

LEVINGTON AND STRATTON HALL PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
TUESDAY 10 MAY 2011 IN THE VILLAGE HALL AT 7:15 PM

Present: David Long (Chairman), David Pryke (Vice-Chairman)
Councillors Ian Angus; Pat Pryke & Nick Hopkins
Marian Rose (Parish Clerk)

Patricia O'Brien (County & District Councillor)
PCSO Andi Hillman

Members of the Public: Mr Bob Hardwick

• **VILLAGE FORUM**

No comments.

• **SUFFOLK COUNTY & SUFFOLK COASTAL DISTRICT COUNCILLOR'S REPORT**

Patricia O'Brien attended and she was congratulated on her recent re-election to the District Council. She presented her verbal report.

The new leader of Suffolk County Council, Mark Bee, is due to be in post from 27 May 2011.

The Chief Executive, Andrea Hill, is currently on 'garden leave' and Patricia was unable to comment further at present on this issue.

Divestment is likely to be less than previously envisaged. There will be a general tightening up and reduction in staff but otherwise the pace of change will be slower. Patricia stressed that they have excellent staff and she was confident they can deal with the cuts they have to make but it would not be easy.

There has been some interest in communities running their local libraries. It appears that most school crossing patrols will be saved although some may still have to go.

Several new Councillors have been elected to the District Council. The first meeting will be 12 May 2011.

There was little to report as the election meant that everything had effectively been on hold. However, she reported that cuts will mean that Suffolk Police will lose 100 police staff and 200 administration posts.

• **SUFFOLK COASTAL DISTRICT COUNCILLOR'S REPORT**

Veronica Falconer was unable to attend owing to another commitment.

• **POLICE REPORT**

PCSO Andi Hillman attended and presented the attached reports. He also reported on progress in the 'Don't be a loser' campaign. They have so far visited households in Bridge Road and most of Red House Walk and intend to cover the rest of the parishes in future visits. These visits have been well received by the public.

It was agreed that, when the Parish Council (the 'PC') becomes aware of a new resident, Cllr Pat Pryke will notify the police as part of the Welcome Pack procedure. The police will then visit the resident and notify the PC when they have done so.

PCSO Hillman was also reminded that Councillors had asked for a report on how often they visited the Creek car park to monitor unsocial behaviour. He agreed to provide this information shortly.

The Parish Council meeting was declared open at 7:50pm.

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

David Long was nominated as Chairman by David Pryke and seconded by Ian Angus. He was then voted in unanimously. He then signed the Declaration of Office.

2. APOLOGIES FOR ABSENCE

None.

3. COUNCILLOR VACANCY

Only 5 Councillors had stood for the election on May 5th (all Levington). A representative for Stratton Hall is needed plus one other to make a full Council. Councillors agreed to meet shortly to consider co-options.

4. DECLARATIONS OF INTEREST (REMINDER OF CODE)

None declared.

5. TO ELECT A VICE-CHAIRMAN

David Pryke was nominated as Vice-Chairman by Ian Angus and seconded by Nick Hopkins. He was then voted in unanimously.

6. TO ELECT COMMITTEES AND OFFICERS

The posts were agreed as shown in the attached list.

7. TO AGREE PAYMENTS OF SUBSCRIPTIONS TO BE PAID ANNUALLY

The following were approved:

- a. the payment of annual subscription for SALC (£111) due 31 May 2011;
- b. Insurance - currently with Came & co due 1 October 2011.

8. TO CONSIDER AND APPROVE THE MINUTES OF 2 MARCH 2011

The Minutes were agreed and signed as a true copy.

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

Point 9: Proposed changes to Felixstowe fire station. At the time of the consultation it was believed that the Parishes would be covered from the new Station at Ransomes Europark in Ipswich. It had since become apparent that cover would continue from Felixstowe. The Clerk had written again to express concern at the potential loss of fire cover under the new proposals.

Point 11: Bridge Road signage: the Red House Walk Residents' Association ('RHWRA') had not yet held their AGM thus have not yet considered the additional house numbering signs. It was noted that the householders in Walnut Tree Cottages and Bridge Road affected by the delivery problems should chose their style of signs while RHWRA would retain their existing style.

10. FINANCE REPORT

(a) It was reported that the bank balances as at 30 April 2011 (reconciled to bank statements) & reviewed by the Finance Group were:

- Current account: £4,554;
- Deposit account: £15,754;

(b) Councillors heard that income since last meeting was:

- £5 for newsletter subscription;
- £265.91 from Flower Show for new chairs (as anticipated at March mtg);
- £100 donation from EYE Marine as a thank you for litter clearance (held on behalf of Village Hall);
- £4.84 The Ship bottlebank recycling credits;
- £2,750 first half of 2011/12 precept.

(c) Income anticipated before next meeting:

- None known.

(d) Payments made since the last meeting (and agreed at the previous meeting):

- £597.62 – Clerk salary & expenses to 28 Feb 11;
- £70.20 – Councillor Pat Pryke – March newsletter & bus service flyer;
- £150 St Peter’s Church annual donation;
- £350 Village Hall annual donation;
- £315 Village Hall hire fees for year ended 31 March 2011
- £111 SALC subscription for 2011/12.

(e) Payments anticipated to be made before next meeting were approved:

- Clerk’s Salary & Expenses to 30 April 2011 - £402.62
- Pat Pryke – May newsletter printing estimated at £70;
- Heelis & Lodge internal audit £55; BDO external audit fee c.£160 which would be due after July;
- SALC training for any new co-opted Councillors;
- Bob Hardwick for weed control around village - £42.77;
- Insurance for war memorial agreed in principal but subject to approval by the Finance Group.

(f) Annual Return:

The Annual Return presenting the PC’s annual accounts had been reviewed by the Finance Group. This was formally approved and signed by the Chairman and Clerk.

The return and the PC records would be presented for internal audit and, later, external audit. The Control Procedures were also reviewed and re-approved.

11. LAY-BY FOR ALMSHOUSES

Following the County Councillor’s invitation to apply for funding through the Quality of Life scheme, at the previous meeting, for modest grants for highways related initiatives, the PC had applied for a grant for a hard-surface lay-by for use by the Almshouses. The meeting heard that the application had been included on the list and would be assessed by SCC shortly.

Any funding from this source would not cover the full cost of the lay-by estimated at £3,750. It was agreed that this would be carried forward for consideration again when and if a grant is obtained.

12. PLANNING:

The following was noted:

- C11/0090 – two storey extension at 1 Keepers Cottage, Levington: PC planning committee had no objection. SCDC had granted permission on 11 Mar 11;
- Hill Cottage: Representatives of the PC met with Martin Price of SCDC on 5 April following our letter of complaint. Mr Price had apologised and admitted the Planning Dept had not acted appropriately in the planning process. A written response from SCDC is anticipated.

13. SAFER NEIGHBOURHOOD TEAM:

- Councillor Ian Angus provided a report as Chairman of the SNT . The meeting on 19 April had suggested an update-email notification process. Ian had joined a trial group to establish if this would be useful for our Parishes;
- He also gave an update on the Police ‘Don’t be loser’ campaign. The visits to households were proving worthwhile but very time consuming;

- Orwell Park School were failing to lock the gate to Nacton foreshore overnight at weekends. This gave concerns that the previously experienced unsocial behaviour would recur with possible knock-on effect on the Creek car park.

14. EMERGENCY PLAN:

A meeting on 5 May was chaired by Linda Sharp and attended by Councillors and Ruth Payce. A broad shape to the village emergency plan had been agreed and a further meeting arranged for 16 June to review a working draft. This will also be attended by the Community Environmental Action Advisor who may be able to assist with funding if required. Linda agreed to continue to lead this project.

15. DATA PROTECTION ACT:

Councillors heard that at the last SALC area meeting it was recommended that all PCs should register. This was new guidance & contrary to previous advice. It was agreed that further advice should be sought and a decision was deferred.

16. VILLAGE WEBSITE:

A new One Suffolk style of website is available from SCC. It was agreed that Councillors accept an invitation to a demonstration.

17. CORRESPONDENCE

Correspondence since the previous meeting (as shown in the attached list) was noted.

Items of particular interest and not considered elsewhere on the agenda were:

Item 1: The email regarding a smell in the village was explained – not relevant to the Crematorium;

Item 8: meeting has been arranged with Suffolk Wildlife Trust & Suffolk Estuaries on 24 May;

Item 16: Councillors disagreed with the views expressed by Orwell Park Estate re the bags provided to prevent dog fouling of the footpath. The footpath will be monitored over coming months.

Item 33: Louise Mann has agreed to be the new Village Recorder which will complement her role as Chairman of the History Club.

Item 46: Anglia In Bloom. Bob Hardwick would welcome some help to prepare for the July judging day. This would be mentioned in the Newsletter.

18. REPORTS FROM COUNCILLORS

(a) Tree and Church field – nothing to report.

(b) Village Hall – Councillor David Pryke has drafted an application for funding from the Big Lottery. A recent seminar suggested the Heritage Lottery Fund may be a better option & the Trustees will consider this.

(c) Sir Robert Hitcham's Almshouses – Councillor Ian Angus reported that sadly Daisy Dickie had recently died. The Trustees are to carry out some work in her former house before re-letting it. The vacancy was being advertised.

(d) Local Transport – Councillor Pat Pryke's report is attached.

(e) Coast & Heaths – nothing to report.

(f) Footpaths - Councillor David Pryke reported that horses were using the footpath by the Creek. This would be raised at the forthcoming meeting with SWT ;
He also reported that the path to the decoy was poorly indicated. The new 'permissive' path gives the impression that the proper path is not open. It was agreed that Councillors Pryke & Hopkins would check this walk again.

- (g) Nacton School – Councillor Ian Angus reported that this is their centenary year and various activities are planned to commemorate this including a reunion. Applications for the September 2011 year are good and pupil numbers are increasing. The 3-year budget holds good.
- (h) SALC – Councillor David Long reported on the last area meeting. The representatives from SCDC emergency plan dept and the police had not attended the planned pre-meeting surgery. SALC now recommend that PCs should register for Data Protection Act. The next meeting on was due to be held on 13 June 2011. David Long, Pat Pryke & Marian Rose to attend.
- (i) Port Liaison Committee – Councillors Ian Angus and Pat Pryke attended the meeting on 10 March 2011. Volumes at the Port continue to be good despite the slow retail market which hits imports. There have been four instances of Stack since September 2010. More cranes are due to be installed in September 2011. The next meeting will be in September, in Cambridge.

The formal business of the meeting was declared closed by the Chairman at 9:45pm.

Approved by

Date

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POINTS FROM POST-MEETING VILLAGE FORUM:

Bob Hardwick kindly expressed his appreciation for the work the Parish Council does for the parishes.

He also confirmed that the police had visited some households in Red House Walk under the ‘Don’t be a loser’ campaign.