

Ashby, Herringfleet and Somerleyton Parish Council  
Clerk's Report for the Meeting on Thursday 1<sup>st</sup> November 2019, to be used in  
conjunction with the Agenda for that Meeting

*Refreshments: Tom*

1. **Apologies for Absence.**
  2. **Declarations of Interest** in items on the agenda.
  3. **Requests for Dispensation.** To decide on any requests for dispensation to participate in discussion and voting despite disclosable pecuniary interest(s).
  4. **Minutes of the Previous Meeting.** To approve and sign as a correct record the minutes of the Meeting held on Thursday 6<sup>th</sup> September 2018.
  5. **Parish Councillor Vacancy.** There was no call for an election for the vacancy so the Clerk has completed the advertisement for applications for co-option. The closing date was 25<sup>th</sup> October, and there have been no applications received. The Meeting is asked to decide how potential applicants may be reached.
  6. **Report on Ongoing Matters.**
    - 8.1 Disturbance on The Street on 4<sup>th</sup> July, and concern that the 101 telephone was ineffective in answering a concerned parishioner. On the 7<sup>th</sup> September, The clerk attended a meeting held regularly by the Safer Neighbourhood Team. The failure of the 101 number seems to be widespread. The Safer Neighbourhood Team in Waveney is keen to make stronger links with local communities, and its Manager, Inspector Casey agreed to attend the next meeting of the Northern Parishes to discuss ways to achieve this.
    - 8.2 Overgrown Verges. The clerk contacted Somerleyton Estate and Suffolk Highways giving details of the locations where overgrown verges pose a hazard to pedestrians and vehicles. Both agencies agreed to carry out cutting and clearances to those locations for which they hold responsibility. It seems that a fair amount of work has now been carried out.
    7. The Village Pond. The clerk wrote to the Somerleyton Award Charity, whose Trustees discussed the lack of water in the pond at their meeting on 20<sup>th</sup> September. We are informed that the Charity is seeking the advice of Suffolk Wildlife Trust, and that we will be kept up to date on this matter. The Clerk has received the following update from C. Diggins. *'An extraordinary meeting of the Somerleyton Award Charity was held on September 20th. Specialist advice had been sought and it appears that apart from the effects of the drought, the pond needs to be desilted every 10-15 years. However, due to the clay base this work should only be carried out by a company that specialises in this kind of work and a company was recommended to us.*  
*A site meeting was held with the contractors on the 15th October and the work will be carried out within a month. Bruce Hook will assist with the dispersal of the silt.*
- Other issues that may have an impact have been identified and will be discussed further at the next meeting of the Trustees on November 12th.'*
9. The clerk informed the secretary of the Somerleyton Community Association of the Parish Council's agreement that the application for planning permission for the new Community Centre should be made in the Parish Council's name.
  10. The clerk has written a letter to Somerleyton Estate voicing concern about the current poor condition of the surround to the Village Pump, asking that it be given priority on the Estate's repair schedule, and adding that the Parish Council believes that the setting could be enhanced as befitting an iconic piece of our communal heritage.
  21. Community Speedwatch. Following the last meeting of the Parish Council, the clerk contacted Louis Smith, the retiring coordinator of Community Speedwatch, who confirmed that a volunteer had offered to take on the coordinator's role, but there was an urgent need

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for volunteers willing to take part in the roadside monitoring itself. The clerk forwarded this information to S. Phillips for the Parish Website.

7. **Request from Parishioners.** The clerk has received no parishioner requests.
8. **Defibrillator.** The Meeting will discuss the following report from C. Diggins. The meeting will need to decide whether to approve the recurring item of expenditure highlighted in paragraph 3.

**Report of the Defibrillator Working Group:**

*'The defibrillator is now registered with the Ambulance service so they will supply the code for the cabinet to anyone who needs it. Weekly checks have been carried out and the only issue that has arisen is that the cabinet door is not flush with the cabinet when closed. The Community Heartbeat Trust (CHT) are aware of this issue and will visit to investigate. However, there is no evidence of water getting into the cabinet. They have advised us not to store the spare defibrillator pads in the cabinet as the scenario of a rescuer needing to use the spare pads should not arise with our make of defibrillator. The spare pads have been supplied by CHT to enable the defibrillator to be put back in service quickly after it has been used to avoid any delays while new pads are ordered.'*

*A training session in the use of the defibrillator was held at the village hall in September and was attended by 33 people. It was felt that a further, much shorter, training session would be beneficial and we are waiting for a response from the trainer. In the meanwhile, it is felt that posters explaining the difference between a heart attack and sudden cardiac arrest should be placed on the village noticeboards and near the defibrillator cabinet.*

*We have now received details of the Volunteer Emergency Telephone System which will enable anyone in need of the defibrillator to call for help in retrieving it from the cabinet and helping until the Ambulance arrives. **There is a set-up fee of £45 and the first year is free. After that the cost will be £100 per annum.***

*If a call is made to the V.E.T. number it will phone up to 10 telephone numbers simultaneously and will stop ringing once someone answers the call. The literature states that landline numbers are required. However, from speaking to CHT, it may be possible to use mobile numbers as well.*

*At present, the person who calls the ambulance service needs to phone the V.E.T number if they require help. However, CHT is currently negotiating with the East of England Ambulance Service for them to do this if they think it is appropriate as this has been found to be beneficial with other Ambulance Services. Once the V.E.T. system is set up all residents will need to be supplied with the telephone number to use. This will be a local number.*

*We are seeking expressions of interest in becoming a volunteer. Subject to interest, a WhatsApp Group could also be created to make all volunteers aware of the emergency so that anyone who is available can attend to see if further help is required.'*

9. **Assets Register.** To receive an update on progress on the maintenance of those assets identified at the last meeting to be in need of attention.
10. **Commemoration of the Centenary of the Armistice.** The Meeting will receive an update from the working group.
11. **Parish Plan Working Group.** The Meeting will receive reports from working groups and make decisions on any recommendations.

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- 12. Neighbourhood Planning.** The Meeting will receive a report from the group and make decisions on any recommendations.
- 13. Planning.**  
13.1 Recent Applications. The clerk has received no planning applications during the last two months.  
13.2 Recent Decisions.  
BA/2018/0220/FUL. Somerleyton Marina: Removal of two existing timber staging moorings , replacement with five floating pontoon mooring and provision of associated concrete pathways with gravel finish. **The Parish Council made no objection to this application**, but asked that the following condition be made:  
**'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.'**  
As a result of the Parish Council's response, the Broad Authority and the Applicant's representative agreed a compromise, where to avoid the applicant's safety concerns re the possibility of people slipping on loose gravel as proposed by the Parish Council; the pads should be made from concrete with loose gravel rolled into the top to give a gravel finish.  
**The amended application has been approved by the Broads Authority.**  
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 to both applications. The view of the Parish Council's Planning Committee was that this development would enhance the appearance of the building in its setting. Waveney District Council has refused the applications for the applications for both Planning Permission and for Listed Building Consent.**
- 14. Village Events – Review.**  
14.1 12<sup>th</sup> September – Defibrillator Awareness Session. This was a well-attended event with 33 participants..  
14.2 7<sup>th</sup> October – Brick Kiln Clean up. Another successful event with 11 volunteers.
- 15. Village Events – Forthcoming.**  
15.1 December – to agree arrangements for the Christmas Lights Switch-on and Carol Singing, and to receive confirmation that the Christmas Lights are in good condition.
- 16. Finance.**  
16.1 To receive the Second Quarter Financial Monitoring Report.  
16.2 The Parish Council's Insurance cover ends on 30<sup>th</sup> November. The three year deal agreed in November 2015 also comes to an end. The clerk has received three quotations attached to an email from Came and Company, and is assessing these against the comparison document also received. She will be in position to recommend one Insurance Policy with her rationale at the Meeting.
- 17. Payments to be Approved.** The Meeting is asked to approve the following payments.
- |                                                                                       |        |
|---------------------------------------------------------------------------------------|--------|
| S. Phillips: Reimbursement of cost of materials to repair Climbing frame on The Green | 11.28  |
| S. Read: Clerk's Quarterly Salary                                                     | 280.00 |
| HMRC: Clerk's Quarterly Income Tax Payment                                            | 80.00  |
- 18. Northern Parishes Meeting.** The Meeting will receive an account from R. Wild of the Northern Parishes Meeting held on 11<sup>th</sup> October.
- 19. Correspondence.** To decide what, if any, action should be taken regarding any particular item of correspondence.

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24/10 Suffolk County Council: Local Consultation on Lowestoft Records Office,  
25/10 Boundary Commission: Final Recommendations for new Council's Ward Boundaries  
25/10 Scottish Power Renewables: Consultation on Phase 3.5  
25/10 UK Power Networks: Road Show in Bury St Edmunds  
25/10 Environment Agency: Flood and Coastal Management Consultation, commencing  
January 2019.

**20. Forthcoming Meetings.**

Northern Parishes Meeting: Thursday 24<sup>th</sup> January, 2019 at 7.30pm at Oulton  
Community Centre  
Parish Council Meeting: Thursday 10<sup>th</sup> January, 2019 at 7.15pm at Somerleyton  
Village Hall.  
*Refreshments: Chris*

Sue Read  
Parish Clerk

[parish.clerk@ashvillages.org.uk](mailto:parish.clerk@ashvillages.org.uk)

01502 732377