

**ORFORD & GEDGRAVE PARISH COUNCIL**  
**The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ**  
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**Minutes of the 228<sup>th</sup> meeting of Orford & Gedgrave Parish Council**  
**held on Wednesday 15<sup>th</sup> May 2019 at 7.00pm in the New Room of the Town Hall**

Present: Cllr Michelle Golder	Cllr Anne Macro
Cllr Richard Mallett	Cllr Scott Backhouse
Cllr Matthew Smy	Cllr Frances Barnwell
Cllr Peter Smith	Cllr Jonnie Howard
Cllr Margaret Green	

In Attendance, Marie Backhouse (Clerk)

**MINUTES**

**Welcome by the Chairman**

**1. Election of Chairman for 2019/20 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 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 2019/20 and Signing of Declaration of Acceptance of Office**

Cllr J Howard asked if Cllr P Smith would consider this position. Cllr J Howard proposed that Cllr P Smith be the Vice-Chairman, this was seconded by Cllr A Macro and agreed by all. Cllr P Smith 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 0 members of the public.

**4. Reports from Representatives**

1. County Councillor Andrew Reid.  
No report and apologies sent.

2. District Councillor Ray Herring

Ray Herring submitted a report and summarised the main points. There has been a change of leadership at East Suffolk, he is stepping down after leading for 20 years.

Cllr Howard congratulated him on his long service at the Council.

Ray Herring apologised for not being able to attend the APM next week as it is the first East Suffolk meeting. There is some more integration to complete between the two Councils, it is a much larger area now. Many local/parish councils are short of Councillors. There has been a large investment of money in leisure facilities both in

Woodbridge and Leiston. This aids good health and wellbeing.

Cllr Smith asked if the new council formation will change the main aims of the Council?

Ray Herring said that the aim is the same to be an Enabling Council – ensuring resources, funding streams for various community facilities. Both Councils have been working together now for about 4 years, with half the meeting in Melton and half in Lowestoft. The aim is to have a Community Partnership – where representatives from District and Local Councils could meet to ensure local connections.

Cllr Golder thanked Ray Herring for attending.

**5. Apologies for absence:**

Cllr I Thornton

**6. Declarations of interest:**

Cllr Macro – Recreation Ground Charity – correspondence

Cllr Backhouse – Orford General Store – village green

**7. Applications for dispensation:**

None

**8. It was unanimously agreed that the minutes of the Extraordinary meeting held on the 1<sup>st</sup> May 2019 be accepted as a true record. The minutes of the 227<sup>th</sup> Parish Council meeting held on the 10<sup>th</sup> April 2019 required some amendments and would be presented at the next meeting for approval.**

Cllr Smith, commenting on the record of the public forum, expressed concern that it might be legally risky to quote in the Parish Council official written minutes, an apparent direct quotation from another private non minuted meeting. The quotation appeared to be taken in isolation and out of possible context. The person quoted was named (the developer Mr George Wells) who himself was apparently quoting from a previous meeting he had with members of the PC. The private meeting was between Mr Wells and three residents who live adjacent to Mr Wells proposed new development. The PC did not know if Mr Wells knew he was being quoted directly at another meeting and that his apparent words would be minuted by the PC at a later meeting and indeed whether he had given permission for this to occur; and the PC did not know if the quotation was completely accurate.

Cllr Smith wondered if it was possible to include an account of the public forum in an appendix, as a compromise but making it clear they were not part of the official minutes of the PC.

Cllr Golder said that we should amend the piece of text to remove ‘Unfortunately – naughty’. This was agreed.

Ray Herring agreed, that this may be placed as an appendix.

Cllr Barnwell suggested that it should state that he is a Councillor.

Cllr Golder suggested that we amend this and present it at the next meeting.

**Clerk to contact SALC for advice.**

**9. Matters arising from the 227<sup>th</sup> Parish Council Meeting held on 10<sup>th</sup> April 2019 and the Extraordinary meeting held on the 1<sup>st</sup> May 2019.**

Cllr Smy asked about the reference to the CIL money.

Cllr Smith commented that it is not CIL money, it is a commuted sum, it comes during the development, probably in thirds. There is also a Community Affordable Housing Fund.

Ray Herring suggested that the Council should consider a Neighbourhood Plan – there is lots of work involved but it would enable the Council to have a greater influence on the planning in the village. There are many training sessions linked to this.

Cllr Smith said that there is a high cost for completing a Neighbourhood Plan.

Ray Herring said that there is funding available to assist with the Neighbourhood Plan. Local plans are revised every 5 years. There is pressure from the government to increase the number of houses.

Cllr Smith asked if Ray Herring could find out the cost to undertake a Neighbourhood Plan. Ray Herring agreed to look into the cost of completing a Neighbourhood Plan.

**7. Finance**

7.1 The Council received, noted and approved the cheques and balances from 1<sup>st</sup> April – 30<sup>th</sup> April 2019.

7.2 The Council agreed to continue with the Annual Subscription of ICO at a cost of £35.00.

7.3 Insurance renewal – the cost of the insurance last year was £713.36. This year we have received three quotes – Inspire -£723.64, Hiscox - £1,075.34, and Ecclesiastical - £791.89. It was proposed by Cllr Smith, seconded by Cllr Backhouse, and agreed by all to accept the quote from Inspire via Axa at a cost of £723.64.

7.4 An invoice had been received from the Recreation Ground Charity for the cost of the electric for the lights on the recreation ground. It was a cost of £20.78. It was agreed by all to pay this cost.

**8. Planning**

**DC/19/1810/FUL & 1811/LBC – The Saltings, Broad Street, Orford**

This is a request for alterations to the existing house, demolition of single storey seventies extension, erection of single and two storey extension to the rear of the property.

Cllr Golder commented that the Clerk had tried to get a time extension to the next meeting but been unable to.

Cllr Howard said that he had looked at the plans and the roadway and garage are to remain the same. It will make it a nice residence, although there will be some congestion in Broad Street.

The Parish Council had no objection to this proposal.

**Other notifications:**

The Clerk reported that 24 Potkins Lane and Chantry Cottage had there planning applications permitted.

**9. Parish Council Business: -**

**(1) Renewal of preferred handyman.**

Cllr Golder confirmed with all that we should continue to use Mark Thacker as our preferred handyman and Elite Tree Services as our preferred tree contractor. This was agreed by all.

**(2) Parish Council Representatives on outside bodies.**

Recreation Ground Management Committee – Cllr Macro, Cllr Golder and Cllr Green

SALC – Cllr Barnwell

Alde & Ore – Cllr Smith, and Cllr Barnwell as reserve.

**(3) Planning Sub-Committee**

Planning Sub-committee – Cllr Green, Cllr Mallett, Cllr Howard and Cllr Golder.

**(4) Updates – Friends Garage etc**

Cllr Smith reported that a letter had been received concerning the Community Asset Register that the PC has on the Garage, it is regarding the request for an appeal to remove the garage from the community asset register. This letter of appeal has been received out of the consultation period. This could mean that the development on the site may take longer. The tribunal date is the 6 June 2019. It was agreed that Cllr Smith and Cllr Golder should undertake writing a response and attending the tribunal on the 6/6/19.

**(5) General Power of Competence**

The Clerk read out some of the powers that the PC could have if it was to adopt the General Power of Competence. It was asked if this document could be emailed to the Councillors for reference.

**Clerk to email General Power of Competence paperwork to Councillors.**

Cllr Smith proposed that we adopt the General Power of Competence, this was seconded by Cllr Barnwell and agreed by all.

**(6) Village Green**

Cllr Backhouse said that he understood that the shop had some agreement with the PC towards the cost of repairing the village green area near the shop. Was it a good idea to put grass seed on this area before the summer, it would not have time to become established?

Cllr Golder replied that it is the responsibility of the PC to look after the Village Greens.

Cllr Backhouse asked if grass crete had been considered in that area.

Cllr Smy said that if trollies continue to be run over the grass, it will not recover.

Cllr Mallett commented that grass seed will take time, better to use turf on this area and use grass seed on the other areas that need patching up, e.g. the recreation ground.

Cllr Backhouse said that it is quite a large area as there is a footpath appearing across the green where people walk from their cars to the shop. Would it also be possible to find out what size gazebo was agreed for the outside of the shop?

**Clerk to check the size of gazebo.**

Cllr Golder said that a quote from Nathan Smy to repair the area of village green was around £200. Cllr Golder would provide the topsoil and the grass seed. Cllr Golder would also draft a letter to the shop informing them of the decision to repair the village green. This was agreed by all.

**10. Correspondence**

• **Parishioner – 20mph speed limit**

Cllr Golder reported that an email had been received concerning changing the speed limit from 30mph to 20mph within the village.

Cllr Howard said that this had been investigated before.

Cllr Green commented that this had been ongoing for some time, SCC Highways said that we did not require 20mph.

Cllr Howard said that a meeting had taken place with a representative from SCC Highways, and they are hoping to enforce the double yellow lines in the village later in the year.

Cllr Barnwell asked if we would like a lower speed limit?

Cllr Golder said that there are several things that we would like to put forward to the highways team, the safety of pedestrians near the church, permit holders for residents, and the speed limit.

Ray Herring commented that any enforcement would be through Norse, this will be difficult when it happens as people will receive tickets.

• **Recreation Ground Charity**

Cllr Golder read out a letter from the recreation Ground Charity Committee requesting £1,000 from the Sport-space fund. Ray Herring has already donated £1,500 and they have raised £1,200.

It was agreed by all to ask the Sport-space fund for the additional £1,400 required to complete the necessary work on the floodlights over the Tennis Courts.

**11. Items for next meeting:**

**12. Date of next meeting: 12/06/19**

**Meeting closed at 20.44.**

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