

Blythburgh with Bulcamp and Hinton Parish Council

Minutes of Parish Council Meeting
Monday 13th August 2007 at 8:00pm

Present: Cllr D Tytler (Chair), Cllr R Benson, Cllr L Clapham, Cllr L Lewis, Cllr A Mackley, Cllr C Waller, Cllr R Williams, J Boggis (Clerk).

Open Forum discussion points

Latitude Festival – Some people were not aware of the reduced price tickets.

Suggestions for use of money raised

- Planting in village
- Rent field for use by youngsters / village events
- Bursary for youngsters help at change points in their education
- Notice board accessible and usable by all.
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White Tail Eagle proposed re-introduction. People missed meeting. Adam Burrows to be invited to next meeting to give a talk during the open forum period.

Road leading to Village Hall. It was felt this was becoming dangerous. The Parish Council to look into this.

Hedges. It was rumoured that the Parish Council were going to get hedges cut and then charge the owners. A Parish Councillor had contacted SCC to ask about this but not in any official capacity. As a result SCC have added Blythburgh to their list.

Parish Council Meeting started at 8:00pm

14. Receive Members' declarations of interest on any matters on the agenda
None raised

15. Note apologies for absence
All Councillors present

16. Minutes of the previous meeting held on Monday 9th July
Proposal - To accept minutes as presented
Agreed

17. To receive the Clerk's Report
Clerk presented report on activities since last meeting. Copy of report attached to minutes.
Proposal - To accept Clerks report as presented
Agreed

18. To receive the report from the planning sub-committee
Contacted Matt Deacon from SCDC about national, regional and local plans. These are all currently under review with a consultation document due to be published in November 2007. Copies of current documents will be used in formulating a Blythburgh Parish Council planning document.
Consultation document received for review by 1/10/2007 about a Shoreline Management Plan. Response will be given at next meeting.
Information received from Suffolk ACRE about training courses.

- To receive any planning decisions

Planning Applications **Refused**

Application No. – C07/0413/FUL

Location – Part of land around Bulcamp, Blythburgh and Halesworth.

Request – Construction of narrow gauge railway, buildings and car park.

Planning Applications **Granted**

Application No. – C07/0430/FUL

Location – Rhododendron Hill, Halesworth Road, Blythburgh

Request – Create a camp site using handcrafted Mongolian Yurts.

- To consider any planning applications received by 13th August 2007 and determine the Councils attitude to them

None received

19. To receive the report from the financial sub-committee

Mandate still not resolved but it is hoped it will be soon.

- Make any payments agreed by the Council

Proposal – Pay £41.12 for Clerk training

Agreed

- To review and agree accounts for 2006-2007

Accounts presented by the Clerk. Questions raised about differences in costs from last year. Two years insurance for village hall insurance paid in 2005-06 and none in 2006-07. Clerks cost much lower in 2006-07 as for portion of year there was no Clerk.

Proposal – Accept Accounts for 2006-2007 as presented

Agreed

- To review and agree the external audit form for year 2006-2007

Clerk read out questions in section 2 – Annual Governance statement of Annual Audit Report. Results listed below

1 – Approve statement of accounts - Yes

2 – Adequate system of internal control - Yes

3 – Assure no matters of actual or potential non-compliance - Yes

4 – Provided opportunity to ask about/inspect accounts - Yes

5 – Assessed risks - Yes

6 – Maintained adequate effective control systems - Yes

7 – Completed actions raised following internal and external audits - N/A

8 – Considered litigation, liabilities and commitments – Yes

Proposal – Forward Completed Annual Return to Lubbock Fine.

Agreed

20. To discuss and agree way forward on Parish Plan.

Parish Council agreed that to aid its effectiveness there needed to be a Parish Plan in place and it should go ahead with the opening meeting.

Proposal – Hold Parish Meeting on Monday 17th September

Agreed

21. To discuss and agree next steps with the Community Speed Watch Campaign.

Parish Council discussed Cllr Keable's suggestion of holding a meeting with like minded local Parish councils to discuss sharing costs was effective way forward.

Proposal – Cllr Lewis to represent Blythburgh Parish Council at the meeting

Agreed

22. To discuss and agree way forward on playsite. Go ahead with repairs / wait for outcome of the Parish Plan.

Parish Council felt this issue was not moving forward. Some action needs to be taken.
Proposal – Get an up to date RoSPA inspection completed.

Agreed

23. Correspondence

23.1 Discuss and complete Social Inclusion and Diversity feedback form
Feedback form completed.

23.2 Discuss and complete review of SCC accommodation for older people.
There is no accommodation in Blythburgh and so considered not applicable.

23.3 Discuss and complete Learning and Skills Needs Survey.
Survey form not available at the meeting.

23.4 Agree position on Tree Warden and funds to attend Tree Warden forum.
Agreed Mrs Maslen to be Tree Warden at previous meeting.

Proposal – Pay costs for Mrs Maslen to attend forum

Agreed

23.5 Agree attendance at Suffolk ACRE AGM/70th Anniversary Celebration
The Parish Council thought this would be a good event to attend.

Proposal – Cllr Williams to attend celebration and receive costs

Agreed

24. To discuss any other matter the Chair will allow

Japanese Knot Weed at the motor cycle track need to be controlled. Temporary Clerk looked into this but outcome unknown.

Proposal – Clerk to investigate what happened and move this forward

Agreed

25. Review date of November meeting. Proposed move to 3rd Monday of the month.

Chair will not be able to attend meeting on proposed date in November.

Proposal – Change November meeting to 19th November

Agreed

Meeting Closed at 8:55pm.

Clerks Report

- Sent off payments as agreed at last meeting and recorded in the minutes.
- Spoke to Paul Cook about the basis on which he generated his bills. These are £8 per week for cleaning the bus shelters (job advertised in local magazine) and £15 per grass cut for the playsite, agreed with the parish council. He is still happy to continue based on these figures.
- Completed the accounts and the bank reconciliation for 2006-07. Spoke to the external auditors Lubbock and Fine and agreed date for receipt of the audit report to be Friday 17th August. Completed parts of the audit form required to be completed by the responsible finance officer and took this along with the other information required to the auditors Heelis and Lodge to complete and internal audit. Received issues raised however they have made a series of recommendations.
- e-mailed SCDC the views of the Parish Council on planning application 07/1024/FUL, the tennis court at the former Blythburgh Hospital.

- Contacted SALC about advertisement relating to adoption of code of conduct. Completed the form supplied and returned to SALC and received e-mail confirmation of receipt. Cost will be dependant on number of parish councils involved.
- Drafted and sent out letter stating the Parish council's views on speeding in the village and the information about lack of Suffolk Police support. Received a response from Inspector Sharman with a letter attached that he had sent to a local parishioner stating that Suffolk were supporting the Community Speed watch campaign and that there was a trial currently planned. Asked where this was he responded Debenham. Further correspondence was entered into but he was unaware of when the trial would take place. I looked on the Debenham web site and it states they just have to complete the risk assessments prior to starting.
- Had a letter from Cllr Keable suggesting that other Parish councils, Walberwick, Bramfield and Wenhaston, are experiencing the same problem and he suggested combining together to buy a speed indication device to reduce the cost to each Parish Council. Received a second letter from him suggesting arranging a meeting with a representative from each Parish Council in early September to discuss this.
- Sent e-mails to Attleborough Town Council about Community Speedwatch campaign but have had no response.
- Looked into purchase of a speed indication device to mount on a pole to warn traffic of their speed (similar to the one on the way into Southwold). The two I looked at were only different by size ranged from £2850 to £3650 plus £350 and £525 respectively for the solar panels. These prices do not include vat.
- I also looked at the price of a handheld speed detection device. There are many to choose from using different technologies. The ones I looked at cost from £1575 + vat for a radar gun up to £2750 + vat for a laser gun.
- The village plan. This is driven by the village as a whole not just the Parish Council. It starts with a village meeting at which a person from Suffolk ACRE outlines the whole process. If not enough people attend the village meeting then there has to be serious consideration about the value in going on with the process. There is also a cost involved in the whole enterprise estimated for our parish to be about £1100. The Parish Council will be expected to contribute to this with other funding coming from a Defra fund. I provisionally booked the meeting to take place on Monday 17th or Thursday 20th September. The key is to get people involved from the start so the village meeting is crucial!!
- The playsite. The cost of repair from SCDC has increased to £1950 + vat. I have been in contact with other agencies but they tend to be only prepared to mend their own equipment and peoples holiday's have limited the progress. From a safety view point RoSPA are in the area in September so the Parish Council could pay to have an updated report. However from an untrained eye the equipment appears to have deteriorated since the last report.
- Latitude. Letter of thanks sent to the organisers in London.
- Emergency Plan. There is a lot of information about this on various web sites. The emergency services control all emergency situations with the Parish Emergency plan only coming in to effect when the emergency services are overwhelmed and need help to house displaced individuals. It is unrelated to the cause of the emergency although there

is a plan for anything happening at Sizewell. I have a copy of a comprehensive emergency plan for the village of Great Barton.

- Footpaths. SCDC stated that the footpath closures had been extended, Footpath 17 until 14th November and footpath 18 until 15th January 2008 with an 'off the record view' that until the environment agency repair the river walls the footpaths will never be re-opened. They also stated that they would be visiting the area and re taping to prevent use.
- Sent letter to Sir Charles Blois about removing the fallen tree but have not had a reply to date.
- Attended a 1 day training course. Course cost will be covered later in meeting.