

ORFORD & GEDGRAVE PARISH COUNCIL
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Minutes of the 230th meeting of Orford & Gedgrave Parish Council
held on Wednesday 10th July 2019 at 7.00pm in the New Room of the Town Hall

Present: Cllr Michelle Golder	Cllr Anne Macro
Cllr Richard Mallett	Cllr Mary Iliff
Cllr Ian Thornton	Cllr Scott Backhouse
Cllr Margaret Green	Cllr Frances Barnwell

In Attendance, Marie Backhouse (Clerk)

Opening remarks

MINUTES

1. Reports from Representatives

1. County Councillor Andrew Reid.

Andrew Reid summarised his written report.

- Electrical charging points for members of the public
- Foster carers are needed in Suffolk
- Funding of local bus routes

Andrew Reid left the meeting at 19.17.

2. District Councillor Ray Herring

Absent and no report received.

2. Apologies for absence:

Cllr P Smith, Cllr J Howard & Cllr M Smy

3. Declarations of interest:

Cllr Thornton – friend of 85 Pump Street, correspondence.

4. Applications for dispensation:

None

5. It was unanimously agreed that the minutes of the 229th Parish Council Meeting held on Wednesday 12th June 2019 be accepted as a true record.

6. Matters arising from the 229th Parish Council Meeting held on 12th June 2019.

Cllr Golder informed the Councillors that the Kings Head was asked about the outside bar for the village feast but are unable to undertake this due to staffing numbers. It has been suggested that the outside bar be run by us with the profit to go to the VE Day celebrations next year.

Cllr Thornton commented that Adnams brewery loan out chillers etc for outside bars.

Clerk to contact Adnams re chillers & Kings Head re plans for the evening.

Cllr Mallett said that the Sports & Social Club are considering taking over the Suffolk Day next year.

7. Contributions by members of the public.

None

8. Finance

7.1 The Council received, noted and approved the cheques and balances from 1st June – 30th June 2019.

7.2 The Council received, noted and approved the quarterly accounts to the end of June.

7.3 Internal Audit report

The Clerk informed the Councillors of the internal audit report, which they had all received a copy. Some items had been highlighted for action, updating of the Standing Orders, implementation of the Internal Control statement, invoices to be authorised by 2 people, clear financial audit trail, adopt various GDPR policies.

7.4 Change of signatory – it was agreed by all that Cllr Thornton should replace Cllr Brenchley as a signatory to the bank accounts.

9. Planning

DC/19/2407/FUL & 2408/LBC – 87 Market Hill, Orford

This was a request to partially demolish the later single storey extensions to the listed cottage and rebuild as the approved scheme using the reclaimed materials, fir 7 photovoltaic panels in the roof valley between two parallel wings, form two fenced areas to enclose air source heat pumps for cottage and smokehouse which will also hide bins, demolish the unlisted smokehouse and re-erect as the approved scheme using reclaimed materials from the demolition – matching brickwork, roofing and detailing.

The Councillors had no objection to this proposal but are unhappy re the amount of traffic in Baker's Lane.

Other notifications:

10. Parish Council Business: -

(1) Adoption of Disciplinary Procedure, Grievance Procedure, Volunteer Policy, Memorial Bench Policy and Equal Opportunities Policy.

Cllr Golder said that these are the same with amendments to the prices of the benches in the Memorial Bench Policy.

Cllr Mallett proposed that the Council adopt these policies, this was seconded by Cllr Backhouse and agreed by all.

(2) Adoption of the Suffolk Code of Conduct

Cllr Barnwell proposed that the Council adopt the Suffolk Code of Conduct, this was seconded by Cllr Thornton and agreed by all.

(3) Adoption of the Statement of Internal Control

Cllr Golder explained that this statement has been advised by SALC in our Internal Audit. It was agreed by all to adopt this statement and for Cllr Backhouse to liaise with the Treasurer re the financial representative.

(4) Friends Garage update

Cllr Golder reported that everyone has a copy of the packs handed out at the meeting last week, which was attended by H Cole and I Watkins. This is a copy of the plans as they stand now. Finer details of the Community Interest Company were not discussed.

Cllr Mallett suggested that we should ask H Cole and I Watkins to attend PC meetings when they have updates. This was agreed by all.

(5) Village Feast

This item was discussed in item 6.

(6) Hedges

Cllr Mallett reported that the hedgerows in the village are very untidy. Several years ago, letters were sent to residents asking them to cut their hedges on their property. Cllr Mallett has cut Malletts Lane 2 or 3 times, but Ferry Road, Castle Hill etc all need to be cut back to allow easier and safer access for vehicles. Farmers are unable to do anything now unless it impedes on safety.

Cllr Thornton suggested that we place a comment in the Village Voice asking people to ensure that their fences are tidy and cut and see what response it gains. This was agreed by all.

(7) Doctors Surgery

Cllr Golder said that there is a consultation meeting at Hollesley village Hall on the 23/07/19 between 18.30 and 19.30, it would be informative if a Councillor was able to attend this.

Clerk to send an email reminder to all Councillors.

(8) Alde & Ore

Cllr Barnwell reported that she had attended three meetings regarding the Alde & Ore; the IDB are fully responsible for the plan if the funding continues. Flood cell 4, which is the largest cell, contains the Orford village; work on this will be undertaken using the Andren legacy. The AOEP partnership will be replaced by a new community group, this will consist of 12 members some of which are Councillors from local parishes. The Flood Representative is attended by Cllr Thornton as the NOTT representative, Cllr Robinson has now resigned from the PC therefore it was agreed by all that Cllr Barnwell should attend the meeting as the PC representative.

10. Correspondence

- **Orford & Sudbourne WI** – an email had been received from the WI regarding the planting of a tree. Originally the WI thought that near the shop would be a good place for the tree to mark their centenary, but now they feel that this area is not suitable due to the number of trees already planted there.
Cllr Mallett to look around the village and suggest a couple of areas where the tree could be planted and contact the Clerk.
- **A resident** – an email had been received from a resident of Pump Street concerning the village pump area. They are proposing to look after the pump area and keep it tidy from weeds, to water it etc. They would like to remove the gravel from the area and clean the existing bricks up, plant geraniums and pansies in the tubs.
Cllr Mallett said that there was a small hole in between the bricks, and the bricks should not be removed.
Cllr Backhouse said that we should encourage the residents to do something for the village.
Cllr Thornton said that we should inform them that they are not insured by the Council whilst undertaking this work.
After some discussion, it was agreed by all for Cllr Thornton to talk to the residents.
- **Pump Street Bakery** – an email had been sent regarding the new water facility at the Bakery. The Bakery wishes to put up some signs, regarding the water facility, and asked if the PC could assist with this.
Cllr Thornton suggested that an advert is placed in the village voice and a poster placed in the noticeboard. If it is a brown sign they wish to have, they should contact SCC Highways. They could put a sign in their shop window.
Clerk to contact Pump Street Bakery.

- **Dragon's Teeth** – Cllr Golder informed the Councillors that the dragon's teeth on the entrance to the recreation ground had broken off. Prices of the lengths of wood vary according to length, 2.4m - £33.79, 3m - £40.97, 3.6m - £47.72. It was agreed by all for the Groundsman to replace the dragon's teeth on the recreation ground, and the missing ones on the knoll.
- **Metal Fencing** – Cllr Golder informed the Councillors that the Clerk has a meeting with a local company to quote for replacing the fence around the play equipment with metal railings.
- **The Great House** – Cllr Iliff reported that the ESC Planning Cttee meeting was to be held in a couple of weeks. This meeting had been postponed. It was agreed by all for Cllr Iliff and Cllr Barnwell to attend and for Cllr Barnwell to speak on behalf on the PC,

11. Items for next meeting:

12. Date of next meeting: 11/09/2019

Meeting closed at 20.10.

Signed _____ **(Chairman)** **Date** _____