

ORFORD & GEDGRAVE PARISH COUNCIL
The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ
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Minutes of the 244th virtual meeting of Orford & Gedgrave Parish Council
held on Wednesday 18th November 2020 at 7.00pm.

Present: Cllr Anne Macro
Cllr Richard Mallett
Cllr Peter Smith
Cllr Craig Ambury
Cllr Frances Barnwell
Cllr Margaret Green

Cllr Jonnie Howard
Cllr Mary Iliff
Cllr Scott Backhouse
Cllr Gary Wingrove
Cllr Ian Thornton

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

Opening remarks

MINUTES

1. Reports from Representatives

1. County Councillor Andrew Reid.

Written report submitted.

Andrew Reis summarised his report; Covid 19 and the conditions resulting from this are still a concern. It is important to follow advice and guidance on this. Suffolk still has a low rate of infections. The Government has taken a careful line, and the tiered system seems to be working.

EDF has announced amendments to the DCO. The main change is the road, rail and sea ratios for moving materials. There is help available for the PC to ensure their views are sent in.

The proposals from the PC regarding traffic management in Orford have been received; there has been a progressive increase in traffic volume in the recent years which is now causing serious difficulties with traffic flow and parking within the village. The recent influx of visitors due to the Covid travel restrictions has exacerbated the problem. There are two teams of people who work at Highways, who will be assisting and advising the way forward. A site visit will be important, to look at what may be done. This will need significant financial investment, so funding sources will need to be considered.

Cllr Smith asked when this site visit may take place.

Andrew Reid replied that the site visit may not be until the New Year.

Andrew Reid left the meeting at 7.11pm.

2. District Councillor Ray Herring

Absent and no report received.

2. Apologies for absence:

Cllr M Smy

3. Acceptance of Apologies

The Councillors all agreed to accept the apology.

4. Declarations of interest:

None

5. Applications for dispensation:

None

6. It was agreed that the minutes of the 242nd Parish Council (PC) meeting held on the 9th September 2020 and the minutes of the 243rd Parish Council meeting held on the 14th October 2020 be accepted as a true record.

Cllr Iliff commented that the incorrect 242nd minutes had been circulated.

Cllr Smith asked if the Clerk could please circulate the correct ones.

ACTION: Clerk to circulate the correct minutes.

7. Matters arising from the 243rd Parish Council meeting held on the 14th October 2020.

Cllr Howard reported that he had contacted the owner of the garage regarding tidying up the site. He has been informed that there is now progress with the site. Apparently, there is to be a meeting with the owner, developer, Cllr Macro and Cllr Smith.

Cllr Smith commented that the owner of the garage site called for a Zoom meeting. This will be mentioned later in the meeting.

8. Contributions by members of the public.

None

9. Finance

9.1 The Council received, noted, and approved the cheques and balances from 1st October – 31st October 2020.

9.2 The Council received and approved the ‘payments for approval’. The payments for approval are SCC Norse – £203.94, PKF Littlejohn - £240, Community Action Suffolk - £42, Holiday cover for litter controller - £56.40, Christmas Light Extravaganza - £50, Total £592.34. Payments already agreed; NOTT - £1,600, Tree Climber - £150, Total £1,750.

The payments were approved by all the Councillors.

The Treasurer reported that the donation for the Christmas Light Extravaganza was to be paid into a private account not that of the School or Pre-School.

ACTION: It was agreed by all that the Treasurer should seek clarification on the bank details for payment.

10. Planning

DC/20/4003/LBC – Orfordness Lighthouse, Orfordness

The retention of the works already undertaken being the demolition of Orfordness Lighthouse.

Cllr Howard commented that the demolition has taken place.

Cllr Barnwell said that this is a retrospective approval.

The Councillors had no objection to this application.

ACTION: Clerk to respond to ESC.

DC/20/4333/LBC & 4332/FUL – 43 Daphne Road, Orford, IP12 2NH

The Courtyard at the back of our property is bordered on the one side by a low brick wall surmounted by a modern choisya shrub/hedge to a height of around 2.2m and on the other side by a modern wooden fence of a similar height. We would like to remove the shrub and rebuild the wall to the current height of the hedge and replace the fence on the other boundary with a brick wall of similar height and construction. Both walls would be attached to our own property, and built of handmade, soft red brick with lime mortar, in monks’ bond.

Cllr Howard said that there had been no neighbour comments, this work is behind the property.

Cllr Thornton asked if both the walls were their property, built within their boundaries.

Cllr Howard said that it states the walls are to be attached to their property. Notifications have been sent to all neighbours.

Cllr Ambury said that the walls are quite high but this will be for the neighbours to comment and not ours.

The Councillors had no objections to this application.

ACTION: Clerk to respond to ESC.

AP/20/0094/REFUSE – Corinthians, Ferry Road, Orford

An appeal has been made against the decision of ESC to refuse planning permission for a single storey extension to existing dwelling, (due to fast track system there is no time for us to comment on this, but our previous comments will be sent forward).

Cllr Howard said that he agreed with the decision. ESC had refused permission for this.

DC/20/4533/TCA – Pettistree, Castle Green, Orford, IP12 2NF

Permission requested for tree work to be undertaken on a Wild Cherry and a Copper Beech.

Cllr Mallett commented that this is basic tree maintenance.

Cllr Howard said that he had looked at the trees and they are in need of some tidying.

It was agreed by all not to object to this application.

ACTION: Clerk to send response to ESC

DC/20/4351/FUL – Bramble House, Rectory Road, Orford, IP12 2NN

Permission requested for alterations and extensions including loft conversion.

Cllr Wingrove commented that the application for an annexe had been approved, this current application is only a problem for a neighbour as there is to be an increase in the height of the property.

The Councillors had not objection to this application.

ACTION: Clerk to respond to ESC.

Other notifications:

Mill Close – The Clerk reported that this application had now been permitted.

Cllr Smith commented that the PC could apply for the offsite money from this development.

This could be as much as £125,000 times three, and the money should be available when the 6th house is built. Rachel Smith has been contacted regarding claiming this money, and it may be available for the PC or NOTT, but a good project would need to be in place.

11. Parish Council Business: -

(1) Quiet Lanes update

Cllr Barnwell reported that the Chairman of Snape Parish Council was to be present this evening to talk about the Quiet Lanes. He has sent on a power point which has some information on. There is a sum of money available for single track, multi-use roads, like Gedgrave Road and Ferry Road. There may be other roads that are suitable too. Funding is only available for two roads.

Cllr Howard said that there are a lot of vehicles that use Gedgrave Road.

Cllr Barnwell said that this is not a traffic control measure, it would have signs to make road users aware of others using that road, hopefully this will make it safer for all road users. There will be some cost involved in this.

ACTION: Cllr Barnwell to continue with research into the Quiet Lanes scheme, and to report back to the PC.

(2) Community Speedwatch update

The Clerk reported that she had received a phone call from the Speedwatch group who had mentioned the training needs. This has now been put on hold due to Covid.

(3) Emergency Group

Cllr Macro reported that a 'zoom' meeting had taken place and Mike Finney is now the Chairman of the group.

Cllr Ambury said that the Chair was going to contact the Environment Agency to discover what they have in place should any flooding take place. The storage and use of sandbags were mentioned.

Cllr Thornton said that sandbags could be used for house flooding.

Cllr Ambury said that the main purpose of the group is to save lives, not defend properties. The idea of talking to the EA was to find out what their stance is on these situations. Feedback will be given to the PC when it is available.

Cllr Barnwell commented that the business plan for the Alde and Ore is not making much progress at the moment. Only when this is approved can the work on the defences move forward. In 2013 it became apparent that there are vulnerable areas of the river wall. The PC and the NOTT need to be mindful of being asked, what have we done to assist this. Should the PC write to the Flood Risk Authorities?

It was agreed by all for Cllr Barnwell to write a letter on behalf of the PC.

ACTION: Cllr Barnwell to draft a letter.

(4) Neighbourhood Plan.

Cllr Smith said that a group of Councillors had met and had contacted Reydon Town Clerk and the ESC Planning department for further information. Reydon has a Neighbourhood Plan that was approved this year. It takes about two years and a minimum of £10,000 to complete a Neighbourhood Plan. There is a need to have a core group of 4 people who would be willing to take this idea forward with an overall group of up to about 12 people regularly meeting. The core group might consist of two Councillors: and two other parishioners. One member of the group would need to market this idea, arrange the referendum, and seek the opinion of the whole village. Another member of the core group would lead on the funding of the project.

The Planning Consultant that helped Southwold produce their Neighbourhood Plan may come and talk to the PC.

Cllr Barnwell said that there are grants available to help fund this.

Cllr Smith commented that there are grants available, but you could also get support from the local business community.

ACTION: Clerk to circulate the Reydon Neighbourhood Plan.

(5) Pump Street

Cllr Smith reported that he had spoken with Lloyds Builders regarding the pump area. The builders had advised that Suffolk Red bricks would become water logged if laid on the ground after about 5 years. Would the PC consider using cobbles?

Cllr Howard said that Suffolk Reds would not last, the cobbles set in mortar would be serviceable, and cost less.

The Councillors agreed for Cllr Smith to contact the builder to get a quote for the work using cobbles.

ACTION: Cllr Smith to talk to Lloyds builders.

(6) Recreation Ground

The Treasurer commented that the invoice was sent to Andrew Reid for the cost of the dragon's teeth. At the moment no payment has been received. The Treasurer will follow this up.

The Clerk reported that she had spoken with the Groundsman recently, when she took a copy of the playground inspection to him. The Groundsman reported that some of the Tennis players had approached him and asked for him to stop grass cutting while they were playing tennis. He responded to this and said that he was employed to undertake a job and was being paid to do so.

All the Councillors agreed that the Tennis Group should be written to regarding this problem.

ACTION: Clerk to write to the Tennis Group stating that the Groundsman works in the morning so maybe they could play tennis in the afternoon.

(7) Climbing Dome

Cllr Macro said that despite the best efforts of the PC, we are unable to raise the necessary funding for the climbing dome. This is very disappointing but maybe with the Covid problems this was not the right time to try this project. Should the PC return the money that has already been given for this project?

Cllr Thornton said that the PC should shelve the project for a time, write to the people who have donated money and ask if they are happy for this to be shelved for now. This was agreed by all the Councillors.

ACTION: Clerk to write to those people who have donated money for the climbing dome.

(8) Traffic Management

Cllr Smith said that the group of Councillors had met and had started to look around the village for ways of improving the traffic/parking issues. Two members of the Highways Department have been contacted, as has Andrew Reid. A letter has been written to Andrew Reid. It was felt that the numbers of visitors and consequently traffic volume are only going to increase.

The letter addressed the issue in three parts, namely maintenance of the current traffic lines and signs, further lines and signs which would assist with safety and traffic flow, and finally larger possible initiatives which might be considered, e.g. relief parking, resident parking and pedestrianisation of certain areas in the village

Cllr Thornton asked what had been put regarding Quay Street.

Cllr Smith said that some of the yellow and the white lines need to be repainted, also could there be yellow lines by Pinney's shop? This is a difficult area to deal with, as large numbers of visitors at certain times of the year just drive down to the quay, and away again.

Cllr Thornton said that some time ago Highways refused double yellow lines down Quay Street as it would encourage speeding cars.

Cllr Smith said that the volume of traffic is increasing. This needs to be revisited and the PC needs to be given advice on how to deal with the influx of traffic.

Cllr Thornton said that the site visit needs to take place when the village is busy. There are parking restrictions between May-Sept, then October half term is really busy.

Cllr Barnwell said that relief parking on the way into the village would make a big difference. Cllr Smith said that Andrew Reid is responsible for the Highways, it was noted that other local villages have been gridlocked as well recently.

Cllr Barnwell suggested that a letter from the whole PC should encourage him to visit.

The Councillors agreed for a letter to be written to Andrew Reid encouraging him to visit.

ACTION: Cllr Smith and Clerk to write a letter to Andrew Reid.

(9) Dates of next year's meetings

Cllr Macro reported that the Councillors had been sent the dates for the meetings next year. The Councillors noted the dates.

(10) Ice cream tender

The Treasurer reported that the PC agreed to give the ice cream trader a discount of 25% on this year's fees. The fee is to be paid in four instalments over the summer months. Letters and emails have been sent, but one payment has been received. There has been promises of additional payments but as yet nothing has been received. A letter was sent last week asking for the payment, but no response has been received.

Cllr Thornton suggested that a letter is sent recorded delivery, stating that if no payment is made by the middle of December, the PC will proceed with legal advice.

It was agreed by all the Councillors to write a letter.

ACTION: The Treasurer to draft a letter to the ice cream tender, send to Cllr Smith for checking before posting.

(11) Confidential waste

Cllr Howard asked if anyone else had many copies of PC minutes that they needed to dispose of? Are we allowed to put them in the normal waste bin?

Cllr Thornton said that some of the minutes contained an in-camera section.

Cllr Howard said that the office has a shredder that may be used for disposing of the minutes.

Cllr Thornton suggested that you could find someone with an industrial incinerator.

It was agreed that the Councillors only need to retain a year's worth of minutes.

The Garage – Cllr Smith commented that a meeting had taken place between the owner of the garage, his developer, Cllr Smith and Cllr Macro. The meeting was apparently just to

open a further line of communication as the development progresses. The 'group', who are trying to develop the shop and the fuel pumps, are keen to have the support of the Parish Council. Cllr Smith proposed that the PC write a letter to the 'group' stating that support is given to take the commercial site forward through the Community Interest Company, this was seconded by Cllr Barnwell and agreed by all.

ACTION: Cllr Smith to write to the group stating the support of the PC.

12. Correspondence

Resident – Bollard – Cllr Macro reported that a resident who lives near to the village green had requested a key for the bollard. The shop has a key and he requires a key to allow access to his property. It was agreed by all to allow the resident a key.

ACTION: Clerk to pass a key to the resident.

Cllr Barnwell asked whether the PC would consider joining the Suffolk Preservation Society (SPS), this may assist us when we have planning issues. The cost is £30 per year.

Cllr Barnwell proposed that we subscribe to the SPS at a cost of £30 per year, this was seconded by Cllr Wingrove and agreed by all.

Cllr Thornton suggested that when any planning comes to the office, we should send it to the Planning sub-committee, as the time scale is shorter that we may respond in. This was agreed by all the Councillors.

13. Items for next meeting:

Neighbourhood Plan, Traffic Management Plan,

14. Date of next meeting: 20 January 2021 7pm.

Meeting closed at 8.40pm.

Signed _____ (Chairman) Date _____