

## Ashby, Herringfleet and Somerleyton Parish Council

Clerk's Report – to be used with the agenda for the meeting on 12<sup>th</sup> January 2017

*Chris is on tea duty*

**1. Apologies for Absence.**

**2. Declarations of Interest** in items on agenda.

**3. Requests for Dispensation.**

To decide any requests for dispensation received **prior to the meeting** to participate in discussion and/or voting despite disclosable pecuniary interest(s).

**4. Minutes of Previous Meeting.**

To approve and sign as a correct record the minutes of the meeting held on the 3rd November 2016.

**5. Clerk's Report on On-going Matters.**

5.1 Litter/ dog bin, The Green. Ongoing.

5.2 Benches, The Green. Ongoing.

5.3 Herringfleet Hills. Ongoing.

5.4 Passing Places on Station Road. Awaiting notification of scheduling.

5.8 Village Shop and Post Office.

See item 7 below.

6.1 Parishioner concern re visibility at Station Road/The Street junction, and functioning of drainage ditch in same location. The Clerk has had email contact with Somerleyton Estate who hoped that they might arrange for the vegetation growing out of the ditch to be cut back to improve drainage and visibility at the junction. This has not been achieved to date. The Clerk has also contacted Suffolk County Council about the ongoing concerns, and is awaiting a response.

6.3 Broads Authority.

Invitation to Adrian Clark to attend a future meeting. No action yet.

**6. Requests from Parishioners.**

Parish Councillors report widespread concern about the loss of the Village Shop and Post Office, and the lack of action at the Forge Garage. See Item 7 below

**7. Village Shop and Post Office.**

To discuss the above mentioned widespread concern about the loss of this significant community resource from its traditional site, and the continued uncertainty about its replacement at the Forge Garage.

To share and collate information.

To agree on any action to be taken by the Parish Council.

**8. Parish Plan Working Groups.**

8.1 Green and Environment Group

To receive update on purchase and planting of bulbs at the Hovercraft Monument.

To receive the following information from Jenni Livingstone:

*Mike Brackenbury has been approached to take over from Jenni as Convenor of this group. He has agreed to this but wishes to delay his start until mid- March, after he has completed the first stage of his footpath monitoring work for the Neighbourhood Planning Group.*

8.2 Information and Advice Group

To receive update from Mick Wright regarding the Notice Boards.

To receive separate report from Simon Phillips regarding the Phone Box.

**9. Neighbourhood Planning.**

To receive the following report from Jenni Livingstone:

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*The Neighbourhood Planning Consultation with the community was held on 13<sup>th</sup> November in both Somerleyton and Lound Village Halls. The Steering Group was pleased with the response, 50 visitors in Somerleyton and 28 in Lound with over 330 comments being received. Very many thanks go to all who came along and took part and volunteers for “manning” the displays and refreshments on the day.*

*The comments have now been divided under the various topics: Community Facilities, Environment, Housing etc. and will be analysed and key issues identified. Comments, which do not relate to Neighbourhood Planning, will be passed on to other organisations (Parish Councils or the Estate for instance) for their information.*

*We have a meeting with Jo McCallum (WDC) to discuss the consultation day and the responses that will form the basis of the questionnaire. We are making good progress in this important initiative and thank both the Parish Councils for their support.*

#### **10. Planning.**

##### 10.1 Recent application:

DC/16/4791/TCA: Crown House, The Street, Somerleyton.

Application for works to trees subject to Tree Preservation Order ( TPO), and/or notification of proposed works to trees in a conservation area. In rear garden to reduce the crown in height and width of a viburnum shrub and bring back to within the shrub border. Also to reduce a prunus to approx. 6-8ft matrix to allow a new low canopy to form – currently in small courtyard and crown tall and thin.

##### 10.2 Recent Decisions

10.2.1 DC/16/3894/LBC: Green Farm Somerleyton. Listed Building Consent Granted.

10.2.2 DC/16/4791/TCA: Crown House, The Street, Somerleyton. No Objection to works to trees in rear garden being carried out.

#### **11. Village Events. – Review.**

11.1 19<sup>th</sup> November: Quiz and Chips Night. Highly successful and enjoyable evening. £ 67.17 was raised for the Social Fund.

11.2 1<sup>st</sup> December: Carol Singing. Organised by Women's Link to follow on from the Xmas Lights switch-on. Well attended and much enjoyed. Sustenance and warmth in the form of mince pies, mulled wine and a blazing log fire were provided by Jenni and Neil Livingstone.

11.3 Xmas Lights

#### **12. Village Events – forthcoming.**

12.1 A date needs to be agreed for the litter pick-up – late March/Early April.

12.2 Open Gardens. The PC needs to set up a committee to plan this event. Also to discuss the possibility of Big Lottery Fund for this event.

#### **13. Finance.**

13.1 To consider the Third Quarter Financial Report.

To consider the Precept Estimates and to set the Precept for 2017/18.

#### **14. Payments to be approved.**

14.1 Cheques to be approved:

Came and Company for Insurance Premium 2017	275.00
Somerleyton Community Association for Hall Hire	224.00
Sue Read for Travel Expenses to Seminar	22.90
SLCC for Annual Membership for Parish Clerk	48.00
Suffolk Preservation Society Annual Membership	30.00
Sue Read for Clerk's Quarterly Salary	287.03
HMRC for Clerk's income tax	71.60
Xmas Lights: Payment to Village School for electricity.	Amount to be advised

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### 15. Correspondence.

*(dates refer to when circulated by email.)*

The list below is a record of official and other significant correspondence received since the last PC meeting. *If a councillor wishes an item to be debated, best practice is that it be notified in advance to the clerk for a separate agenda item.*

111116 Safer Neighbourhood Team Newsletter 25/11  
Need Free Support during a poer cut? Winter wellbeing Guidance 25/11  
Health and Safety for Parish and Town Councils 25/11  
161116 Be Alert for Thieves 25/11  
Have your say on the new Super District Council 25/11  
Broads Plan – Briefing for Parish Councils 25/11  
Flood Management. High level review Notes 3<sup>rd</sup> November 25/11  
Proposed Merger of Suffolk Coastal and Waveney District Councils –  
Have Your Say 30/11  
Rural Vulnerability Services – Rural Broadband 30/11  
291116 PCC and Chief Constable Public Meeting – Lowestoft 30/11  
Broads Local Plan Consultation – Public Drop in Sessions 12/12  
Suffolk Trading Standards – Avian Flu 12/12  
Invitation- Parish Councils Meeting to discuss Strategic Flood Risk Assessment 31/12  
Rural Health Conference 2017 31/12  
Waveney Authority Monitoring Report 31/12  
030117 Could you be a special constable in 2017 – Launch of Special Constabulary  
Recruitment 03/01  
030117 PCC calls on support of lobby for fairer settlement for Suffolk 03/01

### 16. Dates and times of next meetings.

Parish Council Meeting: Thursday 2<sup>nd</sup> March 2017, 7.15pm, Somerleyton VH  
*Refreshments - Simon*  
Northern Parishes Meeting: 16<sup>th</sup> February, 2017, 7.30pm, Lound Village Hall

Sue Read  
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01/17