mayor might see some local powers taken away.

He also spoke about the site visit to Station Road by Highways Department officials and County Councillors. It was agreed to provide 2 passing spaces but this will need further approval. He said he had not received news of the proposed parking restrictions at Green Corner.

There was no Police report as Suffolk Constabulary has advised all Parish Councils it will only provide an annual report for their AGMs. In future local reports will be available from the Police website. The Police & Crime Commissioner has been invited to attend the next Northern Parishes meeting.

Most members of the public were in attendance to observe item 8 on the agenda. It was agreed that the Parish Council meeting would be adjourned for public comment during this item.

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

1 APOLOGIES FOR ABSENCE were received from County Councillor L Jacklin.

2 PARISH COUNCILLOR VACANCY.

Following Ms K Foster's resignation Waveney District Council was informed and had issued a Notice of Vacancy. If 10 electors do not call for an election to fill the vacancy by 19<sup>th</sup> July the Parish Council will commence the procedure to co-opt someone.

The need to review the Refreshment Schedule was removed as N Livingstone offered to provide the refreshments at the September meeting in place of Ms Foster, whose turn it would have been.

3 DECLARATIONS OF INTEREST in items on the agenda. Item 8 - P Johnson (Somerleyton Estate: pecuniary).

4 REQUESTS FOR DISPENSATION.

Parish Councillor P Johnson requested a dispensation to remain for the discussion of Item 8, the Village Shop and Post Office. It was proposed to grant this by C Reynolds, seconded by N Favell and agreed by a majority of 6 to 2.

5 MINUTES OF THE PREVIOUS MEETINGS.

Annual General Meeting held on 12<sup>th</sup> May 2016. It was proposed that the draft minutes previously circulated are an accurate record by N Livingstone, seconded by C Reynolds and unanimously agreed.

Extraordinary Meeting held on 16<sup>th</sup> June 2016. It was proposed that the draft minutes previously circulated are an accurate record by M Gibbs, seconded by R Wild and unanimously agreed.

6 CLERK'S REPORT ON ONGOING MATTERS.

6.1 Memorial bench. This has been overhauled by the Estate and the lettering repainted. The meeting thanked P Johnson and the Estate for this work.

6.2 Litter/ dog bin, The Green. There has been no update from Waveney Norse since Paul Douch spoke to them.

6.3 Benches, The Green. N Favell has assessed the repairs required to the Ivy Wilson memorial seat and the square Jack Burdett seat. The Ivy Wilson bench is beyond repair and is possibly dangerous to users – it was agreed to remove this as soon as possible and the Clerk will obtain

prices for a replacement in time for the next meeting. There are 5 slats on the square seat which require replacement at a cost of £20 each.

*See further comments at the end of the meeting.*

- 6.4 Herringfleet Hills. The PC awaits news of improved access and the car park.
- 6.5 Station Road, Somerleyton. Suffolk Highways carried out siding work between the entrance to the playing field and the station car park approach road but this did not clear the full extent of the metalled surface. A site meeting between Suffolk Highways and our County Councillors was attended by Bob Wild on behalf of the PC. This meeting agreed to create two passing places on the downhill section of Station Road – funded from County Councillors’ budgets.
- 6.6 Traffic Restrictions, The Street. The Rights of Way committee met to discuss the application and the objection on 16th June. The Parish Council has not been advised of the outcome.
- 6.7 Recruitment of a Parish Clerk. There has been no response to the advertisements to date. The Temporary Clerk was instructed to enquire whether SALC or LCPAS will host advertisements and also to enquire whether Oulton Parish Council, which is currently seeking a Clerk, might share with this Council. It was proposed by C Reynolds, seconded by M Wright and unanimously agreed to place an advertisement in the Lowestoft Journal.

## 7 REQUESTS FROM PARISHIONERS.

A complaint regarding hedges overhanging the footpath at Green Corner had been received. These are properties belonging to the Estate, which has been informed of the problem.

## 8 THE VILLAGE SHOP AND POST OFFICE.

Several complaints, both written and verbal, had been received by the Parish Council regarding the sudden closure of the village shop and the loss of Post Office services.

Parish Councillors had a wide-ranging discussion of ways that the shop and Post Office service could be returned to the village. The Parish Council meeting was adjourned to hear the views of the public and it then resumed.

It was agreed to write to the Estate on behalf of the community emphasising the need for a shop & PO (especially for pensions) and to offer whatever support the Parish Council is able to provide to achieve this. Proposed by M Wright, seconded by S Phillips and unanimously agreed.

It was further agreed to write to the Post Office to complain at the withdrawal of service and to ask how it will meet its obligations in the short term – possibly with a mobile service? Proposed by N Livingstone, seconded by P Johnson and unanimously agreed.

N Livingstone will produce a poster urging people to complain to the Post Office and providing details of how to do so. Proposed by R Wild, seconded by P Johnson and unanimously agreed.

Having agreed that their preferred course of action was some form of reinstatement of the previous facilities Parish Councillors then examined possible actions should a commercial tenancy of the shop and PO not be possible. It was agreed that if this became apparent the Chair & Vice Chair should form a group to examine the possibility of creating a community shop. Proposed by M Wright, seconded by C Reynolds and unanimously agreed.

## 9 PARISH PLAN WORKING GROUPS.

- 9.1 Green & Environmental Group. The World War 1 memorial tree has been planted. M Wright will organise the installation of the plaque and some form of ceremony to formalise the commemoration.
- 9.2 Information & Advice. S Phillips, as Clerk, had contacted Lord Somerleyton about access to the phone box outside the shop with a view to converting it into an information point. Lord Somerleyton is in favour. It was agreed that M Wright and S Phillips will propose a plan and a budget for this to the next meeting.

## 10 NEIGHBOURHOOD PLANNING

- 10.1 Jenni Livingstone had submitted a report, which S Phillips read out:  
 “Lound with Ashby, Herringfleet and Somerleyton Neighbourhood Plan Steering Group (such a mouthful we have decided to abbreviate it to the 4 Parishes) are making progress. Our application for the area designation has been accepted by Waveney District Council. Site notices that show application details, map of the proposed area and how to make comments have been posted on all the village noticeboards. The consultation period is from 1st July until 12th August.  
 Tony Wright the Oulton Neighbourhood Planning chair came to our June meeting to talk about the “Oulton experience” a huge amount of useful advice and experience, which is already proving helpful.

A documents archive has been set up on Lound Parish Council website so that members of the public can access minutes of our meetings and other documents, a link to this archive is now available on the ASH website. WDC have advised the group to ensure that we raise awareness of the application and indeed the Neighbourhood Planning process to engage and involve as many people as possible.

Louis Smith and Paul Strowlger have met with Waveney Community Development officer Jo McCallum to discuss the project plan Paul has drawn up to ensure that we are “heading in the right direction”

We have an excellent working relationship with our Lound colleagues and are optimistic that we can achieve a Neighbourhood Plan working with the community at the same time being realistic about the time and work involved.”

10.2 It was noted that the group has created an archive of all its documents (minutes of meetings etc) at <http://lound.onesuffolk.net/parish-council/neighbourhood-plan-archive>

10.3 The Parish Council formally resolved to join with Lound Parish Council in producing a combined neighbourhood plan. Proposed by G Gibbs, seconded by M Gibbs and unanimously agreed.

## 11 PLANNING.

### 11.1 Recent applications:

DC/16/1835/COU Forge Garage, The Street, Somerleyton - Proposed retained petrol filling station including sale of local food produce and ancillary hot snacks and change of use of rear workshop to provide food preparation facilities including all associated works and services.

Parish Council response: That the application should be refused for the following reasons.

If the filling station is to be retained as a working business selling fuel the pumps and the pump area should be tidied and maintained in good working order. They are not at present. If fuel is not to be sold the pumps and tanks should be removed.

It was strongly felt, by those attending the meeting and others who had expressed opinions to members of the committee prior to the meeting, that proposals would have a very adverse effect on the business of the Post Office and Village Store.

There was also much concern about the level of contamination on the site and its change to a food outlet. The proposal for refuse storage was also a worry for some as it was not clear from the drawings where this was to be sited and the question of encouraging vermin was raised.

It is to be noted that it is not clear from the wording of the proposal whether or not the applicant intends to sell fuel. If the applicant does not intend to sell fuel this is in itself a change of use and puts a different slant on the application.

DC/16/1880/VOC The Cedars, The Street, Somerleyton – Variation of Condition No 2 of DC/15/2403/FUL, alterations and improvements including raising the roof pitch to create additional first floor accommodation including provision of 6 No. dormer windows, balcony to side elevation and minor alterations to create a new roof over the garage – Alterations to previously approved plans.

Parish Council response: No objections.

11.2 DC/16/1880/VOC The Cedars, The Street, Somerleyton – approved.

DC/16/1835/COU Forge Garage, The Street, Somerleyton. This has been approved with several conditions and information points.

11.3 The Clerk had previously forwarded the invitation to attend Waveney District Council’s World of Planning event on 27<sup>th</sup> July. No Parish Councillors are available to attend.

### 12 VILLAGE EVENTS - Review

12.1 Annual Village Meeting held on 19<sup>th</sup> May. The revised arrangement whereby the first half hour was allocated to attendees circulating and reading the reports on view, with refreshments available, followed by the formal meeting which received updates to the reports worked well and very good comments had been received.

12.2 Barn Dance held on 18<sup>th</sup> June. This made a profit of £291.64. Detailed accounts had been forwarded to Parish Councillors. The event had been much appreciated by all.

12.3 School Fete held on 2<sup>nd</sup> July. The fete had been the “best ever” raising in the order of £5,000 for the school. The car parking organised by the Parish Council had worked well and had contributed £568.70 to the Social Fund (half the gross takings, the other half is the school’s). The Clerk was instructed to write to the Estate with thanks for the use of the field.

- 13 VILLAGE EVENTS - Forthcoming
- 13.1 Village Rounders and BBQ organised by Somerleyton Community Association on the playing field from 1pm on Sunday 24<sup>th</sup> July.
- 13.2 Brick Kiln Tidy. To be held on Sunday 25<sup>th</sup> September at 10.00am.
- 13.3 Fireworks. The Parish Council had previously resolved not to hold an event this year and will need to ensure the public are aware of this. It was agreed to place a notice on the field gate stating there will be no event so as to stop the public building a bonfire. The Estate will be requested to keep the field gate locked in the run-up to 5<sup>th</sup> November.
- 14 NEWSLETTER.  
M Wright agreed to produce a Summer edition.
- 15 FINANCE.  
The quarterly financial report for the period to 30<sup>th</sup> June had been circulated previously. There were no questions.  
S Phillips reported that the Parish Council had received a grant for the full cost (ex-VAT) of the computer from the Transparency Fund as a dedicated computer will enable the Parish Council to fully comply with the Transparency Regulations.
- 16 CHEQUES TO BE APPROVED  
£198.00 to Somerleyton Primary School as a donation towards the purchase of a computer (Social Fund).  
£62.50 to N Favell for refreshments for the Annual Parish Meeting (£26.60) and the Barn Dance (Social Fund).  
£21.00 to Waveney District Council for a Temporary Event Notice for the Barn Dance (Social Fund).  
£249.99 (208.33 ex VAT) to S Phillips for a laptop purchased from Curry's to enable PC compliance with the Transparency Regulations (Social Fund).  
£181.80 to The Dukes Head for draught beer for the Bran Dance (Social Fund).  
£190.22 to N Livingstone for wine etc for the Barn Dance (Social Fund).  
£22.46 to S Phillips for plastic glasses for the Barn Dance (Social Fund).  
£44.68 to N Favell for meat for the Barn Dance (Social Fund).  
£20.00 to G Gibbs for departure gift to P Douch (Chairman's allowance).
- 17 CORRESPONDENCE.  
There were no questions on the correspondence received by the Parish Council and forwarded to Parish Councillors by email.
- 18 DATES AND TIMES OF NEXT MEETINGS.  
It was unanimously resolved to amend the date of the next meeting to 8<sup>th</sup> September at 7.15pm in Somerleyton Village Hall. Refreshments N Livingstone.  
Northern Parishes Meeting – Blundeston Village Hall at 7:30 on Tuesday 20<sup>th</sup> September.
- 19 ADDITIONAL ITEM.  
Mr J Foster, a member of the public, offered to provide the timber for the repairs to the square bench on the Green and to make a new bench to replace the Ivy Wilson memorial bench. These offers were accepted and N Favell offered wood machining facilities if required.

There being no further business, the meeting closed at 9:00 pm.