

**ORFORD & GEDGRAVE PARISH COUNCIL**  
**The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ**  
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**Minutes of the 202<sup>nd</sup> meeting of Orford & Gedgrave Parish Council**  
**held on Wednesday 12<sup>th</sup> October 2016 at 7.00pm in the New Room of the Town Hall**

Present: Cllr Anne Macro (Chairman)	Cllr Derick Brenchley
Cllr Richard Mallett	Cllr Michael Finney
Cllr Mary Iliff	Cllr Margaret Green
Cllr Matthew Smy	Cllr Michelle Golder

In Attendance, Marie Backhouse (Clerk).

### **Opening remarks**

#### **Public Forum**

There were 5 members of the public.

J Castle commented that she was concerned about the Post Office and wondered if the Parish Council was concerned and what would we do to aid the situation.

Cllr A Macro asked if Sue Snowdon would like to respond to this.

Sue Snowdon replied that the main problem appears to be the telephone line link for the Post Office. BT broadband was put across the line. If BT broadband is on the line the Horizon Post Office line cannot work. Now the problem is removing the broadband, and we have tried to cancel this 11 times but not successfully. We have informed BT about the impact this is having on the community. BT has suggested that they put a new clean line in and this can take 3 weeks. This can then be used by the Post Office.

Cllr M Finney asked if 3 weeks was a standard amount of time for this application to be completed.

Sue Snowdon replied yes, but if we continue to urge them it may speed up the process.

Cllr M Finney suggested that the Parish Council may email them and comment how the village is being affected.

Sue informed the Parish Council that without the Horizon system the Post Office is unable to do anything; issue money, receive parcels, send parcels, receive money or cheques, and unable to do pensions and allowances.

Cllr M Finney suggested that we may copy in Andrew Reid and Ray Herring to any of our correspondence.

I Castle commented that some time ago he had a similar situation and he wrote to the head of BT businesses.

J Castle asked if the Post Office were helping to sort the problem.

Sue replied that the Post Office were not being particularly helpful,

J Castle said that seems such a shame as the village fought so hard to keep the Post Office.

Sue assured the Parish Council and the members of the public that she would keep us informed of any progress with rectifying the problem.

Sue Snowdon reported also that work had begun on Unicorns 2; both she and the Bakery were concerned about the level of work being undertaken and the amount of noise coming from the house.

Cllr M Finney said that the Council would look to see what had been approved on the planning application.

Cllr A Macro thanked everyone for attending and their comments.

## MINUTES

### **1. Reports from Representatives**

1. County Councillor Andrew Reid.

Apologies sent but a written report was submitted.

2. District Councillor Ray Herring

Absent and no report sent.

### **2. Apologies for absence:**

Cllr I Thornton, Cllr J Howard, Cllr J Robinson and Cllr P Smith

### **3. Declarations of interest:**

None

### **4. Applications for dispensation:**

None

### **5. It was unanimously agreed that the minutes of the 201<sup>st</sup> Parish Council Meeting held on Wednesday 14<sup>th</sup> September 2016.**

Typo – need to remove a ‘t’ from ‘tin’.

### **6. Matters arising from the 201<sup>st</sup> Parish Council Meeting held on 14<sup>th</sup> September 2016.**

When was Chris Green going to complete the work on the recreation ground?

The Clerk would try to contact Chris and ask.

The new LED lights on the recreation ground should be completed soon; Bayfields were waiting for the parts to arrive.

Cllr P Smith would be producing a report about the Flower Show meeting for the next Parish Council meeting.

### **7. Finance**

7.1 The Council received, noted and approved the cheques and balances from 1<sup>st</sup> September – 30<sup>th</sup> September 2016.

7.2 The Council received, noted and approved the quarterly accounts from July – September 2016.

### **8. Planning**

#### **DC/16/3750/FUL – 104 Front Street, Orford**

This was a request to erect a single storey extension to the existing dwelling. The work would also include forming an off street car parking space and level access to the property. The owner suffers from MS and uses a wheelchair daily. These proposals are to make the property accessible for the owner.

The Councillors had no objection to this proposal.

#### **DC/16/3878/FUL – Glebe Cottage, Rectory Road, Orford**

This was a request to erect a single storey rear extension incorporating area occupied by existing conservatory (to be demolished). This application amends proposals previously approved under DC/15/0807/FUL.

Cllr M Golder commented that this was at the back of the house overlooking the fields.

The Councillors had no objection to this proposal.

#### **DC/16/3937/TPO – 10 Castle Close, Orford**

This was a request to reduce by 60% and shape a Holm Oak as the tree dominates the South East facing garden.

Cllr R Mallett said that this work is being completed by an experienced tree surgeon.

The Councillors had no objection to this proposal.

**DC/16/3473/LBC – 45 Daphne Road, Orford**

This was a request to replace the existing windows and replacement of the back door with a new stable door.

The Councillors had no objection to this proposal.

**9. Parish Council Business:-**

**(1) Play equipment inspection**

Cllr A Macro reported that the annual inspection of the play equipment on the recreation ground had taken place. The new multiplay had failed the inspection due to the possibility of children being able to climb onto the decorative part at the very top. This would mean that they may fall a considerable way which was above EN1176 recommendations.

Cllr M Finney said that this piece of equipment should have been sold fully compliant with all the regulations.

The Clerk reported that she had been in touch with Sovereign and was awaiting a reply.

It was agreed by the Council to fence off and put up notices to keep children away from the multiplay until a solution could be agreed.

**Cllr M Golder agreed to ask A Golder (groundsman) to fence off the multiplay the next morning.**

**(2) Lime tree, Quay Street**

Cllr A Macro read out an email received from the Tree GP. He requested permission to reduce the size of the Lime tree by 30%. The Clerk had contacted Nicholas Newton the SCDC Tree Officer who stated that the work did not need to be completed but if the Parish Council wished to do so, it could.

Cllr A Macro read out an email from Mrs Tristem which stated as the tree belonged to the Parish Council she would not be paying for the work to be completed, but she wished for her tree specialist to complete the work not our approved tree specialist.

Cllr M Finney stated that Mrs Tristem could not choose who works on our trees.

Cllr A Macro reported that Elite had trimmed the tree away from Mrs Tristem's house and they did not feel that it required reducing by 30%.

It was agreed by all to ask Elite to return and quote to reduce the tree.

**Clerk to contact Elite and request a visit.**

**(3) Bushes/plant near the bus shelter on Munday's Lane**

Cllr A Macro read out a quote from N Smy to remove the bushes and plants near to the bus shelter. The quote was for £150.

Cllr R Mallett said that the roots would be removed and also a trim to the trees around the small pond near the village sign.

Cllr M Smy asked if where the roots were removed could be sown with grass to create a path so the children leaving the recreation ground did not need to walk in the road.

The quote for £150 was agreed by all the Councillors.

**(4) The Village Voice**

Cllr A Macro read out a section of the latest copy of the Village Voice which stated that the parishioners of the village should look into how the Council spends the village money.

Cllr A Macro read out a suggested response to this:

In response to the Village Voice published October 2016.

Orford & Gedgrave Parish Council's main source of income is the precept, which is a percentage of the council tax paid by the village inhabitants. Each year our accounts undertake two audits, an internal audit by Heelis & Lodge, and an

external audit by BDO. This ensures that every penny we spend is legal. The Parish Council has very different rules to the NOTT on how their money may be spent. We are not allowed, for example, to subsidise a business; although we are permitted to give a donation to the Church for the clock and the upkeep of the churchyard.

Each year, following both audits, we have a notice placed in the board outside the Town Hall inviting people to view the accounts. Our ends of year accounts are also available to view at the Annual Parish Meeting every May, this is open to everyone to attend, and at which our Treasurer is present, who is willing to answer questions.

Cllr I Thornton had sent in an email and requested that the completed Village Voice should be sent to both Clerks to check before it goes to printing.

Cllr A Macro informed the Councillors that the editor of the Village Voice had sent in an email stating that he was resigning.

It was agreed that the response to the Village Voice comment should be sent and that the post of editor should be advertised.

**Clerk to talk to NOTT Clerk re advert.**

#### **(5) Telephone/internet banking**

Cllr A Macro reported that the problem we have at the moment is if we need some information from the bank they will not communicate with the Clerks or the Treasurer. It has to be one of the signatories. She has personally spent a lot of time on the phone waiting to talk to someone. Cllr A Macro said that when she and Cllr D Brenchley went into the bank to sort the signatories mix up, they enquired about the possibility of telephone or internet banking. The bank explained that this can be completed but would need two of the signatories to make an appointment at the bank to sort this.

Cllr M Golder was amazed that this was not already in place.

Cllr M Finney said that this was a good idea.

Cllr M Iliff suggested that we should ask Val (the Treasurer) her opinion about this.

Cllr M Golder said that everything is much better and efficient online.

All the Councillors agreed to look into the possibility of telephone/internet banking.

**Clerk to contact Treasurer to ask her opinion.**

#### **10. Correspondence**

#### **11. Items for next meeting:**

Orford General Stores – community asset register

#### **12. Date of next meeting: 09/11/16 at 7.00pm**

**Meeting closed at 8.10pm.**

Signed \_\_\_\_\_ (Chairman)                      Date \_\_\_\_\_