

Blythburgh with Bulcamp and Hinton Parish Council

Minutes of Annual Parish Council Meeting Monday 11th May 2009

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

Meeting Commenced on Completion of Annual Parish Meeting

09/1. Election of Chair

Proposal – Elect Cllr David Tytler as Chairman for 2009-10

Agreed

09/2. Agree the Agenda

Additional Invoices – Paul Cook for Grass cutting and Bus Shelter Cleaning and

Heelis and Lodge for Internal Audit

Letter about planting in the Village

Proposal – Agree updated agenda

Agreed

09/3. To receive Members' declarations of interest on any matters on the agenda

No declaration of interest raised.

09/4. To note apologies for absence

All Councillors present.

09/5. Election of Vice Chair

Proposal – Elect Cllr Ro Williams as Vice Chair for 2009-10

Agreed

09/6. Election of Co-opted Councillors

Proposal – Re-elect Co-opted Councillors en bloc

Agreed

09/7. Appointment of Responsible Finance Officer for financial year 2009-10

Proposal – Appoint Clerk to role of RFO for 2009-10

Agreed

09/8. Appointment of Chair and members of the finance sub-committee for 2009-10

Proposal – Appoint Cllr Ro Williams as Chair of Finance Sub Committee with Cllr

Lewis and Clerk as members of subcommittee for 2009-10

Agreed

09/9. Appointment of Chair and members of the planning sub committee for 2009-10

Proposal – Appoint Cllr Robert Benson as Chair of Planning Sub Committee with

Cllr's Mackley and Waller as members of subcommittee for 2009-10

Agreed

09/10. Appointment of Village Hall Trustees

Proposal – Appoint Cllr Lewis and Mackley as Village Hall Trustees 2009-10

Agreed

09/11. Appointment of SALC representative

Proposal – Appoint Cllr Ro Williams as SALC representative 2009-10

Agreed

09/12. Appointment of Parish Council representatives on Parish Plan steering group.

Proposal – Appoint Cllr Ro Williams as Parish Plan representative 2009-10

Agreed

09/13. Adoption of Standing Orders, Financial regulations, Complaints procedure for 2009-10

Proposal – Adopt Standing Orders, Financial regulations, Complaints procedure for 2009-10 unchanged from 2008-09

Agreed

- 09/14. Minutes of Parish Council meeting held on Monday 9th March 2009
 Proposal – Accept minutes of 9th March 2009 meeting as presented
 Agreed
- 09/15. To receive the Clerk's Report
 Proposal – Accept Clerks report as presented
Agreed
 The Clerks report generated some discussion about position of the bunds around the moto cross track.
 Proposal – Clerk to contact SCDC about putting bunds along Toby's Walk
Agreed
 Proposal – Clerk to ask about events on Saturdays at Moto Cross track
 Agreed.
- 09/16. To receive the report from the planning sub-committee
- To receive any planning decisions
 None received
 - To consider any planning applications received by 11th May 2009 and determine the Councils attitude to them.
 - Planning application No. C09/0522.
 Location: Thorington Gravel Pit, London Road, Thorington
 Proposal: Erection of poultry barns to an amended design from that approved.
 Proposal – Clerk to respond to SCDC with objections to this application
Agreed
 - Planning application No. C09/0484.
 Location: Telecom mast 96397, Essex & Suffolk Water Tower, Walberswick Rd.
 Proposal: Installation of a 6 2G/3G sectored antennas in place of existing 6.
 Proposal – Clerk to respond to SCDC supporting this application
Agreed
 - Planning application No. C09/0261.
 Location: 4 White house Cottages, Bulcamp Drift, Blythburgh.
 Proposal: Erection of single-storey extension.
 Proposal – Clerk to respond to SCDC supporting this application
Agreed
- 09/17. To receive the report from the financial sub-committee
- Discuss and agree any payments required of the Council
 - Donation Requests
 - Age Concern Suffolk
 Proposal – Donate £50
Agreed
 - EACH – East Anglia's Children's Hospices
 Proposal – Donate £50
Agreed
 - Suffolk Family Carers
 Proposal – Donate £30
Agreed
 - Disability Advice Service, East Suffolk
 Proposal – No donation for this group in 2009
Agreed
 - Subscriptions
 - Suffolk ACRE
 Proposal – Subscribe this year but Clerk to monitor use and value

Agreed

- SALC Membership

Proposal – Subscribe for 2009-10

Agreed

Other

Cllr William expenses – Attending meeting on the impacts of the 2012 Olympics

Proposal – Pay Cllr Williams expenses of £33.48

Agreed

Cllr Lewis expenses – Speedwatch expense for February to April 2009

Proposal – Pay Cllr Lewis expenses of £23.66

Agreed

Cleaning bus Shelters from 13-12-08 to 4-5-09

Proposal – Pay Paul Cook £168-00

Agreed

Cutting the grass and strimming the edges at the Playsite

Proposal – Pay Paul Cook £105-00

Agreed

To carry out Internal Audit for Parish Council

Proposal – Pay Heelis & Lodge £55-00

Agreed

Villager of the Year

Proposal – Pay White Hart £50-00 to cover voucher

Agreed

- Discuss and complete Annual Audit return

In preparation for the external audit the RFO presented the Parish Council accounts for 2008-09. There were questions raised about the cost of insurance being one of the major costs to the Parish Council. Clerk to investigate cheaper insurance.

Proposal – Accept Parish Council financial statement and accounts for 2008-09

Agreed

The RFO then presented and worked through the Annual Return document for year ending 31st March 2009.

Proposal – Agree section 1 – Statement of accounts

Agreed

The RFO then discussed each part of section 2 with the Cllr's recording Yes to parts 1 to 8 inclusive and not applicable to part 9

Agreed

09/18. To receive update on the Community Speed Watch Campaign.

Report given at the Annual Parish Meeting but Cllr Lewis wanted to point out that new schemes are using a radar speed gun at half the cost of the laser gun purchased by Blythburgh Parish Council and a always to ask for more volunteers. Please Contact Cllr Lewis (01502 478624) if you wish to volunteer

09/19. To receive an update on the Playsite.

New gate has now been installed with an immediate impact on the impression of the playsite. The playsite is getting more use and is looking better maintained. The roofs on the large climbing frame are showing further deterioration.

09/20. Cllr reports on Meetings attended – 2012 Olympics.

Report at next meeting.

09/21. Correspondence

09/21.1 – Letter from parishioner about state of fence next to bus stop.

Cllr Lewis reported that there are plans to use the field for grazing. For this to happen the fence will have to be repaired.

Proposal – Clerk to let parishioner know about the planned grazing.

Agreed

09/21.1 – Letter from parishioner about roadside planting in the village.

Parish Council discussed but could not move forward without more detail

Proposal – Clerk to contact parishioner asking for more detailed information

Agreed

09/22. To discuss any other matter the Chair will allow

- Blyth Valley Radio – starting 15th June there will be test transmissions on FM 105.0 until early July when this will be used to broadcast Blyth Valley Radio

- Change in Refuse Collection in Church Lane. Concern was raised about the disappearance of the brown bins and letters stating black bag will not be collected.

Proposal – Clerk to contact SCDC to find out about the changes.

Agreed

- Parking on Dunwich Road. Concern has been raised about safety issues with the position of the parked vehicles.

Proposal – Cllr Lewis to investigate

Agreed

Meeting Closed at 10.00pm

Clerks Report to Parish Council Meeting
Monday 11th May 2009 at 7:30 pm

Open Forum

Moto Cross Track

- Clerk to look into what bunds were to be built. I looked at the SCDC Planning web site and the drawings were not clear so I visited SCDC. Unfortunately the plans were not available but I spoke to the EHO, Clive Pink, who has been very involved in the track and had drawing of the original bunds and the extended bunds and in neither case did these run along the A12. His view about the bunds in place was that it was a compromise between keeping the noise down and impacting the views of the marshes.

Clive Pink informed me that the track manager, Eric Burnham, did all he could to keep the noise down, including monitoring noise level, but as it is a practice track the ACU rules did not apply.

- Clerk to contact organiser to see if there is a calendar of events. I was informed that there is no calendar of events, that the track is not actively advertised and that it is a case of people checking on the day to see if the track will be open.

Parish Council Meeting

Internal Audit – Clerk has contacted Heelis & Lodge and the internal audit has been completed.

Funding – Arranged for payments agreed at the meeting to be made

Village Hall – Contacted builders and they have been to look at the work required and were escorted by the Chairman. Spoke to SCDC planning dept and apparently for installing a new soak-away building regulations are required. The size of the soak away should be calculated using the data obtained from a percolation test on land and size of roof area. I was also told that for new installations the sink should be connected to the foul water system not fed into a soak away. No comment on the requirement for planning permission would be given until more detailed information was available.

Villager of the Year – Arranged to form a judging committee as required.

Road Names – Sent information agreed to SCDC and received response thanking the Parish Council for the information.

Litter Action – Arranged for the bags etc to be delivered and put up posters.

Repair road to recycling area - Contacted Blois Estate and received agreement for Parish Council to repair road. The builders quoting for the work on the Village hall were also asked to quote for repairs to the road.

Recycling area – Contacted SCDC for a general rubbish bin to be installed and I was ‘Strongly Advised’ against this. A small bin could be put up if required.

Bus Stop – Have had not further communication on this.