

ORFORD & GEDGRAVE PARISH COUNCIL
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Minutes of the 232nd meeting of Orford & Gedgrave Parish Council
held on Wednesday 9th October 2019 at 7.00pm in the New Room of the Town Hall

Present: Cllr Anne Macro
 Cllr Richard Mallett
 Cllr Peter Smith
 Cllr Jonnie Howard

Cllr Matthew Smy
Cllr Frances Barnwell
Cllr Margaret Green
Cllr Craig Ambury

In Attendance, Marie Backhouse (Clerk), Judith Golder (Treasurer) and 0 members of the public.

Opening remarks

Cllr Macro welcomed Cllr Ambury.

MINUTES

1. Reports from Representatives

1. County Councillor Andrew Reid.
 Apologies and a written report sent.
2. District Councillor Ray Herring
 Absent and no report received.

Julia Catterwell, East Suffolk Communities Officer, introduced herself to the Councillors. Her role is to assist communities in gaining funding for items the parish needs. She understands that we are a rural community which is isolated and may require assistance with different issues. Public transport is receiving cuts now, this does not have a quick solution; another issue is mobile phone coverage and better broadband.

Julia to pass on her details etc. to the Clerk.
Cllr Macro thanked Julia for attending.

2. Apologies for absence:

Cllr S Backhouse, Cllr I Thornton, Cllr M Iliff & Andrew Reid.

3. Declarations of interest:

None

4. Applications for dispensation:

None

5. It was unanimously agreed that the minutes of the 231st Parish Council Meeting held on Wednesday 11th September 2019 be accepted as a true record.

6. Matters arising from the 231st Parish Council Meeting held on Wednesday 11th September 2019.

It was asked when the shingle would be moved from the Pump area, Cllr Mallett said that he would be moving as soon as possible.

7. Contributions by members of the public.

None

8. Finance

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

8.2 The Council received, noted and approved the quarterly accounts from July to September 2019. The Treasurer commented that all the income the PC was expecting had now been received and therefore if there was something that the PC felt needed completing it may be a good idea for that to happen now.

Cllr Macro said that we would be discussing some tree work later in the meeting.

8.3 The Treasurer commented that the Annual Return had now been completed, the Internal Audit was completed by SALC and the External Audit by PKF Littlejohn. One comment was made that we need to consider the financial controls regarding online banking. At the July meeting it was agreed that Cllr Backhouse should be the Financial representative and meet with the Treasurer quarterly to check bank statements etc. The Clerk is the RFO and it was agreed that this should be changed as we need to be transparent. Cllr Smith offered, and it was agreed by all, to replace Cllr Backhouse as the Financial Representative. It was agreed by all to change the wording when it mentions Responsible Financial Officer to Treasurer. This was agreed as the Clerk does not undertake any of the financial work for the PC.

9. Planning

DC/19/3646/TCA – Castle House, Castle Lane, Orford

This was a request to reduce 5 trees by up to 50% unless one is too badly damaged by Honey Fungus in which case fell.

Cllr Mallett said that he has looked at the trees mentioned, and this will not affect the neighbours, the work is being undertaken by a reputable company.

The Parish Council had no objection to this proposal.

DC/19/3802/FUL & 3803/LBC – 87 Market Hill, Orford

This was a request to partially demolish later additions to rear cottage, partially dismantle smokehouse (to floor level) and rebuild both as approved scheme in reclaimed materials, fit 7 no. PV panels to roof valley, form two fenced areas to enclose bins and ASHP's (revised scheme to that previously withdrawn).

Cllr Howard said that the smokehouse is covered in black tar so this will need removing. They are hoping to rebuild it in reclaimed materials, but demolition will be noisy and messy etc down Bakers Lane.

Cllr Macro read out a letter from the neighbours who are concerned with the noise, rebuild etc.

Cllr Howard said that the Council should support the neighbour's comments and add our concerns about the traffic and congestion. This will presumably be more of a problem with the holiday lets through the summer.

Cllr Barnwell said that we need assurances about preventing pollution when the demolition takes place.

Clerk to liaise with Cllr Howard regarding the PC response to the planning application.

Other notifications:

10. Parish Council Business: -

(1) Adoption of GDPR policies.

Cllr Barnwell proposed that the PC should adopt the GDPR policies, this was seconded by Cllr Smith and agreed by all.

(2) Co-option of a Councillor

There were no applications to join the Council.

(3) AOEP

Cllr Barnwell reported that she had attended a meeting as a Council representative and that there is another meeting in November.

After some discussion it was agreed to invite members from the Alde & Ore to give a presentation to the PC at a meeting.

(4) Councillor Training

Cllr Macro reported that SALC had been approached regarding some Councillor training. The cost for the training would be £220+VAT. It was agreed by all that the training evening should be arranged for a Wednesday evening.

(5) Ferry Road

Cllr Macro reported that at our meeting with the Highways Community Warden the need for a white line at the end of the footpath on Ferry Road had been discussed. Many cars park alongside the dropped kerb making it difficult for anyone with a wheelchair or push chair. The cost to have this white line is £250. The Treasurer commented that we could take some money from the traffic management pot to fund this if needed. It was agreed by all to approach Andrew Reid for the money to fund this.

(6) Elite Tree Services

Cllr Macro read out a quote from Elite to crown lift two Alder trees and to remove a cherry tree on the recreation ground next to the School wall, the cost would be £750+VAT, or to crown one Alder and remove the other would be an additional £895+VAT. The School had sent an email regarding the play area, as the trees are too big, and the area never has any light.

Cllr Mallett said that removing the Cherry tree was a job that he could undertake, which would save some money, and this would leave the two Alder to be crown lifted.

Cllr Macro said that if the cherry tree was taken down, the lengths from the tree trunk could be moved to the other side of the recreation ground to where the cars have been driving through the hedge onto the grass.

Cllr Smy said that we seem to cut a lot of trees down and not re-plant them.

It was agreed by all for the Clerk to talk to Elite re saving the Cherry Tree.

10. Correspondence

- **Suffolk Coasts and Heaths**

Cllr Macro reported that an email had been received regarding placing electric cables underground. The electric cables run from near Five-Crossways to the substation on Ferry Road, also from the substation across the fields towards the river wall. Suffolk Coasts and Heaths requested our approval in principle to this project.

It was agreed by all to support this project in principle to place electric cables underground.

- **A resident re CCTV**

Cllr Macro read out an email which had been circulated to all the Councillors regarding the use of CCTV outside their property. It was agreed by all to advise the resident that they should contact the Police and the Information Commissioners Office for advice regarding this, as it was a Data Protection concern.

Clerk to respond to the resident.

It was asked if there had been any further correspondence regarding the enforcement of the road markings etc.

Clerk to contact Highways to enquire how this is proceeding.

The garage site was mentioned as it does look quite a mess and there are pieces of debris falling from it. What would happen if the site was to catch light, the fumes etc would be toxic? Whose responsibility is it to clear the site? Ask how long we must wait to have the site cleared.

It was agreed by all that Cllr Smith should talk to the planning officer.

11. Items for next meeting:

- **Christmas Tree**
- **Christmas Carol Service**
- **Hedgerows/Verges** – longer for wildlife.

12. Date of next meeting: 13/11/2019

Meeting closed at 20.20.

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