

# LEVINGTON AND STRATTON HALL PARISH COUNCIL

## MINUTES OF ANNUAL MEETING OF THE PARISH COUNCIL

HELD ON TUESDAY 11 MAY 2010

(following the Annual Parishes Meeting which started at 7:00pm)

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**Present:** David Long; David Pryke; Ian Angus; Pat Pryke; Nick Hopkins (Parish Councillors)  
Ruth Payce (co-optee)  
Marian Rose (Parish Clerk)

Patricia O'Brien (County Councillor)  
Veronica Falconer (District Councillor)  
PC Mike Crisp & PCSO Amy Clarke (community Police Officers)

Bob Hardwick

*For the record, the following reports were given at the Annual Parishes Meeting, which took place prior to the Annual Meeting of the Parish Council.*

- **ANNUAL REPORT FROM COUNTY COUNCILLOR**

Patricia O'Brien presented her annual reports, copies of which are attached.

She clarified her comments regarding Operation Stack to confirm that, as far as she was aware, there had been no decisions made and her comments that the existing arrangements will remain in place were simply her own opinion of the potential outcome.

- **ANNUAL REPORT FROM DISTRICT COUNCILLOR**

Veronica Falconer presented her annual report, a copy of which is attached.

- **POLICE REPORT**

PC Paul Smith and PCSO Amy Clarke attended the meeting and presented their annual report (attached). The Chairman thanked them both coming along to give a report and for their support for the community throughout the year.

### **VILLAGE FORUM – (Parish Council Agenda Items Only)**

Bob Hardwick commented that the dog-fouling problem near the OOCL offices in Bridge Road had largely resolved itself.

### **The Annual Meeting of the Parish Council was then declared opened.**

1. **TO ELECT A CHAIRMAN AND RECEIVE HIS DECLARATION OF ACCEPTANCE OF OFFICE**

David Long was nominated for Chairman of the Parish Council by David Pryke and this was carried unanimously. The re-elected Chairman signed the Declaration of Acceptance of Office.

2. **APOLOGIES FOR ABSENCE** – Parish Councillor Linda Sharp was unable to attend.

3. **COUNCILLOR VACANCY**

By unanimous agreement, Ruth Payce was co-opted to fill the vacancy caused by the resignation of Jane Timmins. The Chairman welcomed her to the Parish Council.

4. **DECLARATIONS OF INTEREST (REMINDER OF CODE)**

None.

5. **TO ELECT A VICE-CHAIRMAN**

David Pryke was unanimously re-elected as Vice-Chairman

**6. TO ELECT COMMITTEES AND OFFICERS:**

The following Committees and Officers were elected:

**Planning Committee**

David Long, David Pryke, Ian Angus, Nick Hopkins, Ruth Payce

**Finance Committee**

David Long, Marian Rose, Ian Angus, David Pryke

**Responsible Finance Officer**

Marian Rose

**Internal Auditor**

It was agreed Heelis and Lodge be reappointed for the year ended 31 March 2011.

**Representatives**

The following Parish Council Representatives were agreed:

SALC	David Long
Village Hall Committee	David Pryke
Coast and Heaths/ Footpaths	Ruth Payce
Tree and Church Field Warden	David Long
Sir Robert Hitcham's Almshouses	Ian Angus
Church Field Management Working Party	David Pryke, David Long & Nick Hopkins (plus Bob Hardwick as adviser)
Transport	Pat Pryke
Emergency Planning	Ian Angus & David Long
Newsletter Editor	Pat Pryke
Neighbourhood Watch	Bob Hardwick
Port Liaison Meetings	David Pryke, Pat Pryke & Ian Angus (with Ruth Payce as deputy)
Operation Stack Steering Group	David Long & David Pryke
SNT/Police Tasking Meetings	David Long & Ian Angus (now Chairman)
Nacton Primary School	Ian Angus

**7. PAYMENTS OF SUBSCRIPTIONS TO BE PAID ANNUALLY:**

The Parish Council agreed the payment of annual subscription for SALC (£108 due May 2010) and Insurance currently with Suffolk ACRE (due 1 October 2010).

**8. THE MINUTES OF MEETING ON 4 MARCH 2010:**

The minutes were agreed by the Parish Council and signed by the Chairman as true record.

**9. MATTERS ARISING FROM THE LAST MINUTES (Not covered elsewhere on the agenda):**

None.

**10. FINANCE:**

(a) Marian Rose presented the summary of income & expenditure for the year to 31 March 2010 including summaries of the bank accounts reconciled to bank statements (copies attached). The Project Schedule was also reviewed. She reported that, since the year-end, £100 had been received from the Flower Show Committee (from proceeds of their St George's Day supper) as a contribution towards the cost of a computer for use with the digital projector.

(b) Income since last meeting:

- 29 Mar 10: Newsletter subscriptions x 3 = £15;
- 30 Apr 10: Ship Bottle Bank £11.42;
- 30 Apr 10: precept 1<sup>st</sup> half year £2750

(c) Payments made since last meeting:

- 05 Jan 10 Clerk's Salary & Expenses to 28 Feb 10 £380.01;
- 26 Mar 10 David Long – Mar 10 newsletter printing = £55.00;
- 26 Mar 10 Village Hall hire costs £240;
- 26 Mar 10 SALC re NH& MER training £135;
- Donations as budgeted & agreed:
  - Village Hall £350.00
  - Church £150.00
  - Dorling Kindersley (re books for Nacton School) £250.00;

Payments to be made:

• Clerk's Salary & Expenses to 30 Apr 10:	
M Rose 55 hours @ £8.344 =	£ 458.92
M Rose re stationery etc:	
Postage stamps	£3.60
3 lever-arch files & sundry stationery	£10.46
Catch for S Hall notice board	£1.09
Telephone calls – 43 @ 20p	£8.60
	<u>£23.75</u>
Total pay to Clerk =	<u>£482.67</u>

- Pat Pryke – newsletter printing estimated at £60;
- SALC re annual subscription (see also point 7 above) £108

All transactions were approved by the Parish Council.

**11. LOCAL DEVELOPMENT FRAMEWORK:**

David Long gave an account of the SCDC Council meeting & planning forum he had attended. The Local Development Framework has been implemented despite this not yet being ratified by the Planning Inspector. SCDC have not yet issued site-specific maps for potential development, either residential or business. Councillors agreed they will need to closely monitor how the LDF impacts local planning policy.

**12. PLANNING:**

C10/0544 Dualling of the Felixstowe branch railway line – extension to time limit for existing permissions: supported by Planning Committee, 26 March 2010. To date there had been no indication of SCDC's decision.

C10/0940 Resubmission of application for reservoir at Stratton Hall Drift: meeting of Planning Committee to be held on 13 May 2010;

C10/0933 & 0950 Renewal of planning & listed building consent re Hill Cottage originally granted in 2007: meeting of Planning Committee to be held on 13 May 2010;

C10/1026 & 1027 Planning & listed building consent re Hill Cottage for Garage & storage building meeting of Planning Committee to be held on 13 May 2010 in conjunction with applications C10/0933 & 0950;

C10/0940 Planning application for internal changes at Levington Research Station meeting of Planning Committee to be arranged following this meeting.

**13. OPERATION STACK:**

The Clerk had written to Suffolk County Council with the Parish Councillors' comments following the Steering Group meeting held on 25 February 2010. SCC had replied on 6 April 2010 advising that Guy McGregor was intending to hold a further meeting 'fairly soon'. The Clerk was asked to obtain an update of progress from SCC.

**14. TELEPHONE BOX:**

SCDC had asked BT for a further period of consultation on BT's decision not to re-install the public payphone damaged in a car accident in December 2009. However, it was noted that there had been no response from parishioners on the proposal, despite a request for comments in the March Newsletter. Thus it was likely that if the Parish Council would not object if consulted.

**15. DOG FOULING:**

Complaints had been received re dog fouling on grass verges from OOCL to the bridge. An article in the newsletter highlighted a similar problem in Church Field & the board walk. Ian Angus agreed to prepare a proposal for the siting & costs of further dog bins. It was noted that such expenditure had not been budgeted.

**16. CREMATORIUM:**

David Long related an article in a recent edition of the EADT giving an update on the crematorium being built just outside the village. Phase one will apparently involve 1400 cremations per year.

**17 CORRESPONDENCE:**

- a. Letter of thanks rec'd from the Church for £150 donation;
- b. Email from Nacton PC advising application time for the affordable housing now closed;
- c. Email re Essex & Suffolk Shoreline Plan consultation;
- d. SCDC re bin collection etc – councillors noted it was useful to review bin collections but thought no change was necessary;
- e. Suffolk Joint Emergency Planning Unit re preparing your community for an emergency - this will be incorporated into the Parish emergency plan currently in progress;
- f. SCDC email 29 mar 10 asking for copy of Parish Plan. We explained that we do not have a current formal Plan – most recent one was 2003. Clerk had replied saying we were proactive & managed to address all issues without this;
- g. East of England Local Government Assn launched 1 April 2010;
- h. Parish Council response to request for comments from SCDC Planning Scrutiny Committee;
- i. Parish Council letter of thanks issued to Flower show Committee for their £100 donation (see also point 10 above).

All correspondence was duly noted.

**18. REPORTS FROM COUNCILLORS**

- a) Tree and Church field: David Long referred to his report given earlier at the Annual Parishes Meeting.
- b) Village Hall: David Pryke reported there was no further progress on development proposals;
- c) Sir Robert Hitcham's Almshouses: Ian Angus also had nothing further to report;
- d) Local Transport: Pat Pryke also referred Councillors to her report given earlier at the Annual Parishes Meeting;
- e) Coast & Heaths & f) Footpaths: Nothing to report;
- g) SALC/SCDC – planning forum attended – see also comments at point 11 above;
- h) Port of Felixstowe liaison committee – David Long had distributed his notes of the most recent meeting (attached)
- i) SNT: Ian Angus is now Chairman – next meeting will be in Levington on 22 June 2010.

**The meeting was declared closed.**

**Approved by**

**Date**

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**VILLAGE FORUM**

There were no comments.