

**ASHBY, HERRINGFLEET AND SOMERLEYTON PARISH COUNCIL**  
Draft Minutes of Meeting held at 7.15pm on Thursday 6<sup>th</sup> September 2018 at  
Somerleyton Village Hall

The Meeting commenced at 7.15pm.

Present: Mrs Gibbs (in Chair), Mrs C Diggins, Mr N Favell, Ms M Gibbs, Mr N Livingstone, Mr T Pace, Mr S Phillips, Mr C Reynolds.

**PUBLIC FORUM:** The Public Forum commenced at 7.15pm. There was one member of the public in attendance who wished to listen to the business of the Meeting.

The Public Forum ended at 7.18pm

1. **Apologies for absence.** Apologies had been received from R Wild and County Councillor Reeder.
2. **Declarations of Interest in items on the agenda.** There were none.
3. **Requests for Dispensation.** The Chair asked for any requests for dispensation to participate in discussion and voting despite pecuniary interest(s). There were none.
4. **Minutes of the Previous Meeting.** The minutes of the Meeting held on Thursday 5<sup>th</sup> July, were agreed unanimously as a correct record, and signed by the Chair. Proposer: N. Livingstone; Seconder: C. Reynolds.
5. **Parish Councillor Vacancy.**
  - 5.1 Councillor C Diggins was welcomed to her first meeting of the Parish Council.
  - 5.2 The Clerk informed the Meeting that the new Councillor vacancy, created by J. Alderton's standing down, had been advertised, and that she was waiting to hear from the Elections Manager at WDC if there had been a call for an election. If there has been no call then the Parish Council would be free to make a co-option.The Chair took the opportunity to remind Parish Councillors that there are clear regulations which govern attendance at Meetings. These are set out in The Good Councillor's Guide and the Parish Council's Standing Orders. In particular, it is expected that attendance at meetings will be prioritised. It is also expected that councillors will send apologies to the Clerk if they are unable to attend. Lastly it is expected that councillors will arrive promptly to meetings and not leave early. The Clerk asked that councillors let her know if emails are not the best way to reach them on urgent matters.
6. **Clerk's Report on Ongoing Matters.**
  - 5.4 **Passing Places on Station Road.** The Clerk contacted Suffolk Highways, requesting that the signs for the passing places in Station Road, be made doubled-sided so that they can be read from both directions. The response received is as follows:  
*'Thank you for your recent report. We can now provide you with the following update: The Safety and Speed Management team have advised that the signs have been correctly located so that cars will pull over to the left hand side to enable vehicles to pass. It was never intended that vehicles would pull over on the off-side to allow vehicles to pass which is why the signs are so positioned.'*  
The meeting considered its response and agreed that there was no room for further pursuing this issue.
    - 8.1 **Disturbance by motor bikes on The Street, 4<sup>th</sup> July.** The Clerk visited the parishioner who reported this issue, and agreed that the Clerk would contact the Police Commissioner regarding the disturbance, but in particular the lack of response from the 101 number. The meeting considered inadequate the response by the Commissioner's office. Councillors heard that the meeting of small groups of motor bike and moped riders late at night in rural areas is an issue for other local parishes and was discussed at the Northern Parishes meeting on 30<sup>th</sup> July. In the absence of a Police presence at that meeting, the Parish Clerk proposes to attend the Locality Meeting called by the Lowestoft Safer Neighbourhood Team for 12.00pm on 7<sup>th</sup> September, where she will raise this issue, and the lack of response from the 101 number.

## ASHBY, HERRINGFLEET AND SOMERLEYTON PARISH COUNCIL

Draft Minutes of Meeting held at 7.15pm on Thursday 6<sup>th</sup> September 2018 at Somerleyton Village Hall

**8.2 Overgrowing verge at road junctions.** The Clerk reported the overgrown ditch on the Morton Peto Close side of the junction of Station Road and The Street and received a reference number. No work has yet been carried out. The Clerk has been advised by the Vice Chair, that the signs, (Road Name and the Sign indicating the direction of the Station), at this junction are both damaged. The Station sign seems to be propped up against the Road Name sign. The Clerk has contacted both Waveney District Council, (road name sign) and Suffolk Highways, (the Station direction sign), for urgent repair. The junction of Market Lane and Blocka Road seemed to have been cleared shortly after the last meeting. The meeting agreed that the Clerk will follow these issues up with both Somerleyton Estate and Suffolk Highways.

**12.3 Lights on Somerleyton Station.** The Meeting was pleased that this dispute had been resolved and that Greater Anglia is planning to restore the timer to the Station lights.

7. **Requests from Parishioners.** The Clerk had received one verbal issue of concern, which concerned the lack of water in the village pond. The meeting considered the reasons why the pond has completely emptied of water, and resolved that the Clerk writes to the Somerleyton Awards Charity, voicing these concerns, and asking them what their plans are regarding the problem. Proposer: N. Livingstone; Seconder: C Reynolds.
8. **Defibrillator.** The meeting heard a report from the Working Group. The defibrillator has arrived. It is to be fixed to the front wall of the Village Hall by Simon Phillips, and an electrician will connect it to the electricity supply next week. The Community Heartbeat Awareness session is booked at the Village Hall on Wednesday 12<sup>th</sup> September, and has been widely advertised, by poster and word of mouth.
9. **New Community Centre.** The Meeting considered the request from the Somerleyton Community Association that an application for outline planning permission for a new Community Centre, be made in the name of the Parish Council, to take advantage of a reduction in application fees for Parish Councils. The meeting agreed unanimously to agree this request. Proposer: G. Gibbs; Seconder: P. Johnson.
10. **Assets Register.** The Meeting considered the report delivered by N. Livingstone and G. Gibbs following their review in July.

A number of assets need repair or replacement, and the Chair asked for volunteers to assess and if possible to carry out minor repairs and cleaning.

**The Seat on the Green** by the School wall is beyond repair and needs a replacement. P. Johnson will arrange for its removal; the Clerk will look into the cost of a replacement.

**The 'Jack Burdett' seat** has been repaired but needs checking. N. Favell agreed to do this.

**The Village Sign** needs a thorough clean. G. Gibbs, N. Livingstone and C. Reynolds agreed to carry this out.

**The Local Map** by the Old Post Office is in a poor condition. S. Phillips will assess this.

**The Notice Boards** in Herringfleet, Ashby and on The Green all need a coat of varnish. Their locks are problematic.

The meeting also considered the following community assets which are not owned by the Parish Council.

**The setting of the Pump on the Village Green** is in a state of disrepair. The concrete posts forming its surround are now damaged, and some of the iron bars which should link the posts are missing. The meeting felt that this setting should be considered worthy of urgent repair, and agreed unanimously that the Clerk should

**ASHBY, HERRINGFLEET AND SOMERLEYTON PARISH COUNCIL**  
Draft Minutes of Meeting held at 7.15pm on Thursday 6<sup>th</sup> September 2018 at  
Somerleyton Village Hall

write to the Estate, asking that it be given priority on its repair schedule. Proposer: S. Phillips; Seconder: C. Reynolds.

**The Car Park at the Village Hall** had been causing concern but has now been improved. Further work to be carried out in the near future.

**The Hedges to Estate Cottages** have now been cut, so they are no longer overhanging pavements along The Street.

11. **Commemoration of the Centenary of the Armistice.** The working group has now met, and S. Phillips gave the following verbal report.  
The group considered the six following items.
  - 11.1 The WW1 memorial tree in the Churchyard at Herringfleet which has unfortunately died. The group will investigate the cost of a replacement, and also look to replace the current plaque which has deteriorated.
  - 11.2 M. Wright is investigating the booklets which a parishioner from Lound has completed, each one in memory of a local casualty of the War. He would look to expanding this archive and assisting in the publishing of these as a memorial and a resource to the villages. It was suggested that the stories of survivors of the conflict could be included.
  - 11.3 The WW1 grave is a private memorial.
  - 11.4 The Memorial Bench on the Common has been maintained, but the lettering is becoming indistinct and needs improvement.
  - 11.5 The working group has considered the suggestion that the Parish Council buys a 'Tommy' figure. They have concluded that this is not a permanent memorial and the group was not able to decide where it could be sited.
  - 11.6 WW1 Memorial Board previously on a wall at the School. This has not been seen for a number of years, and is no longer at the school.
12. **Parish Plan Working Groups.** M. Gibbs gave a verbal update to the meeting. She asked for suggestions about places where planting of bulbs or other plants would enhance the local environment.
13. **Neighbourhood Planning.** M. Gibbs gave a verbal report to the Meeting. The Group's consultant, Graham Nourse, has been retained for a further period, after a successful grant application for £2000. Graham Nourse, Jenni Livingstone and Louis Smith have attended a meeting at WDC Planning Department to discuss amendments to the Neighbourhood Plan. These relate largely to wording and layout; the only Policy that needs amendment is the list of sites for new development should include a third site, that of the new Community Centre, for which outline planning permission is to be sought in the next few months. The Working Group has been successful in its application for consultancy support in developing its design brief. This was strongly recommended by WDC. The Working Group will contact the landowners of the three sites to seek their views prior to meeting with the Consultant. It is possible that the final draft will be submitted to WDC for approval in three to four months' time, after which it will be put out for public consultation. The Working Group is confident that these last amendments will improve the final Plan.
14. **Waveney Local Plan.** The Meeting agreed unanimously, that there would be no need to ask any questions of the Examiner, as the Parish Council was satisfied that WDC had responded positively to the Parish Council's representation at the earlier stage. Proposer: S. Phillips; Seconder: G. Gibbs.
15. **Planning.** The Meeting noted the following applications and decisions.
  - 15.1 Recent Applications.

**ASHBY, HERRINGFLEET AND SOMERLEYTON PARISH COUNCIL**  
Draft Minutes of Meeting held at 7.15pm on Thursday 6<sup>th</sup> September 2018 at  
Somerleyton Village Hall

15.11 DC/18/2499/FUL Proposal to replace existing twin garage doors to a new single up and over door at 7 Marsh Lane, Somerleyton. **Parish Council has no objection.**

15.12 BA/2018/0234/FUL Non material amendment to previously approved planning permission at Chimneys, Brickfields, Somerleyton. **Parish Council has no objection.**

15.13 BA/2018/0220/FUL Removal of two existing staging moorings, replacement with five floating pontoon moorings and provision of associated concrete pathways at Somerleyton Marina, Brickfields, Somerleyton. The **Parish Council has no objection, saying that it supports 'the principle of this application as it will improve the appearance of the Marina as well as creating a few extra moorings', but suggested the following condition: 'We believe the concrete pads at the head of each pontoon are inappropriate in the rural setting of the Marina serving recreational moorings. We believe the current gravel path adjacent to the quay at the eastern end of the dyke should be extended westwards to service the new pontoons.'**

15.14 DC/18/3261/FUL and DC/18/3293/LBC (Planning Permission and Listed Building Consent) Replacement first floor extension to create two bedrooms and a bathroom at The White House, The Street, Somerleyton . **The Parish Council has no objection.**

15.2 Recent Decisions.

15.21 BA/2018/0234/FUL Non material amendment to previously approved planning permission at Chimneys, Brickfields, Somerleyton. **Parish Council has no objection. Planning Permission Granted by Broads Authority.**

15.3 Planning Committee Vacancy. The Meeting sought volunteers to the Parish Council's Planning Committee to replace J. Alderton. C. Diggins and P. Johnson volunteered. It was agreed unanimously that both should be accepted. Proposer: G. Gibbs; Seconder: S. Phillips.

**16. Village Events.**

16.1 7<sup>th</sup> July. School Fete. There was again lovely weather for this popular event. As usual, the Parish Council ran the Car Park. It was noticed that far fewer cars used the car park this year, which suggests that overall attendance was also down from last year. The timing of an England football match at the World Cup Finals at the same day may have had an impact. The Meeting learnt that because of the lower attendance the income to the Parish Council for its management of the Car Park would be reduced by approximately half.

16.2 7<sup>th</sup> July Art Sale. The Meeting heard that this was another successful event organised by Dee Smith.

**17. Village Events – Forthcoming**

17.1 12<sup>th</sup> September. Defibrillator Awareness Session. The Meeting heard that this has been widely advertised.

17.2 7<sup>th</sup> October. Brick Kiln Clear-up. This date was agreed. Start time will be 10.00am The Clerk will confirm this with Mike Foster.

**18. Finance.** There was nothing to report.

**19. Payment to be Approved.** The Meeting unanimously approved the following item of expenditure. Proposer: G. Gibbs; Seconder: N. Livingstone.

S. Read Clerk	Printer Cartridges.	34.50
---------------	---------------------	-------

**20. Herringfleet Smock Mill.** Parish Councillor, J. Foster will serve on the Charitable Trust, which has been set up to preserve and repair this important local landmark. The meeting noted that access to the Smock Mill is currently restricted, because of safety concerns

## ASHBY, HERRINGFLEET AND SOMERLEYTON PARISH COUNCIL

Draft Minutes of Meeting held at 7.15pm on Thursday 6<sup>th</sup> September 2018 at  
Somerleyton Village Hall

- 21. Community Speed Watch.** The Parish Council has participated in this service for a number of years in conjunction with other local parish councils. The coordinator, Louis Smith, from Lound Parish Council has retired from this post, and we, along with other participating parish councils, have been invited to propose someone to take on this role. The Meeting heard that there has been a volunteer from another Parish Council for this role. The Clerk will check this information.
- 22. Correspondence.**  
The meeting did not require that action should be taken regarding any particular of the following items of correspondence.
- 01/08 Stakeholder Consultation on Draft East Suffolk Area Parking Plan
  - 01/08 Suffolk Coastal 1<sup>st</sup> Draft Local Plan – Consultation Document
  - 01/08 Greenprint Forum Newsletter
  - 01/08 Waveney Local Plan – Examination
  - 01/08 UK Power Networks – Thunderstorms and Electricity – Network Preparedness
  - 27/08 Governors at James Paget University Hospital
  - 27/08 Specials Recruitment – Suffolk Police
  - 27/08 Temporary Road Closure on Browston Lane. Blocka Road forms part of diversion route.
  - 27/08 Broads Briefing
  - 30/08 Notice of Broads Parish Forum- Event to be held on 19<sup>th</sup> September.
- 23. Forthcoming Meetings.**
- |                           |   |
|---------------------------|---|
| Northern Parishes Meeting | Thursday 11 <sup>th</sup> October, 7.30pm at Lound Village Hall       |
| Parish Council Meeting    | Thursday 1 <sup>st</sup> November, 7.15pm at Somerleyton Village Hall |
- Refreshments: Tom*

There being no further business the Meeting concluded at 8.48pm