

**ORFORD & GEDGRAVE PARISH COUNCIL**  
**The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ**  
**Tel: 01394 459172, E-mail: orfordtownhall@btconnect.com**

**Minutes of the Annual meeting (218<sup>th</sup>) of Orford & Gedgrave Parish Council held on  
Wednesday 9<sup>th</sup> May 2018 at 7:00pm in the New Room of The Town Hall**

Present: Cllr Michelle Golder	Cllr Peter Smith
Cllr Margaret Green	Cllr Mary Iliff
Cllr James Robinson	Cllr Matthew Smy
Cllr Anne Macro	Cllr Derick Brenchley
Cllr Jonnie Howard	Cllr Richard Mallett

In attendance: Marie Backhouse – Parish Clerk, & Judith Golder – Treasurer. There were 0 members of the public present.

**Welcome by the Chairman**

- 1. Election of Chairman for 2018/19 and Signing of Declaration of Acceptance of Office**  
Cllr M Golder asked for nominations for Chairman. Cllr P Smith proposed that Cllr M Golder remained as Chairman; this was seconded by Cllr J Howard and Cllr J Robinson, and agreed by all.  
Cllr M Golder was duly **elected** as Chairman and the Declaration of Acceptance of Office was signed and witnessed by the Clerk.
- 2. Election of Vice Chairman for 2018/19 and Signing of Declaration of Acceptance of Office**  
Cllr M Golder asked if Cllr D Brenchley would consider remaining in this position or whether he wanted to change. Cllr J Howard proposed that Cllr D Brenchley be the Vice-Chairman, this was seconded by Cllr A Macro and agreed by all. Cllr D Brenchley was duly **elected** as Vice Chairman and the Declaration of Acceptance of Office was signed and witnessed by the Clerk.
- 3. Public Forum**  
There was 1 member of the public.
- 4. Reports from Representatives**
  - 1) Report by County Councillor Andrew Reid**  
Andrew Reid sent his apologies and submitted a report.
  - 2) Report by District Councillor Raymond Herring**  
Absent and no report submitted.
- 5. Apologies for absence**  
Cllr I Thornton
- 6. Applications for dispensations**  
None
- 7. Declarations of interest**  
Cllr M Golder – Planning application for Raydon Hall Farm
- 8. To Consider and Approve the draft minutes of the 217<sup>th</sup> Parish Council meeting held on Wednesday 11<sup>th</sup> April 2018.**  
The minutes were agreed by all the Councillors.  
Cllr P Smith suggested adding the word ‘issues’ after parking concerns in the village.

**9. Matters arising from the 217th Parish Council meeting held on 11<sup>th</sup> April 2017.**

Cllr M Golder confirmed that a meeting had been arranged with Mr Loveridge to discuss parking issues within the village.

Cllr J Howard said that he had collected information from the Clerk concerning the village greens and Highways department but was struggling to find anyone whom he could talk to.

Cllr J Howard to meet with the Clerk to discuss the progress so far.

Cllr J Howard and Cllr P Smith are attending An Introduction to Neighbourhood Plans, seminar in Ipswich.

**10. Treasurer's report**

**10.1. Cheques and balances from 1<sup>st</sup> – 30<sup>th</sup> April 2018.**

The Council received, noted and approved the cheques and balances from 1<sup>st</sup> April – 30<sup>th</sup> April 2018.

**10.2. Parish Council Insurance Renewal**

Cllr M Golder reported that the insurance renewal had been received from Ecclesiastical – the cost of which was £713.36. This has been an increase of £72.78 from last year.

This payment was proposed by Cllr J Robinson and seconded by Cllr M Golder and agreed by all the Councillors.

**11. Planning report**

• **DC/18/1608/TCA – 1 St Bartholomew's Churchyard, High Street, Orford**

This was a request to reduce the crown overhanging the property back to the boundary of an Oak standing in the churchyard.

Cllr R Mallett said he had been to look at the tree and if the work was being completed by a reputable firm, he could foresee no problems.

The Councillors had no objections to this proposal.

• **DC/18/1623/FUL – 1 Ipswich Road, Orford**

This was a request for a single storey house extension in position of existing car port and garage, and alterations.

Cllr J Howard said that the intention is to erect an extension where the current garage is.

Cllr P Smith asked if there was an external entrance to this extension.

Cllr J Howard replied that there was a door and a window in the extension.

Cllr P Smith asked if this could be used as an independent property.

Cllr J Howard said that it was part of the bungalow.

The Councillors had no objection to this proposal.

• **DC/18/1721/FUL – Raydon Hall, Raydon Lane, Orford**

This was a request for the erection of a general agricultural building.

The Councillors said there was no need to discuss the application as it was a general farm building therefore the Councillors had no objection to this proposal.

• **DC/18/1571/LBC & 1570/ADN – Jolly Sailor Inn, Quay Street, Orford**

This was a request for non-illuminated advertisement consent – fascia sign to read “The Jolly Sailor” to replace existing lettering on front elevation.

Cllr J Howard said that this was a request to replace the existing sign with a more prominent sign.

The Councillors had no objection to this proposal.

**Planning Notifications**

## **12. Parish Council Business**

### **12.1 Renewal of preferred contractors.**

Cllr M Golder suggested that we continue to use Mark Thacker as a handyman for the Parish Council. After some discussion it was agreed by all to use Elite and Native Gardens as our preferred tree contractors.

Suffolk Coastal Norse would continue to cut the grass on the village greens and the recreation ground.

The preferred handyman, tree contractors and grass cutters were proposed by Cllr J Howard and seconded by Cllr J Robinson and agreed by all.

### **12.2 Parish Council Representatives on outside bodies.**

Cllr M Golder asked if the current Recreation Ground Management Committee representatives would continue their role for the next year; the representatives being Cllr A Macro, Cllr M Smy, Cllr M Green and Cllr M Golder.

This was agreed by all.

We currently have no SALC representative.

### **7.20pm Cllr M Iliff arrives.**

### **12.3 Alde & Ore update from Cllr P Smith**

Cllr P Smith attended the Alde and Ore Estuary Partnership (AOEP) meeting on the 24<sup>th</sup> April 2018 on behalf of the Orford and Gedgrave Parish Council.

He noted that at this meeting discussion broadly fell into two main categories, The Estuary Plan and Funding for the Estuary plan, which included discussion of the possibility of Enablement Development as source of revenue.

Within the discussion the idea was put forward of a contribution from the Parishes by creating an extraordinary Parish Precept of £50:00 per household per year to help fund flood prevention. The legal liability of members of the AOEP was discussed at the AOEP meeting. It was felt that this was different for elected members representing Parish Councils on the AOEP compared with the volunteer members of the AOEP. The latter group may need to obtain their own indemnity insurance.

The AOEP discussed and are seeking legal advice from Birketts re the possibility/existence of uplift profits for landowners involved in enablement planning/development.

Sir Edward Greenwell, Chair of the AOEP, called a meeting of the Chairpersons of the local Parish Councils to discuss the Estuary Plan, flood prevention and it's funding on the 26<sup>th</sup> of April 2018. Cllrs Golder and Thornton represented the Orford and Gedgrave Parish Councils at this meeting.

The next meeting of the AOEP is scheduled for the 18<sup>th</sup> July 2018.

Cllr M Golder said that no votes were taken at the Chairperson meeting on the 26<sup>th</sup> April 2018, no documents were agreed. The additional £50 on the precept was an idea, not agreed, it was suggested that this would need to be taken to the villages to see the views of everyone. Holiday cottage companies would be approached to contribute.

Cllr J Robinson said that the money raised here in the village should be spent here on our defences.

Cllr P Smith asked if the Parish Council could ask for a financial statement from the AOEP every 6 months.

Cllr M Iliff said that all the sections of the AOEP are quite complicated.

Cllr P Smith asked if the Parish Council have a definite opinion or view? Do we support the Estuary Plan? Are we in a position to say?

Cllr J Howard replied that he needed to understand this better; how many contractors, when will they start etc. 3.3 meters is the required level for the defences. Regarding the money, how is it to be paid etc. What people pay should be on the value of their property. More details are needed before a decision can be made.

Cllr M Iliff commented that the AOEP minutes are incorrect, which does not assist when more information is required.

Cllr M Golder asked if all the Councillors agreed that something needed to be done to the

defences.

Cllr P Smith said that work has started on the defences at Snape and Aldeburgh.

Cllr J Robinson asked who was paying for Aldeburgh as they were not contributing.

Cllr P Smith commented that he had been approached to join the precept committee.

Cllr J Howard said that the precept increase needs to go on the ability to pay.

Cllr M Smy said it was important for each Parish Councillor to fully support the precept increase.

Cllr P Smith asked if the Parish Council would be fighting against the increase in precept.

A vote was taken and 8 Councillors agreed that Cllr P Smith should attend the precept committee to state that Orford & Gedgrave are not in favour of the precept increase.

#### **12.4 Standing Orders**

Cllr M Golder said that a new part of the Standing Orders had been published by SALC, this included a paragraph about data protection.

Cllr R Mallett proposed that we adopt the new Standing Orders and this was seconded by Cllr D Brenchley and agreed by all.

#### **12.5 Data Protection update.**

Cllr M Golder informed the Councillors that a bill had been sent to the Houses of Parliament concerning the Parish Councils requirement not to employ a Data Protection Officer. The decision is being discussed; if we do not need to I suggest that we still employ someone for a year to make sure we are adhering to the rules.

More updates will follow at the next meeting.

### **13. Correspondence**

- **Luke Hall – Boot camp sessions**

Cllr M Golder read out an email from Luke Hall concerning boot camp fitness sessions on the recreation ground. He will be bringing his own equipment and the sessions will be held on a Saturday.

Cllr M Smy said that encouraging people to keep fit reduces the burden on the NHS.

Cllr J Robinson suggested that we allow Luke Hall to run the fitness sessions for six months. This was agreed by all.

**Clerk to contact Luke Hall.**

- **Alec Sexton –Thank you**

Cllr M Golder read out a letter from Alec Sexton thanking the Parish Council for sorting the problem with the trees near the village pond.

- **Mark Bridges – Quay Street Trees**

Cllr M Golder said that she had received some emails from residents of Quay Street who were unhappy with the new trees that had been sponsored in Quay Street.

Cllr R Mallett said that it would be several years before these trees reached their maturity.

Cllr M Iliff stated that in 2008/09 residents were informed of any changes in the trees.

Cllr M Golder reported that on the 18/12/18 a resident of Quay Street said that she was happy with the new trees near her property.

Cllr M Iliff commented that when Cllr D Wornes memorial tree was planted, people were contacted and they supported it.

Cllr P Smith suggested that we should not move the trees.

Cllr D Brenchley said that the trees are for the community.

Cllr R Mallett said that Elite, Suffolk Coastal Norse and Native Gardens were all consulted about the decision for the tree species and positions.

**Clerk to draft a reply to the residents of Quay Street.**

Cllr M Golder said that a complaint had been received from a resident in Quay Street concerning the grass cutting completed by Suffolk Coastal Norse. The Clerk met with the man who cuts the grass on behalf of Suffolk Coastal Norse and he told her that he feels very intimidated by the way in which this resident looks at him and the way in which she communicates with him.

**It was agreed that Cllr M Golder and Cllr J Howard meet with the resident of Quay Street also the Clerk should contact Suffolk Coastal Norse.**

Cllr M Golder commented that 2 emails had been received in the office concerning the parking issues in Munday's Lane and Broad Street. There was also a campervan spent Sunday night on the recreation ground near the hut. Cllr M Golder and the Clerk are meeting with Mr Loveridge to discuss ways in which to alleviate the parking issues.

Cllr J Howard asked if we may place a parking ticket on the cars that park in obstructive places; also are we able to have the ruts on the village green in Broad Street sorted.

Cllr M Golder said that the ruts in the grass would be sorted soon.

Cllr J Howard to meet with the Clerk to discuss the village greens.

- 14. Items for the next meeting**  
**Barts Hall Village Green**  
**Co-option of a Councillor**

- 15. Date of next meeting: 13/06/2018**  
**Annual Parish Meeting: 16/05/2018**

**The meeting closed at 8.25pm**

**Signed:..... Chairman**

**Date:.....**

**IN CAMERA**  
**The meeting commenced at 8.26pm**

**1. To approve the end of year accounts for the Parish Council**

Cllr M Golder asked if anyone had any issues with the accounts which had been approved by the F&GP committee.

Cllr D Brenchley proposed that the accounts be approved, this was seconded by Cllr P Smith and agreed by all.

**2. Section 1 & 2 of the Audit**

Cllr M Golder asked if the Councillors were in approval of Section 1 & 2 of the internal audit paperwork for LCPAS.

This was agreed by all.

**3. To consider and approve the F&GP minutes of the 2<sup>nd</sup> May 2018.**

These were approved and agreed by all the Councillors

**Meeting closed at 8.30pm**

**Signed:....., Chairman**

**Date:.....**