

Blythburgh with Bulcamp and Hinton Parish Council

Minutes of Parish Council Meeting
Monday 10th September 2007 at 8:00pm

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

Open Forum discussion points

- Parish Meeting on Monday 17th September – Should there be some preparation for this?
- Very interesting talk given by Adam Burrows on the proposed reintroduction of White Tailed eagles along the Suffolk coastline.

Parish Meeting Commenced at 8:00pm

26. To receive Members' declarations of interest on any matters on the agenda

Cllr Tytler – Planning application for changes at the Priory.

Proposals related to the Village Hall

Cllr Benson – Planning application for changes at the Priory.

27. To note apologies for absence

Apologies received from Cllr Waller who was away with work.

28. Minutes of the previous meeting held on Monday 13th August

Proposal - To accept minutes of Monday 13th August meeting as presented

Agreed

29. To receive the Clerk's Report

Clerk presented report on activities since last meeting. Report attached to minutes.

Proposal - To accept Clerks report as presented

Agreed

Cllr Williams took over Chair of meeting

30. To receive the report from the planning sub-committee

No report received.

- To receive any planning decisions

None received

- To consider any planning applications received by 10th September 2007 and determine the Councils attitude to them

Application No. – C07/1571/FUL

Location – The Priory, Priory Road, Blythburgh.

Request – Erection of single storey rear extension, garden wall and interior changes.

Proposal – Support application as this is well thought out and panned

Agreed

Application No. – C07/1572/LBC

Location – The Priory, Priory Road, Blythburgh.

Request – Erection of single storey rear extension, garden wall and interior changes.

Proposal – Support application as this is well thought out and panned

Agreed

Cllr Tytler returned to Chair meeting

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

Initial comment from Cllr Tytler that the Bank mandate has now changed.

There was a meeting of the Finance sub-committee on 28th August where the report from the internal audit was discussed and any points addressed. The recommendations from that meeting are covered below.

Proposal – Clerk to present accounts at all meetings.

Agreed

- Make any payments agreed by the Council

Proposal – Pay Brundish Training Centre £25 for printing posters for Parish Meeting

Agreed

Discussion that the insurance renewal does not cover all assets or have correct values.

Proposal – Clerk to make changes to insurance cover and then pay Suffolk ACRE.

Agreed

- To review and agree contents of the Parish Council Asset register

Discussion about the register and one item added.

Proposal – Update register as discussed including values.

Agreed

- To discuss requirements for next year (07-08) that will impact budget planning

No new requirements raised.

- To discuss and agree use of surveyors to estimate work required on Village Hall in the next 18 months as an input to next year's budget proposal.

Clerk reported on three estimates received

R.W. Jellicoe – verbal estimate £200 + vat

AR Frics – verbal estimate £250 -£300 inc. vat

N Haward – No charge

Proposal – Ask N Haward to prepare report on work required

Agreed

- To discuss and agree the Finance Risk Assessment.

Proposal – Accept Financial risk assessment as presented to meeting

Agreed

- To discuss and accept changes to the Parish Council Finance Regulations – removal of reference to petty cash holding (section 6.5).

Proposal – Remove section 6.5 from the Parish Council Finance Regulations

Agreed

32. To discuss and promote the Parish Meeting to be held on Monday 17th September.

Meeting agreed with Suffolk ACRE and posters distributed and displayed.

33. Provide update on the Community Speed Watch Campaign. Letter from Suffolk Police

Cllr Lewis held discussion with Cllr Keable about combining with other Parish Councils and he gave the current view of the other Parish Councils;

Walberswick – Have discussed and agreed with proposal

Wenhaston – Have discussed and agreed with proposal

Bramfield – Parish Council Meeting next week.

Cllr Lewis also reported that Sizewell A would sponsor the florescent jackets. There was a question raised about training, which has to be given by the Police and whether there were any rules around those would could participate.

Proposal – Blythburgh to join with other Parish Councils to help reduce the cost associated with the Community Speedwatch Campaign

Agreed

34. Provide update on RoSPA inspection of playsite and to discuss and agree risk assessment. Clerk reported the inspection will happen sometime in September and the report will be available in October. The Clerk also reported that a risk assessment for the Playsite was requested at an additional £20 to cover a proposal in the internal audit report. The funding from the locality budget was also discussed
Proposal – Clerk to write to Cllr Leighton requesting locality budget funding that has been agreed be released

Agreed

35. Correspondence

35.1 Discuss and agree way forward on Wenhaston with Mells Hamlet Parish Council campaign regarding the Blyth Valley Footpath targeted at the Environment Agency.
Proposal – Give Support to campaign and put letters in shop and give out at Parish Meeting on 17th September

Agreed

35.2 Discuss letter from SCC asking if heavy lorries are illegally using the roads in your Parish/Town? It is possible to call in the Trading Standards service.
This was not thought to be a problem in the Village.

35.3 Note that 40mph buffer zone to North of village will remain.
Noted.

35.4 Town and Parish liaison meeting on 29th October at the River Side centre Stratford St Andrew

Proposal – Cllr Williams attends with one other Cllr.

Agreed.

36. To discuss any other matter the Chair will allow

36.1 Coastal Shoreline Management Plan.

The planning sub-committee have reviewed and made on suggestion relating to footpaths in Blyth Valley.

Proposal – Clerk to respond to survey stating concerns over footpath closure due to riverbank condition.

Agreed

36.2 Suffolk Coast and Heath management plan for review.

Proposal – Planning sub-committee review and make responses on behalf of Parish Council and report back at next meeting

Agreed

36.3 Cllr Clapham reported that there was discussion about night time buses

Proposal – Clerk to find out if there are proposals for the re-introduction of night time buses in the Blythburgh area

Agreed

Date of next meeting Monday 19th November 2007 commencing with an Open Forum at 7:30pm followed by the Council Meeting starting at the earliest of 8:00pm

Meeting Closed at 8:50pm

Clerk Report

Open Forum

- Notice boards – The cost for the board alone would start from £600 (size dependant)
- White Tailed Eagle reintroduction - Arranged for Adam Burrows to come to this meeting to talk about the process and current situation.
- Road to Village Hall – Arranged for 3 different builders to come and quote for filling in pot holes and laying gravel. No quotes received to date.

Parish Council Meeting

- Pay SALC for Clerks training. This was not done due to problems with the bank mandate. Contacted SALC to inform them payment would be late.
- Sent Accounts for the year 2006-2007 to Lubbock Fine. No response received to date
- Spoke with Suffolk ACRE to confirm Parish Meeting for Monday 17th September.
- Sent e-mail to Cllr Keable informing him the Cllr Lewis would represent Blythburgh at his proposed Community Speed Watch Campaign joint Parish Meeting and give her contact details.
- Contacted RoSPA to organise an Annual Inspection of the Play Site. This inspection will be carried out on an unspecified date in September and the report will be available in October.
- Japanese Knot Weed the previous clerk recorded in her report for the meeting on 9th May that she had contacted SCDC (Chris Payne) who contacted Sir Charles Blois and asked him to take the necessary steps. Sir Charles Blois contacted the Clerk and she gave him the directions to its location as supplied by Cllr Waller. I spoke SCDC who told me to talk to the Environment Agency who told me there is no enforcement group to ensure removal however there is to ensure removal is carried out correctly.