

**ASHBY, HERRINGFLEET AND SOMERLEYTON PARISH COUNCIL**  
Second Draft of Minutes of Meeting held at 7.15pm on Thursday 1<sup>st</sup> November 2018 at  
Somerleyton Village Hall

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The Meeting commenced at 7.15pm with the Public Forum. There were no members of the public in attendance. The Chair requested that County Councillor J. Reeder give a verbal report to the Meeting.

Councillor Reeder informed the meeting that Nuttall's have been contracted to develop the Bridge for the Third River Crossing in Lowestoft, and that construction of the Bridge should commence next year. He reported that plans for the new crossing for the River Orwell in Ipswich are coming in at £40 million over the estimate, and this is setting the whole process back there. He said that the County Council is delighted that the Home First service, which has been developed to support people after their discharge from hospital, has been rated as Outstanding by the Care Quality Commission. GCSE results in Suffolk improved this year. Suffolk County Council has to implement £25 million savings in services this coming year. The first employer has opened premises on the new Enterprise Park in Lowestoft.

The formal meeting commenced at 7.23pm. In attendance were C. Diggins, N. Favell, J. Foster, G. Gibbs, (in Chair), M. Gibbs, N. Livingstone, T. Pace, S. Phillips, C. Reynolds, R. Wild. Also in attendance were J. Wild, (Local Press Correspondent), and J. Reeder, Suffolk County Councillor.

1. **Apologies.** Apologies had been received from P. Johnson, and District Councillor, P. Ashdown.
2. **Declarations of Interest.** in items on the Agenda. There were none.
3. **Requests for Dispensation.** To decide on any requests for dispensation to participate in discussion and voting despite disclosable pecuniary interest(s). There were none.
4. **Minutes of Previous Meeting.** The minutes of the meeting held on Thursday 6<sup>th</sup> September 2018 were approved and signed by the Chair as a correct record.  
Proposer: N. Livingstone; Seconder: C. Diggins.
5. **Parish Councillor Vacancy.** The Meeting heard that no applications for co-option to the Parish Council had been received as a result of the advertising through Noticeboards and the Parish Website. It was decided that Councillors would raise the vacancy at Clubs and Recreational meetings which they attended, and encourage anyone interested to contact the Parish Clerk.
6. **Report on Ongoing Matters.**
  - 8.1 Concern about lack of response to parishioner calling the Police 101 number after a disturbance on The Street in July. The Clerk reported that there is widespread disquiet about this ineffective service; this was shared by other Parish Councils at a meeting with the Police Safety Neighbourhood Team on 7<sup>th</sup> September. The issue was further discussed at the Northern Parishes Meeting in October. R. Wild's report on this meeting is minuted under item 18.
  - 8.2 Overgrown verges. The meeting noted that these verges were cut back very soon after the last Parish Council Meeting. The meeting voiced its appreciation of the response from Suffolk CC Highways Department, and agreed unanimously that the Clerk should send a letter of thanks to Mary Evans, Cabinet Member for Highways at Suffolk County Council.  
Proposer: N. Livingstone; Seconder: G. Gibbs.
  7. The Village Pond. C. Diggins reported that the dredging of the pond, and any repair work to the clay lining, will be done in the near future. J. Foster spoke about the much needed work being carried out on the trees surrounding the pond. These are not in good condition; although it is hoped that the large willow tree will survive.
  9. Planning Permission for the new Community Centre. This Planning Application will not go ahead in the near future. There is, however, a need to apply for Planning Permission to improve the Fire Exit at the Village Hall and Somerleyton Community Association has asked if

this application can be made in the Parish Council's name. This was agreed unanimously. Proposer: G. Gibbs; Seconder: N. Livingstone.

10. Concern about the surround to the Village Pump. The Clerk has received no response from Somerleyton Estate to her letter regarding this matter. She intends to follow this up.

21. Community Speed Watch. The Clerk will write to the new coordinator to inform him that there has been no response locally to our seeking volunteers.

7. **Requests from Parishioners.** M. Gibbs reported that the tenants of Widows Cottages on The Street request that a name sign be placed on their row of cottages so that visitors can identify their homes. The Clerk agreed to contact Somerleyton Estate on this matter.

8. **Defibrillator.** The Meeting discussed the following report from C. Diggins. The meeting resolved unanimously to approve the recurring item of expenditure highlighted in paragraph 3. Proposer: C. Reynolds; Seconder: N. Favell.

**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.** The Meeting discussed progress on the maintenance of those assets identified at the last meeting to be in need of attention.

The Meeting agreed to replace the seat on The Green, which is damaged beyond repair. The payment for a new bench and the fixing to a suitable standing of up to £500 was agreed unanimously. Proposer: G. Gibbs; Seconder: N. Livingstone.

The poor condition of the Jack Burdett seat and the Notice boards was discussed but no decision was made.

**10. Commemoration of the Centenary of the Armistice.**

**Remembrance Booklet.** The plan to produce a Remembrance booklet commemorating the men of our community who were killed in WW1, based on Rita Flatt's research, is underway with her full blessing. It is hoped that biographical notes on those who returned from war may be added. It may prove possible to sell the booklet, the production being funded by the Parish Council, with profits possibly going to the Royal British Legion. No decision needed at this stage.

**Remembrance Tree.** M. Foster has agreed to source a tree to replace the one that died in St Margaret's churchyard, Herringfleet. This will cost between £30 and £50 depending on size and protection material. The churchyard at St. Margaret's is remote and it is vital that the replacement is looked after, since the original probably died of drought. M. Foster also suggests a native, hardy type, perhaps a lime tree (linden not citrus) or plane, but is open to suggestions. The Meeting agreed unanimously that up to £50 be paid for a tree of one of the two types suggested, together with a suitably hardy plaque. Proposer: S. Phillips; Seconder: C. Diggins.

**11. Parish Plan Working Group.** The Meeting received a verbal report from M. Gibbs of the Green and Environment Group. The group is seeking suggestions of locations within the three Parishes where flowering bulbs/plants may be placed, particularly in Ashby, where no work has been done to date. It was suggested that around the Noticeboard in Ashby may be suitable, (under the Ashby Village Sign is not suitable as it is standing on a hard concrete base.) M. Gibbs will investigate.

**12. Neighbourhood Planning.** M. Gibbs presented the following Report of the Neighbourhood Planning Group, sent by J. Livingstone.

*'Since our meeting on 4th October the group have been working together on revising the text of the draft plan as recommended by WDC. Graham Nourse our planning consultant is ensuring that the plan is compliant with both Waveney and national policies.*

*A site allocation for the proposed new village hall on the playing field will now be shown on the development site map.*

*Members of the group have met with landowners in both Somerleyton and Lound to discuss the sites and proposals for future development.*

*The design consultant from AECOM who will write our design brief, (funded by a grant from Locality.org) visited the villages last week. He was able to view all the area as well as meet members of the Steering Group. The description of the existing villages included in our supporting evidence was a good starting point for this task and we are most grateful to Mike Brackenbury for researching and writing these descriptions. We look forward to receiving the design brief.*

*The Suffolk Preservation Society responded to the Final Draft consultation and was supportive of the importance of the plan to safeguard and enhance the special heritage and landscape qualities of our villages. A recommendation from SPS is that a list of locally listed heritage assets should be drawn up to strengthen protection from demolition or inappropriate development. I would be happy to liaise with WDC to produce such a list when we have completed the Neighbourhood Plan.*

*Thanks to all the members of the Steering Group working hard to produce this important document.*

*Jenni Livingstone'*

The Meeting held a unanimous vote of thanks to the Neighbourhood Planning Group, and agreed unanimously to offer assistance to the group's further work in identifying local heritage assets, when this is needed. Proposer: S. Phillips; Secoder: C. Reynolds.

**13. Planning.**

13.1 Recent Applications. The clerk had received no planning applications during the last two months.

13.2 Recent Decisions. The Meeting reviewed the following Planning 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.** The Meeting reviewed the following events.

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.

N. Livingstone informed the meeting that he and three others had attended a litter pick-up, on 23<sup>rd</sup> October at the invitation of Somerleyton Estate. It had been a rewarding and sociable event, and there is now a standing invitation for anyone who wishes to participate. They take place on alternate Tuesday mornings and are followed by lunch.

Village Fete. Councillors noted that the Parish Council has not yet received the agreed share of the income from organising and running the Car Park at the Village Fete. C. Reynolds agreed to pursue this matter.

**15. Village Events – Forthcoming.**

15.1 December – The Christmas Lights Switch-on and Carol Singing will take place on Thursday 6<sup>th</sup> December. C. Reynolds confirmed that the Christmas Lights have been checked and are in good condition.

**16. Finance.**

16.1 The Second Quarter Financial Monitoring Report was received by the Meeting. N. Livingstone noted that there is relatively high balance in the Parish Council's Current Account, and questioned whether some funds should be transferred to a Savings Account which would earn interest. The RFO/Clerk responded that there are a number of higher

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regular payments due to be made over the next few months which would give a more realistic picture of Parish Council finances.

16.2 The Parish Council heard that its Insurance cover ends on 30<sup>th</sup> November. The three year deal agreed in November 2015 also comes to an end. The RFO/Clerk had received three quotations attached to an email from Came and Company, and had assessed these against the comparison document also received. The RFO recommended the lowest quotation, which offers an equal level of cover as the two higher quotations, and also recommended that the Parish Council takes advantage of the 5% discount afforded by agreeing a long term, (3 year) agreement. The Meeting agreed unanimously that the RFO should proceed as she recommended, and further agreed the premium this coming year which will be £330. Proposer: S. Phillips; Seconder: C. Diggins.

- 17. Payments to be Approved.** The Meeting unanimously approved the following payments. Proposer: G. Gibbs; Seconder: M. Gibbs.

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	70.00

- 18. Northern Parishes Meeting.** The Meeting received an account from R. Wild of the Northern Parishes Meeting held on 11<sup>th</sup> October. The main item was a discussion around Policing, introduced by Inspector Elizabeth Casey, the Head of the Safer Neighbourhood Team for Waveney. She responded to concerns about the ineffectiveness of the 101 telephone number, (see minute for Item 6, 8.1). She acknowledged that there had been difficulties. It was stressed that anyone who is concerned for their own safety or the safety of others should ring 999. Inspector Casey also clarified changes to staffing, which would result in more fully trained police officers.

- 19. Correspondence.** The meeting did not resolve to take any action regarding any item of correspondence.
- 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*

There being no further business, the Meeting closed at 8.50pm

Sue Read  
Parish Clerk

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

01502 732377