

ORFORD & GEDGRAVE PARISH COUNCIL
The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ
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Minutes of the 240th virtual meeting of Orford & Gedgrave Parish Council
held on Wednesday 8th July 2020 at 7.00pm.

Present: Cllr Anne Macro
Cllr Richard Mallett
Cllr Gary Wingrove
Cllr Jonnie Howard
Cllr Scott Backhouse
Cllr Craig Ambury
Cllr Frances Barnwell
Cllr Peter Smith

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

Opening remarks

MINUTES

1. Reports from Representatives

1. County Councillor Andrew Reid.

Andrew Reid submitted a written report which was circulated to all the Councillors ahead of the meeting.

Covid-19 – As from the 30/6/20 Suffolk has a Local Outbreak Control Plan. This is to enable SCC to control any outbreaks. It works in conjunction with the NHS, Police etc... Grant money has been given to aid with this. Everyone must remain vigilant.

PPE equipment has been provided where needed. The care homes have received sufficient PPE, nowhere has ever run out.

The concessionary travel arrangements have been removed as of the 6 July.

Cllr Beccy Hopfensperger has produced a report relating to looking after the vulnerable.

Sizewell C application for a Development Consent Order is taking a considerable amount of time and effort to understand their responses to requests for information. It is a large document and contains a lot of work by EDF to try to convince everyone that this is the right move.

If you have any questions, please contact Andrew Reid.

2. District Councillor Ray Herring

There has been support from ESC to help community groups and businesses, but they must meet a set criteria.

Some of the ESC services were put on hold, such as the Garden Waste collection, these are now returning to normal.

Leisure centres remain closed.

The use of technology has meant that most of the staff at ESC have been working from home and continue to do so.

ESC has used some of its reserves to meet costs; the car parks generate a large income, but this year have been low, this is the same for the leisure centres.

There were 5,800 shielded during the lockdown, 1,400 required essential supplies. The Good Neighbour Schemes have helped with this. £5,000 has been given to help with food supplies.

Public toilets have remained open during lockdown.

It is now important to get people back to work but remaining vigilant to prevent another outbreak of Covid-19 and to protect the families.
Cllr Macro thanked Andrew Reid and Ray herring for attending.
Andrew Reid and Ray Herring left the meeting at 19.20.

- 2. Apologies for absence:**
Cllr M Smy, Cllr M Green, Cllr M Iliff & Cllr I Thornton
- 3. Acceptance of Apologies**
The Councillors all agreed to accept the apologies.
- 4. Declarations of interest:**
None
- 5. Applications for dispensation:**
None
- 6. It was unanimously agreed that the minutes of the 239th Parish Council meeting held on the 10th June 2020.**
- 7. Matters arising from the 239th Parish Council meeting held on the 10th June 2020.**
None
- 8. Contributions by members of the public.**
None
- 9. Finance**
 - 9.1 The Council received, noted, and approved the cheques and balances from 1st June – 30th June 2020.
 - 9.2 The Council received, noted, and approved the quarterly accounts to the end of June 2020.
 - 9.3 AGAR Section 2 – the Clerk reported that there had been an amendment to the form following recommendations from the Internal Auditor. The Treasurer had received a late payment and had changed some of the paperwork but not the AGAR. The Councillors agreed the amendment.
- 10. Planning**

DC/20/2323/TCA – Merchant House, Broad Street, Orford, IP12 2NQ
This was a request for a Beech Tree to have a 30% crown reduction, as the tree is becoming too large for the garden.
Cllr Mallett commented that he had been to look at the tree, the work was to be completed by a reputable tree surgeon, he had no objection to the work being completed.
The Councillors had no objection to this proposal.

Other notifications:
The Clerk informed the Councillors that there had been an email from a resident concerning the land north of Mill close development.
Cllr Wingrove commented that he was concerned as to where the S106 money was going to.
Cllr Smith asked where the planning process was now? Should we contact the planning officer and ask these questions.
It was agreed by all the Councillors that Cllr Smith should contact the planning officer and ask the questions ahead of the next PC meeting.
- 11. Parish Council Business: -**
 - (1) Friends Garage update**
Cllr Macro reported that she had no response from the owner regarding the tidying of the site. She will contact him again, ahead of the next meeting.

(2) Re-adoption of the Disciplinary Procedure, Grievance Procedure, Volunteer Policy, Memorial Bench Policy and Equal Opportunities Policy.

It was agreed by all the Councillors to re-adopt the above listed policies.

(3) Re-adoption of the Suffolk Code of Conduct.

It was agreed by all the Councillors to re-adopt the Suffolk Code of Conduct.

(4) Adoption of the Data Breach Policy

It was agreed by all the Councillors to adopt the Data Breach Policy.

(5) Statement of Internal Control

It was agreed by all to adopt the amended Statement of Internal Control.

Cllr Smith agreed, when regulations allow, to meet with the Treasurer and Clerk to discuss this and start to complete the form.

Cllr Howard agreed to start assessing all the PC assets when regulations allow.

(6) SALC Code of Conduct Consultation

Cllr Smith reported that he had been through the document, it emphasises the need for Councillors to remember the Code of Conduct regarding Council business especially when using Twitter, Facebook etc.

It was agreed by all that Cllr Smith should contact SALC regarding the PC response to the consultation.

Cllr Macro commented that the Play Area equipment should be opened next week. Hand sanitiser and dispensers will need to be purchased at a cost of around £90. The Clerk has produced some posters for the play area, reminding people to social distance etc.

All the Councillors agreed with the expenditure for the hand sanitiser and dispensers.

The Clerk reported that the Ice-cream tender had contacted her regarding the payments for the pitch this year, she proposes to pay some money at the end of July, and August, with any outstanding cleared shortly after. The Councillors agreed with this proposal.

Community Speedwatch – Cllr macro reported that we had received an email from the community Speedwatch Team. The team has some equipment that can be used, and there are forms that must be completed and returned by any volunteer wishing to undertake the Speedwatch.

Cllr Ambury asked if residents are doing the volunteering?

Cllr Macro commented that there are some residents in the village willing to volunteer for the Speedwatch. It would be a combination of the Cllrs and residents.

It was agreed by all to place an advert in the Village Voice asking for volunteers.

12. Correspondence

None

13. Items for next meeting: Community Speedwatch, APM, Mill Close, Friends Garage

14. Date of next meeting: Wednesday 12 August 2020 7pm or Wednesday 9 September 7pm

Meeting closed at 19.50.

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