

Refreshments: Claire

1. ELECTION OF CHAIR AND VICE CHAIR.

2. APOLOGIES FOR ABSENCE.

3. COUNCILLOR VACANCIES.

Following the Parish Council election, there are two Parish Councillor vacancies. The clerk has received two requests for co-option to the Parish Council, from J. Foster and T. Pace. The Meeting has the power to agree these co-options under section 21(2) of the Representation of The People Act (1985).

4. DECLARATION OF PARISH COUNCILLORS AND REGISTER OF INTERESTS.

The names of elected and co-opted Parish Councillors will be declared. The Clerk will update on the new online Register of Interests procedure implemented by East Suffolk Council.

5. DECLARATION OF INTEREST in items on the agenda.

6. REQUESTS FOR DISPENSATION. The meeting will decide on any requests for dispensation to participate in discussion and/or voting despite disclosable pecuniary interest(s).

7. APPOINTMENT OF PLANNING COMMITTEE.

The Meeting will appoint a Planning Committee who will act on planning matters between meetings of the Parish Council. Current Membership is: R. Wild (Chair), S. Phillips, C. Reynolds, C. Diggins and P. Johnson.

8. CONFIRMATION OF MEMBERSHIP OF WORKING GROUPS AND EXTERNAL BODIES

8.1 Parish Councillors on Working Groups. Green and Environment Group. Current Membership: M. Gibbs.

8.2 Nominees to outside bodies. The nominated trustees to the Somerleyton Award Charity and the Poor and Anguish Charity are Mr D. Cook and Mrs I. North. The term of office of Mrs J. Reynolds, also a Parish Council nominee to the trustees, expired last month. The Trustees and Mrs Reynolds have requested that she be re-appointed, (letter received 30th April), and the meeting is asked to decide on this matter.

The nominated trustee to the Somerleyton Community Association is Mr D. Cook.

9. CONFIRMATION OF RESPONSIBLE FINANCIAL OFFICER (RFO). The meeting is asked to confirm that the clerk is RFO; and to appoint a councillor as supervisor of the RFO. The meeting is asked to agree that if, as may be the case, the current supervisor is elected to the Chair, a different councillor may take on the role, to provide an extra check on the process.

10. ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019 The meeting is asked to approve the Annual Accounts, Asset Register and Annual Return, (Certificate of Exemption, Governance Statement and Accounting Statement); the Chair to sign as a true record.

PUBLIC FORUM

An opportunity for parishioners to raise issues or ask questions

The Chair may invite short reports from County and District Councillors

11. PARISH COUNCIL MEETINGS FOR THE COMING YEAR. The meeting is asked to approve the dates for Parish Council Meetings for the coming year.

12. MINUTES OF THE MOST RECENT MEETING. The meeting is asked to approve and sign as a correct record the minutes of the meeting held on 7th March 2019. There is one amendment to minute 10.

13. CLERK'S REPORT ON ONGOING MATTERS. To decide on any actions required following a

review of the clerk's update.

6. Herringfleet Smock Mill. An update has been requested.

7. The Village Pond. A Commemoration of the life of Ivan Dorrofield was held on 15th April. A tree was planted by his family and his ashes interred. A small volunteer group is supporting D. Cook in maintaining the setting of the pond.

9. Replacement Bench. This was fixed in place by the Estate team on the day after the last meeting of the Parish Council.

10. Plaque for Defibrillator. Nothing to report at time of this report, but an update will be given at the meeting.

18. Village Green. Somerleyton Estate has responded quickly to the request to improve the appearance of the Green. The concrete posts and rails at the main road end of the Green have been painted, and the bench surrounding the tree by the play equipment has been assessed by the Estate maintenance supervisor. N. Livingstone has given the following feedback on the Village Sign. *'This has been on the agenda for a while with Gerda, Chris and my name against it. I have recently had another look at the sign and in my opinion it should be removed and refurbished by a professional company. The wrought iron is corroding and covered with algae. This will need pressure washing and repainting. The sign is badly faded. Simon thinks the sign was refurbished fairly recently and offered to look up the invoice to see who did it and when'*. The meeting is asked to consider this issue, and decide on any expenditure involved in restoring the sign.

14. **REQUESTS FROM PARISHIONERS.** To hear if any requests have been received and, if matters are urgent, to decide on any actions.

15. **PARISH WORKING GROUPS.** The meeting is asked to receive reports from working groups and make decisions on any recommendations.

16. **NEIGHBOURHOOD PLAN.** The Meeting is asked to receive the following report from J. Livingstone.

'After many months (years) of work the Neighbourhood Plan is completed with maps, supporting evidence, and other information needed.

The Design consultant commissioned from AECOM visited both Lound and Somerleyton earlier in the year, and was able to view the Forge and Mill Farm Field development sites in Somerleyton and the site east of The Street in Lound. This together with familiarising himself with the villages, the policies shown in the plan which reflect the communities t views and the very thorough background information contained in the plan should ensure the Design Code will be appropriate for these very special development sites. The Design Code is due to be delivered in early May. Our next Steering Group meeting will be held to appraise the code and finalise the entire Neighbourhood Plan.

We will then meet with East Suffolk Planning Officers to review the final document.

After that it will be over to East Suffolk to organise an independent appraisal by a Planning Inspector and a referendum for the community to vote on the plan and we hope endorse it.

Jenni Livingstone'

17. **PLANNING.**

17.1 Recent Applications. DC/19/1217/FUL: Holly House The Street Somerleyton Lowestoft Suffolk NR32 5QB Installation of a stainless steel flue (125 mm diameter) for a smart 120 British Traditional pellet boiler store (see smart 120BT on klover.it) to replace current stove for domestic heating needs. **The Parish Council has no objection.**

17.2 Recent Decisions. None.

ASHBY HERRINGFLEET AND SOMERLEYTON PARISH COUNCIL

Clerk's report for the Annual General Meeting of the Parish Council to be held on Thursday 16th May 2019 at 7.15pm at Somerleyton Village Hall

17.3 Letter from Broads Authority regarding sign. The following letter was sent to the Broads Authority following the Public Meeting of the Parish Council's Planning Committee on 18th April.

Dear John Packman,

Thank you for your letter of 2nd April proposing a Broads National Park sign on Blundeston Road. The Parish Council Planning Committee has considered the proposal and found it inappropriate because:

1. The proposed site is a long way from the Broads Authority executive area boundary (nearly 2 miles per road).

2. Only a very small part of the settlement of Somerleyton lies within the Broads Authority executive area

Thus the sign would be misleading.

The Planning Committee also took into account that the Broads Authority executive area is not a National Park within the meaning of the National Parks Act 1949, as confirmed by Defra.

The Parish Council opposes the placing of a Broads National Park sign beneath its own, adapted, sign on Blundeston Road.

Yours sincerely,

Clerk to the Somerleyton, Ashby and Herringfleet Parish Council

18. **WAVENEY LOCAL PLAN.** We have received formal notification from East Suffolk Council that the Waveney Local Plan was adopted by Waveney District Council on 20th March 2019. We can request a hard copy if we wish; view it at local libraries, in Oulton Broad, Lowestoft, Beccles etc., or at the Marina Centre in Lowestoft; and finally online at : www.eastsuffolk.gov.uk/localplan
19. **REPORT FROM THE DEFIBRILLATOR GROUP.** The meeting will receive a report from the Defibrillator Working Group.
20. **ANNUAL PARISH MEETING.** To be held on 20th May. To confirm arrangements.
21. **FINANCE – ASSETS.** To decide the arrangements for the review of assets.
22. **VILLAGE EVENTS – Review.** The Annual Litter Pick took place on 7th April. The weather was very inclement, and this perhaps had an effect on the number of volunteers. Four routes were cleared. It was not possible to organise a further date the following weekend, as suggested by attendees, as the equipment was not available.
23. **VILLAGE EVENTS – Forthcoming.** Open Gardens. Neil Livingstone has submitted the following report. *The sub-committee met on the 16th April.*
In attendance were Jennie Wild, Jenni Livingstone, Ron Lindsey and Neil Livingstone.
Informal discussion with people in the village has revealed that there is a general reluctance by them to open their gardens to the public, in particular with regards to concerns about security. Furthermore, Jenni and I will be away on the day of the event.
After some discussion, the Open Gardens sub-committee decided that in their opinion the Open Gardens event cannot take place. Can the parish council decide whether it still wishes to proceed with the event, and if so who will organise it?
23. **PAYMENTS TO BE APPROVED.**
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| Ashby PCC Churchyard Maintenance | 100.00 |
| Herringfleet PCC Churchyard Maintenance | 100.00 |
| Somerleyton PCC Churchyard Maintenance | 110.00 |
| Somerleyton Community Association Playing Field Maintenance | 100.00 |
| Clerk's Salary | 280.00 |
| Clerk's Income Tax | 70.00 |

ASHBY HERRINGFLEET AND SOMERLEYTON PARISH COUNCIL

Clerk's report for the Annual General Meeting of the Parish Council to be held on Thursday 16th May 2019 at 7.15pm at Somerleyton Village Hall

Suffolk Accident Rescue Service

10.00

24. CORRESPONDENCE. To decide what, if any, action be taken regarding any particular item of correspondence.

19/4 Grant Finder – new funding to improve Village Halls.

19/4 Information re Table Tennis Provision

19/4 Scottish Power EA One North Offshore Windfarm Consultation

10/5 Open Day at Herringfleet Wind Pump

10/5 Broads Authority: Broads Briefing April 2019

10/5 Broads Local Plan: Final Report from Planning Inspector

10/5 Suffolk Preservation Society: Suffolk View Spring Edition (Also have Hard Copy)

25. DATE & TIME OF FORTHCOMING MEETINGS

Annual Parish Meeting

Monday 20th May at 7.30pm Somerleyton Village Hall

Northern Parishes Meeting

Tuesday 21st May at 7.30pm, Corton Village Hall

Parish Council Meeting

Thursday 4th July 2019 at 7.15pm, Somerleyton Village Hall

Refreshments Bob

Sue Read
Parish Clerk

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