

ORFORD & GEDGRAVE PARISH COUNCIL
The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ
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Minutes of the 248th virtual meeting of Orford & Gedgrave Parish Council
held on Wednesday 14th April 2021 at 7.00pm.

Present: Cllr Anne Macro
Cllr Richard Mallett
Cllr Peter Smith
Cllr Craig Ambury
Cllr Frances Barnwell
Cllr Mary Iliff
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.
2. District Councillor Ray Herring
Absent and no report received.

2. Apologies for absence:

Cllr M Green, Cllr M Smy, Cllr S Backhouse, and Cllr J Howard

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 247th Parish Council (PC) meeting held on the 10th March 2021 be accepted as a true record of the meeting.

7. Matters arising from the 247th Parish Council meeting held on the 10th March 2021.

7.1 Quiet Lanes – Cllr Barnwell commented that there was no update at the moment.

7.2 Climbing Dome – The Clerk reported that following on from a meeting with a representative from Calloo, the site for the climbing dome had been agreed and work should commence on the 10th May.

Cllr Thornton asked if the necessary funds had been raised?

The Clerk replied that so far, the PC has £5,500 for the dome, no further funds were available from Andrew Reid. Adnams has been asked for a donation towards the village pump area, but clarification of the existing PC reserves needed to be given. We should have a response from Adnams by the end of the week.

7.3 Pump Area – Cllr Smith reported that Lloyds builders have been able to source some hard wearing bricks; work should commence on the area in two weeks' time. There is some concern over people walking on the area, so a small area of orange fencing may need to be erected. No extra money has been added to the original quote at the moment.

7.4 Recreation Ground – Cllr Macro confirmed that the new pole had been placed on the see-saw. Thanks to Peter Bensted and Nathan Smy for assisting with this.

Cllr Iliff attended at 7.10pm.

7.5 Traffic Management – Cllr Smith commented that a quote had been received to undertake the necessary line markings etc on the roads within the village. This quote is around £15,600. This quote is going to be updated as it does not include the change in dates on the parking restriction signs. The PC currently has £3,500 in the fund, where is the remaining funding to come from.

Cllr Macro suggested that Andrew Reid and Ray Herring are approached for additional funding.

Cllr Smith commented that both Andrew Reid and Ray Herring are subject to purdah rules at the moment, but could be approached after the elections in May. Some time ago it was commented that the lining on the Market Square was the responsibility of the ESC, Ray Herring agreed to look into this but no reply was received.

ACTION: Cllr Smith to contact Ray Herring re the lines on the Market Square,

Cllr Smith commented that the proposed lining of the car park in Quay Street was a good idea, to allow maximum use. Some signage pointing vehicles to the car park would be a good idea. The signs would be most beneficial at the entrance to the village. The signage for the direction to the GP surgery have not been completed. The GP trust are to be asked to fund these signs. Should a quote for the directional signs to the car park be quoted for as well.

Cllr Ambury agreed that the signage should be looked into.

ACTION: Cllr Smith to obtain quotes for the GP and the car park signage. Cllr Smith to contact the GP Trust regarding the funding of the GP signage.

Cllr Mallett agreed to assist Cllr Smith with the erection of the signage.

7.6 Tenders – The Clerk reported that a tender had been received from the Fish & Chip vendors, this was circulated to all Cllrs, a response had been sent but as yet no further reply has been received.

8. Contributions by members of the public.

None

9. Finance

9.1 The Council received, noted, and approved the authorisation for payment sheet. Expenditure as follows: SALC -£339.81, Amazon - £15.49, A Golder - £12.85, and M Backhouse - £14.39. Total £382.54. Also, the staff wages of £1134.12.

9.2 The Council received, noted and approved the End of Year Accounts to the end of March 2021. The Treasurer reported that the PC has a surplus this year of £3,500, this will be available for projects such as the traffic management. Bank accounts – the Treasurer suggested that the PC moves the money from the Barclays Account to the Unity Trust bank account, this would mean all the PC money would be in the same bank.

Cllr Macro asked is a separate account could be set up for the PC reserves.

The Treasurer commented that she could open another account with Unity Trust just to hold the PC reserves.

Cllr Macro proposed that the money in the Barclays accounts be transferred to a Unity Trust reserves account, this was seconded by Cllr Smith and agreed by all.

9.3 Section 1 & 2 of the AGAR.

Section 1 – The Clerk reported that each year ahead of the audit the AGAR form has to be agreed. Section 1 related to the financial management, and internal control the PC has in place to protect the public money.

Section 2 – The treasurer reported that Section 2 relates to the income and expenditure of the PC during the financial year 2020/21.

It was agreed by all to sign both Section 1 & 2 of the AGAR.

10. Planning

DC/21/1353/LBC & 1352/FUL – 87 Market Hill, Orford, IP12 2LH

Permission requested for the construction of a single storey, two bedroomed dwelling to the

rear of 87 Market Hill.

Cllr Wingrove reported that he had looked at the application and there appeared to be only one concern, the traffic going along Bakers Lane. The building application looks fine, but the vehicles is a concern.

Cllr Thornton commented that when the plans were submitted before the PC commented about the traffic on Bakers Lane, this should be mentioned again.

Cllr Macro said there is a no vehicular access sign at the start of Bakers Lane.

Cllr Thornton said that there have always been vehicles going to the Smokehouse.

It was agreed by all the Councillors that there was no objection to the planning application but the concern about the vehicles on the Bakers Lane should be mentioned.

ACTION: The Clerk to submit a response to the ESC planning department.

DC/21/1551/LBC – The Manor House, Market Hill, Orford, IP12 2LH

Permission requested for the proposed installation of new windows and door to replace existing rotten items.

It was agreed by all for no objection to this proposal.

ACTION: The Clerk to submit a response to ESC planning department.

Other notifications:

11. Parish Council Business: -

(1) AOCF

Cllr Barnwell reported that the plans are still with the Environment Agency. At the moment there is an ongoing investigation as to deposits of clay on the marshes. The plans will be on hold until this investigation is completed. At the moment there is no time line as to when this will be resolved, there are bi-monthly updates. AOCF will be circulating a statement to inform the public of the proceedings.

It was agreed by all to let the AOCF deal with this and the PC receive and circulate updates.

ACTION: Cllr Barnwell to feedback any information at the next PC meeting.

(2) Village Feast

Cllr Macro reported that the bar, the butcher and the music has been pencilled in for the 28th August 2021. The Flower Show has stated it will go ahead, at the moment, subject to Covid restrictions. Should the PC apply for the road closure as ESC need three months to approve this?

It was agreed by all for the Clerk to submit a Road Closure application to ESC.

ACTION: Clerk to complete the Road Closure paperwork.

(3) Annual General Meeting and Annual Parish Meeting

Cllr Macro commented that following on from Government guidance, the AGM and APM - APM at 7pm. The meeting is to take place in the Main Hall, there will be no paperwork, seating 2m apart, face shields to be worn and hands to be sanitised on arrival.

ACTION: Advert to be placed in the Village Voice.

12. Correspondence

Resident – Daphne Road Village Green – The Clerk read out the email from the resident concerning the parking and damage being caused to the village green in Daphne Road.

Cllr Macro commented that there were two/three signs on the area of village green stating no parking, but these seem to have been moved.

Cllr Thornton suggested that more signage is placed on the village greens in all areas of the village, as a reminder.

It was agreed to respond to the resident stating that the situation is being monitored, more signage for the village greens and directional signage showing the car park. It was also agreed for Cllr Smith to talk with the parking enforcement officer.

ACTION: Cllr Smith to talk with the parking enforcement officer regarding parking on Village Greens. Clerk to respond to the resident.

Andrew Reid arrived at 7.48pm

Resident – increase in traffic – The Clerk read out an email from a concerned resident about the amount of traffic and parking in the village.

Cllr Thornton commented that he had spoken with the resident and informed of the PC's traffic management plan.

Planning Protocol – Cllr Wingrove reported that some correspondence had been received from another PC regarding the ESC Planning Department protocol.

After some discussion the Cllrs agreed that there was no concern with OGPC and the ESC planning department, they have always been very helpful with any issue we encountered. If the PC has any concerns in the future these will be registered separately.

1.1 County Councillor Andrew Reid

Andrew Reid apologised for being late as he had other PC meeting to attend. A few items from the report included; over 98% of children have received their preferred secondary school place; there are to be improvements at the recycling centres; community vehicles are to aid with digital connectivity; there is to be money donated to the Suffolk Against Gangs; £3m funding available to aid with complete de-carbonisation by 2030; zig-zag lines near schools have been improved; and there has also been some tree planting taking place.

Cllr Thornton asked if it would be possible to confirm if the zig-zag lines at the school mean no parking at any time.

Andrew Reid agreed to look into this and respond.

Cllr Smith asked when the PC could approach Andrew Reid for funding regarding the traffic management plans.

Andrew Reid explained that if he is re-elected, then the PC could apply for funding the week after the elections.

Cllr Macro thanked Andrew Reid for attending.

Andrew Reid left at 8.04pm.

13. Items for next meeting:

Traffic Management Plan, Quiet Lanes

14. Date of next meeting: 19 May 2021 6pm. (AGM)

Meeting closed at 8.05pm.

Signed _____ (Chairman) Date _____