

ORFORD & GEDGRAVE PARISH COUNCIL
The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ
Tel: 01394 459172
E-mail: orfordtownhall@btconnect.com
Minutes of the 245th virtual meeting of Orford & Gedgrave Parish Council
held on Wednesday 20th January 2021 at 7.00pm.

Present: Cllr Anne Macro
Cllr Richard Mallett
Cllr Peter Smith
Cllr Craig Ambury
Cllr Matthew Smy
Cllr Jonnie Howard
Cllr Ian Thornton
Cllr Frances Barnwell
Cllr Gary Wingrove

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 Reid summarised his report; Covid 19 and the conditions resulting from this are still a concern. There have been 1820 deaths nationally in the last 24 hours, and the numbers are rising in Suffolk. It is important to follow advice and guidance on this to ensure you stay safe.

There are several forms of help available at the moment, there is a website with a phone number for 'Home but not alone'.

There are many new community-based projects, such as digital learning, free electric car charging points, targeting high end speeders to assist the Police. There are some new moving speed cameras around and then informing the Police of the data.

The consultation regarding Sizewell C is continuing, it is currently focusing on the movement of materials, they are hoping to reduce the road movements from 60% to 40%, with more emphasis on the rail and sea.

Cllr Smith said the meeting went well with Andrew Reid and Peter Sparrow, there is a possibility of the current road lines being repaired and renewed where needed. Denise Mortimor has agreed to assist with the traffic management. One of the suggestions to ease the traffic in the village has been to place a relief car park in the entrance to the village.

Andrew Reid commented that that the lines should be repaired in the Spring. There is a suggestion to place a footway near the school to aid with crossing, this of course will be subject to funding.

Cllr Macro thanked Andrew Reid for attending.

Andrew Reid left the meeting at 7.10pm.

2. District Councillor Ray Herring

No report received.

2. Apologies for absence:

Cllr M Iliff, Cllr M Green and Cllr S Backhouse

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 244th Parish Council (PC) meeting held on the 18th November 2020 and the minutes of the F&GP meeting held on the 11th January 2021 and the 14th January be accepted as a true record.

7. Matters arising from the 244th PC meeting on the 18th November and the minutes of the 11th & 14th January 2021.

7.1 Payment re Christmas Extravaganza – The Treasurer has received the receipts and is organising the payment.

7.2 Quiet Lanes – Cllr Barnwell commented that she has proposed Gedgrave Road, Bullockshed Lane, Raydon Lane, Mill Broadway and Ferry Road. The next part of the process is to send leaflets to all the residents for their opinions, and follow this by a public meeting. Phase 1 was taking place in January; it may be Easter before Orford moves to the next part of the process.

The Treasurer asked what are the implications for the businesses in the process.

Cllr Barnwell commented that the local businesses will be included in the consultation, they will be asked if there are any issues with the Quiet Lanes proposals. The signs are just visual reminders, not speed limits.

It was agreed by all the Councillors for Cllr Barnwell to continue progressing with the Quiet Lanes Scheme.

Ray Herring arrived at 7.20pm

Cllr Macro invited Ray Herring to give his report.

Ray Herring commented that the East Suffolk Council has agreed a low Council Tax increase; the government has recompensed the Local Government for some of the expenditure incurred during the pandemic. There have been local grants available to help businesses. Norse has suffered some problems delivering their normal services due to the Covid impact on the staff. Some of the local farms have also suffered issues with staffing due to the Covid pandemic. Planning issues that have been concerning are the Orford Garage and the AOCPP proposals for the defences.

Cllr Macro thanked Ray Herring for his report.

7.3 AOCPP – Cllr Barnwell suggested that the PC tries to encourage the AOCPP to move forward; there has been very little progress from the IDB or the EA; a meeting is to take place next Thursday so it will be interesting to see what progress has been made. The upper river plan was submitted in May, this is still outstanding.

7.4 Neighbourhood Plan – The Clerk had circulated the Reydon Neighbourhood Plan to all the Councillors.

7.5 Pump Street – see item 11.3

7.6 Recreation Ground – The Clerk has written to the Tennis group, who acknowledged receipt of the letter and commented that the Groundsman equipment is very noisy.

7.7 Climbing Dome – The Clerk reported that she had contacted the people who had offered/given donations for the Climbing Frame. Both the Flower Show Committee and the Sports and Social Club have said that we may keep it for as long as we need until the full amount may be found; Adnams have stated that we may have the fund until October and then if we have not spent it, return it; and Andrew Reid has stated that we may have the money until the end of March, otherwise if not spent returned.

7.8 Ice-cream Tender – see item 11.6

7.9 Friends Garage – Cllr Smith said that a letter has been sent to the Orfcom group regarding thanks for the progress and work with the Friends Garage.

7.10 Resident – The Clerk reported that the key for the bollard near the shop had been given to the resident.

8. Contributions by members of the public.

None

9. Finance

9.1 The Council received and approved the ‘payments for approval’. The payments for approval are Walnes Ltd – £105.60, Leiston Press – 116.40, Orford PCC - £600, Total £822. The Treasurer asked if there could be a blanket approval for all the wages for the next three months as these did not change, the total of which is £1134.12; also the grass cutting from Norse which is £203.94.

The payments were approved by all the Councillors.

9.2 Quarterly Accounts – The Treasurer reported that everything is ticking along and the expenditure is on track.

Cllr Smith proposed that the PC accept the Quarterly accounts as a true record, this was seconded by Cllr Howard and agreed by all.

9.3 Approval of the Budget – The Treasurer reported that the Budget had been discussed by the F&GP Committee, and the proposal is what has been circulated to you all. There has been a suggestion not to increase the staff wages for the next year, in line with no increase in the precept cost.

Cllr Barnwell commented that there may be an expenditure of £125 for the quiet lanes, this is just an estimate.

The Treasurer said that this sum could be taken from the Traffic Management pot or the surplus figure.

Cllr Thornton proposed that the Budget 2021/22 be accepted, this was seconded by Cllr Macro and agreed by all.

9.4 Approval of Precept – Cllr Macro proposed that the precept remains the same as last year at an amount of £28,000, this was seconded by Cllr Thornton and agreed by all.

10. Planning

DC/21/0024/LBC – The Manor House, Market Hill, IP12 2LH

Listed building consent – proposed fitting of wall mounted house alarm sounder box to the existing East elevation face.

The Councillors had no objection to this application.

Other notifications:

11. Parish Council Business: -

(1) Community Speedwatch update

The Clerk reported that she had received an email and the training is still on hold due to the lockdown restrictions.

(2) Neighbourhood Plan.

Cllr Smith said the Neighbourhood Plan involves a lot of work and a lot of communication with the residents. It may be wise to postpone this until the Autumn, when public meetings may take place. A starting point could be for the PC to invite Chris Bowden from Navigus who assisted Reydon to complete their Neighbourhood Plan.

It was agreed by all to invite Chris Bowden to attend a meeting of the PC to give some information regarding the work involved in Neighbourhood Plans.

ACTION: Cllr Smith to invite Chris Bowden to a PC meeting.

(3) Pump Street

Cllr Smith reported that a meeting had taken place with Lloyds Builders on site, they had suggested that cobbles would be a good idea to place on the area around the pump. The cost to remove the existing surface and to replace with cobbles and then remove the well lid and place a metal frame under to increase safety would cost £2,600 plus VAT.

It was suggested that the PC collects more quotes to compare.

Cllr Thornton said that if the PC wanted this work to be completed, is there any spare funds to pay for this?

The Treasurer said that we could take some money from the reserves, this job would then be completed.

ACTION: Cllr Macro and the Clerk to source some alternative quotes for the same spec job.

(4) Recreation Ground

The Clerk suggested that a working party is formed to fix the dragon's teeth on the recreation ground. At the moment the wood merchant is only doing a delivery service so it would be a couple of weeks until delivery. Who is available to assist with this? This is then another job completed.

Cllr Macro said to go ahead and order these sleepers, and to notify the Councillors when delivery had taken place.

ACTION Clerk to organise the delivery of the sleepers from the wood merchant and to notify the Councillors of the arrival.

(5) Traffic Management

Cllr Smith said that following on from the meeting with Andrew Reid and Peter Sparrow, it was agreed that some of the lining in the village needed replacing and repairing. The Market Hill lines do not belong to the SCC, they could be the responsibility of the ESC.

Ray Herring commented that usually the lines are the responsibility of the SCC, Norse enforces the traffic management and unless the car park belongs to ESC, then SCC are to sort the lines. It was agreed that Ray Herring would look into the responsibility of the lines on the Market Hill.

Cllr Smith said that the PC has some money in the fund. The enforcement of the lines needs to take place in the holidays and weekends, this is when the village is the busiest. A relief car park on the entrance to the village is an idea, maybe a piece of land could be rented, the PC would need to liaise with the NOTT on this project. There could then be a pedestrianised walk way to the Quay via the Castle, this would take the volume of traffic away from the village centre. Various other ideas have been put on hold for the moment, such as a pedestrian only areas, one way system for the cars, business parking only in the village, etc...

Cllr Howard said that the triangular field near the school could be considered a suitable site, with the entrance by the school and the exit onto Mill Broadway.

Cllr Smith said that this could be discussed further, and the impact on the NOTT would have to be considered.

Cllr Barnwell said that the impact on the NOTT would not be too great as the people would still need to go to the quay, people with boats etc. It would take time to sort a relief car park.

Cllr Thornton said that there are several things to do before the car park could be sorted, is the landowner willing to rent out the field, and what would the cost be. More research needs to take place regarding numbers of vehicles that enter the village. It is also important to see how effective the parking enforcement is going to be.

ACTION: Cllr Smith to complete more research into the traffic management and numbers of vehicles entering into the village.

(6) Ice cream and Fish & Chip Tenders

Cllr Macro said that the tenders for the Ice Cream and the Fish & Chip sites should be sent out shortly. It was agreed that various Fish & chip proprietors should be offered a site near the Castle and the Ice Cream proprietors should be offered both a site at the Castle and the Quay Car Park.

Cllr Thornton asked if the current Ice Cream owner has responded to the letter sent in December.

The Treasurer reported that a response has been received with the acknowledgment that the outstanding money will be paid shortly.

It was agreed that a reply should be sent to ensure the understanding that if the outstanding amount was not paid, then the Tender offer would not be sent out for the next term.

ACTION: Tenders to be sent out to potential Ice Cream and Fish & Chip proprietors.

Reply sent to the current Ice Cream owner.

(7) Adoption of the Financial Regulations, Grants Policy, Publication Scheme, Financial Risk Assessment

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

(8) Groundsman Equipment

The Treasurer reported that every year the Groundsman's equipment, strimmer and lawn mower goes to be serviced. This usually happens this time of year whilst it is quiet and the equipment is not needed.

It was agreed by all to allow the servicing to take place.

ACTION: Treasurer to notify the Groundsman of the Councils decision.

12. Correspondence

Royal British Legion – The Clerk reported that the annual letter from the Royal British Legion had been received for the cost of the poppy wreath. This is usually £75.

It was agreed by all the Councillors to donate the £75.

13. Items for next meeting:

Quiet Lanes, AOCP update, Pump Street,

14. Date of next meeting: 10 February 2021 7pm.

Meeting closed at 8.22pm.

Signed _____ (Chairman) Date _____