

ORFORD & GEDGRAVE PARISH COUNCIL
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Minutes of the 209th meeting of Orford & Gedgrave Parish Council
held on Wednesday 14th June 2017 at 7.00pm in the New Room of the Town Hall

Present: Cllr Anne Macro
Cllr Richard Mallett
Cllr Peter Smith
Cllr Ian Thornton
Cllr James Robinson

Cllr Derick Brenchley
Cllr Mary Iliff
Cllr Jonnie Howard
Cllr Michelle Golder

In Attendance, Marie Backhouse (Clerk).

Opening remarks

Public Forum

There was 0 members of the public.

MINUTES

1. Reports from Representatives

1. County Councillor Andrew Reid.
A report was circulated to all Councillors.
2. District Councillor Ray Herring
Absent and no report sent.

2. Apologies for absence:

Cllr M Finney, Cllr M Green & Cllr M Smy

3. Declarations of interest:

Cllr R Mallett & Cllr I Thornton – Sports & Social club, Fun Day & A-Board
Cllr A Macro & Cllr D Brenchley – Country Market, A Boards
Cllr M Golder – Groundsman & Supplier to Orford General Stores

4. Applications for dispensation:

None

5. It was unanimously agreed that the minutes of the 208th Annual General Meeting held on Wednesday 10th May 2017 and the F&GP meeting held on the 31st May 2017 be accepted as a true record.

6. Matters arising from the 208th Annual General Meeting held on 10th May 2017 and the F&GP meeting held on the 31st May 2017.

Cllr I Thornton commented that the Fish & chip van had now paid his arrears, and he has agreed to pay monthly from now on.
Cllr M Golder read out some of the dates from the timeline that the Clerk had produced regarding the history of the Fish & Chip van. In 1999 & 2000 the income went to the NOTT. It was also suggested that the Fish & Chip man had mentioned he may get a Street Licence, which would enable him to park anywhere in the village.

Cllr P Smith said that this would have objections from residents and businesses, if he was to park anywhere.

Cllr M Golder reported that the Clerk had undertaken some investigation work and it would appear that the Fish & Chip cart does not pay for the other village sites he uses.

Cllr M Iliff commented that NOTT & OGPC were as one, and shared the bank accounts; therefore the money may well have been for the OGPC not the NOTT.

Clerk to check the bank account details in the past.

Cllr I Thornton asked how the paperwork was progressing regarding the first registration of the Castle track.

Cllr M Iliff suggested that this may alert any other claimant to that area.

Cllr M Golder said that some time ago 50% of the income from the site was paid to English Heritage. If we are claiming adverse possession there is a lot of evidence needed for this going back at least 20 years including statements of truth.

Cllr J Howard said that we should leave the situation as it is at the moment if it is sorted.

Cllr I Thornton commented that we should continue with the first registration.

Cllr D Brenchley suggested that we should include the Knoll in the registration.

Cllr A Macro reported that English Heritage objected last time, as they suggested it was part of the Castle curtilage.

Clerk to research first registration

Cllr I Thornton asked Cllr J Howard how the meeting with Mr Pinney went.

Cllr J Howard replied that having spoken with Mr Pinney's son it was agreed that the front of the old Castle Estates looked tatty. There are no plans at the moment to undertake any building work there.

Cllr I Thornton asked what had been decided about 2 Unicorns.

Cllr J Howard reported that it was decided to stand by our first decision of 'no objections'.

Cllr I Thornton asked if we could add to our comments, when we respond to the planning department, that we note the neighbours may be overlooked.

Cllr P Smith suggested that the neighbours being overlooked is not our concern, we act on the village as a whole.

Cllr J Howard suggested that they write to us again if it has to go to committee due to an objection. At the moment overlooking is one of the least objections a committee looks at. When the Clerk responded to the planning committee, she went with the majority that had replied. This was to stand by our first decision of no objection to this proposal.

Cllr M Golder read out an email concerning the minutes from Cllr M Finney. This was concerning the Enabling Development and the wording in the paragraph relating to this. It was agreed that as Cllr M Finney was not present at the meeting the minutes should remain the same.

Cllr I Thornton asked on the progress of the recreation ground track.

Cllr M Golder said that at the last meeting we were verbally informed that the Sports & Social Club were willing to make a donation to the recreation ground track; after contacting the Club we were told that there was no donation but they may hold a fund raising event to help with the cost. The tennis group were contacted too; they have also said that they are unable to offer any donation.

Diana Paterson said that there is no tennis club but just a group of people who enjoy playing tennis. The courts need resurfacing so they are currently trying to gather enough money to have this work completed.

Cllr A Macro commented that the Recreation Ground charity insures the tennis courts, and the group pay £10 per month towards this cost.

Cllr J Howard reported that the lights on the tennis courts are redundant; they have not worked for some time.

Cllr I Thornton asked if the tennis group should pay a rent as the land belongs to the Parish Council; this could be claimed as adverse possession.

Cllr J Howard commented that the group wished to have access to the toilet facilities in the hut.

Cllr M Iliff said that the Sports & Social Club and the tennis group all used to be one body.
Clerk to look into the history of the Tennis Courts.

7. Finance

7.1 The Council received, noted and approved the cheques and balances from 1st May – 31st May 2017.

8. Planning

No planning

9. Parish Council Business:-

(1) Appointment of PC Advisor/Staff Appraisal - Personnel

Cllr M Golder suggested that the Clerk is the line manager for the Groundsman and the Street Cleaner; therefore she should undertake their appraisals. The Clerks appraisal should be undertaken by the Chair and one other.

Cllr P Smith asked who our independent advisor for employment issues would be.

Cllr M Golder suggested that as we subscribe to SALC & LCPAS we use them.

This was agreed by all.

(2) Re-adoption of the Complaints Procedure Policy

Cllr M Golder asked if all the Councillors were happy to have the Complaints Policy re-adopted.

This was agreed by all.

(3) Village Pump

Cllr M Golder reported that some time ago we received a donation towards the renovation of the village pump area. The area has been sprayed and is ready to have the area dug out and the top soil placed in. Nathan Smy thought it was agreed that we were going to place roses in the area, but this had not been agreed at a meeting.

Cllr D Brenchley suggested that we place an evergreen plant called 'Euonymus' and he would be willing to maintain these when necessary.

This was agreed by all.

It was suggested that a letter of thanks be sent to the couple that donated the money, and return to them any money that was not spent. This was agreed by all.

(4) Recreation ground fence

Cllr M Golder read out a quote from Kiwi to replace some of the fence posts and a small trellis alongside the recreation ground at a cost of £320.

This was agreed by all.

(5) Gazebo outside the shop

Cllr M Golder asked if everyone had seen the new gazebo outside the shop.

Cllr P Smith commented that he had seen it and it is attractive and looks good.

All the Councillors were happy with the new gazebo.

(6) Footpath – Town Farm Estate

Cllr R Mallett reported that he had attended a meeting with some of the residents in Town Farm Estate to discuss the trees. The lady also wished to discuss the closure of the footpath that runs from the corner of Town Farm Estate to the back of Peacocks Pyghtle. She commented that this was not used by many people and

therefore could not see the point of the footpath. Cllr R Mallett commented that the footpath had been there for several years and was used.

Cllr I Thornton said that the closure of the footpath was not in our remit; this was agreed by all.

(7) Attendance – APM change of date

Cllr M Golder reported that there was a low attendance of Councillors at the APM, which was quite embarrassing; therefore should we consider changing the date of the APM.

Cllr M Iliff said that it had been moved to the bank holiday as there may be more people in the village.

Cllr I Thornton suggested that the APM be tagged onto the NOTT meeting in May.

Cllr J Howard proposed that we have a 6.00pm NOTT meeting in May, followed by a 7.00pm APM; this was seconded by Cllr P Smith and agreed by all.

(8) Ice cream bike and trailer – update

Cllr M Golder asked if anyone had seen the new ice cream bike and trailer at the Castle. Cllr M Green commented by a telephone message that she was concerned about the large banner.

Cllr A Macro said that complaints had been received before about the banner; her ice cream cart is only permitted to be there for 3 hours as she has no refrigeration unit it is only a keep cool box.

Cllr I Thornton informed the Councillors that occasionally there is a table and chairs on the village green near the car park.

The Councillors all agreed that the bike would be fine.

Clerk to reply to ice cream vendor.

(9) Street Cleaner & Groundsman timesheets.

Cllr M Golder commented that at present the Groundsman and the Street Cleaner complete weekly time sheets. This takes time to complete; do we need to continue with them? Each week they have almost the same thing written on them.

Cllr I Thornton suggested that they submit a start and finish time, and the hours completed.

Cllr J Robinson said that the Quay Warden has a much smaller time sheet. It was agreed to change to that timesheet.

Clerk to organise timesheet.

(10) Village Feast – resignation of co-ordinator

Cllr M Golder reported that the organiser of the village feast had resigned; does the PC wish to organise this?

Cllr J Howard suggested we ask the Kings Head if they wished to organise something.

Cllr M Golder suggested that they have should hold an event on the recreation ground in the evening.

Cllr A Macro said that it would cost a lot to insure the marquee on the recreation ground.

Cllr I Thornton said it would be difficult to police the event at the recreation ground.

Cllr J Howard asked if the only policing on the market square was to organise the closing of the square, putting up of tables and flags.

It was agreed by all to offer the village feast to the Kings Head.

(11) Signs on the village greens – increase in the amount of a-boards

Cllr M Golder commented that in an email that was received in the office it stated that the amount of a-boards and signs was beginning to increase.

Cllr I Thornton said that some of the signs are in place all the time.

Clerk to contact the retailers with signs and ask that they are removed after the event and only in place to advertise an event a week in advance.

10. Correspondence

- **Orford Sports & Social Club**

Cllr M Golder read out a letter from the Sports & Social Club requesting permission to hold a Fun Day on the recreation ground on the 1st July.

It was agreed by all to allow the Fun Day on the recreation ground.

Clerk to contact the Sports & Social Club.

- **Seafarers UK**

Cllr M Golder read out a letter from the Seafarers re flying a flag.

It was agreed by all to defer this to the NOTT meeting next week.

Clerk to pass on information to the NOTT Clerk.

- **Orford Flower show**

Cllr M Golder read out an email from the Flower Show regarding permission to hold a tug of war competition on the recreation ground on the day of the Flower Show.

All the Councillors agreed to this as long as the relevant insurance was in place and the Health & Safety rules are followed.

Clerk to contact Stephen Worrall.

Cllr P Smith asked permission to fix the Rectory Road sign in Ferry Road as it had been broken for some time.

All agreed that he should go ahead and fix the sign.

Cllr M Golder reported that we have 4 parking restriction signs in the office. We are aware that one needs to be placed on the wall in Munday's Lane, but where should the others be placed.

Cllr J Howard said he would walk round the village and look at possible sites for the signs.

Cllr P Smith asked if the signs could be placed near the shop as it is a dreadful obstruction.

Cllr M Golder replied that those lines are double yellow and not a single yellow.

Cllr J Robinson asked for a vote of thanks to be minuted to Cllr A Macro for all her hard work and commitment to the Parish Council during her role as Chair. This was agreed by all.

11. Items for next meeting:

12. Date of next meeting: 12/07/17 at 7.00pm

Meeting closed at 8.27pm.

Signed _____ (Chairman) Date _____

IN CAMERA
The meeting commenced at 8.28pm

1. It was unanimously agreed that the In camera minutes of the 208th Annual General Meeting held on Wednesday 10th May 2017 be accepted as a true record.

Meeting closed at 8.32pm

Signed_____ (Chairman) Date_____