

ORFORD & GEDGRAVE PARISH COUNCIL
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Minutes of the 252nd meeting of Orford & Gedgrave Parish Council
held on Wednesday 22nd September 2021 at 7.00pm in the New Room of the Town Hall.

Present: Cllr Anne Macro
Cllr Richard Mallett
Cllr Peter Smith
Cllr Margaret Green

Cllr Ian Thornton
Cllr Craig Ambury
Cllr Gary Wingrove

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 had a few items to verbally report on from his written report. These items were from August; the Suffolk County Council (SCC) has agreed to support the Afghan refugees. Some will be coming to Ipswich and assistance will be given with their housing needs, religious needs food and medical assistance. There will be more information on this to follow. There has been several events linked to Climate change, a list of venues and dates is in the written report. There is a new Chief Fire Officer John Lacey, he is keen to visit all the Fire Stations within Suffolk.

SCC has led discussions into a new form of devolution, how Suffolk can work better together into the future, this work is ongoing. There is a report into the offering of Special Educational Needs (SEN) care for children. An independent review shows that SCC has been failing in this area. A full report will be published this week. SCC will be apologising to parents involved and there will be a change in the way the approach to this is given.

Cllr Smith commented that there have been some adjustments made to the traffic management plan, with the change of some of the double yellow lines. There are 2 maps, one shows double yellow on a stretch of the Ipswich Road, round by Toller Close: the second shows Castle Hill, Gedgrave Road junction, and round to Broad Street. Some of the residents of Toller close feel this section of double yellows should be extended down past the garage site to join the footpath from Ferry Road, this would enable the children to have a clear area to walk to school.

Cllr Green suggested that the double yellow should be extended along Gedgrave Road slightly, as cars often park on that junction.

It was agreed by all that these proposals are forwarded to the Highways Team.

ACTION: Cllr Smith to send new proposals to the Highways Team.

Cllr Smith thanked Andrew Reid for his assistance with the traffic management.

Andrew Reid left the meeting at 7.13pm.

2. District Councillor Ray Herring Absent and no report received.

2. **Apologies for absence:**
Cllr J Howard, Cllr M Iliff, Cllr M Smy 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 251st Parish Council (PC) meeting held on the 14th July 2021, the Extraordinary meeting held on the 21st July 2021 and the 29th July 2021 be accepted as a true record of the meeting.**
7. **Matters arising from the 251st Parish Council meeting held on the 14th July 2021, and the extraordinary meetings held on the 21st July and the 29th July 2021.**
 - 7.1 Traffic Management – this item was covered above.
 - 7.2 Internal Audit – The Treasurer is ensuring that the invoices are signed and approved. The Clerk is ensuring that the expenditure is placed within the agenda.
 - 7.3 Quiet Lanes – Cllr Macro reported that following on from the Extraordinary meeting the Clerk forwarded our comments to the Quiet Lanes Team who responded stating that the final round of proposals for nominations would need to be received in October, Orford's QL nominations will be placed in the backlog list and we will be notified should more funding become available.
 - 7.4 Internal control statement – Cllr Smith, the Treasurer and the Clerk are to meet on the 3rd November.
 - 7.5 Festival of Suffolk 2022/Queens Platinum Jubilee – Cllr Macro reported that there has been a request for the beacon to be lit on the 2nd June. The beacon requires some work due to it being slightly unsteady when the beacon is filled to light. There is a metal post in the corner of the old garage site, would the owner donate this for the beacon. It was agreed by all to approach the owner for the post.
ACTION: Cllr Macro to approach the owner of the garage to ask if he would donate the post. Cllr Macro to liaise with Mr Rumsey re a quote for a new beacon for the village.
 - 7.6 Hedges – Cllr Mallett reported that there are several hedges around the village that require cutting back; Castle Hill and Pump Street are part of the areas.
Cllr Macro suggested that the Councillors take photos of overgrown hedges and forward them to the Clerk.
ACTION: Councillors to take photos of overgrown hedges and send to the Clerk.
 - 7.7 Recreation Ground – Cllr Macro said that a copy of the hire costs for the recreation ground had been handed out to all. Should the costs for the hiring remain the same, should we look at the areas, do we keep it or amend it?
Cllr Thornton suggested that the areas are looked at, as they are not very specific.
Cllr Ambury said that it is very difficult to charge for an area.
Cllr Thornton commented that it would be easier to charge by the squared metre.
ACTION: Cllr Wingrove to find the size of the floor area of the Flower show marquee. Cllr Macro to talk to Cllr Howard about the areas mentioned on the hire form.
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: A Golder (reimbursement for petrol for lawn mower and strimmer) - £15.79, Clicks Marketing (Defibrillator, reimbursed £950 from NOTT) - £1140, SALC (internal audit fee) - £292.80, Suffolk County Council (Contribution to traffic management) - £4989, Eastern Play Services (repairs to wet pout in play area) £1560, Orford Sports club

(Electricity for recreation streetlights) £11.83, Flamingo Band (Village Feast Band, reimbursed £650 from NOTT) £650. Total £8651.92. Also, the staff wages of £1134.12.

Cllr Thornton asked if the recreation ground lights could be on a bit later.

Cllr Mallett said that these lights are on a timer, that is positioned in the recreation ground hut.

ACTION: Clerk to investigate timer for the outside lights.

10. **Planning**

DC/21/4299/TCA – Brundish Lodge, High Street, Orford, IP12 2NW

1 Sycamore – crown reduction of up to 30%

Cllr Mallett reported that he had been to look at the tree and was happy with the proposal.

The Parish Council had no objection to this proposal.

ACTION: Clerk to notify ESC of the PC's decision.

Other notifications:

11. **Parish Council Business: -**

(1) Re-adoption of the Temporary Signs Policy, Data Protection & Information Management Policy, and the Standing Orders.

All the councillors agreed to re-adopt the above policies.

(2) Village Feast – The Clerk reported that an enjoyable evening was had by all. Thank you to NOTT for funding the band. Beyond Bar Services kindly gave us a donation of £80 following on from the sales of the evening.

(3) Recreation Ground – Cllr Macro said that some queries had been received regarding the no kite flying signs on the recreation ground. After some discussion it was agreed that kite flying should be permitted and the signs stating no kite flying should be amended. Mark Thacker has been to look at the main gates to the recreation ground, as they do not shut properly. The main gate post is rotten and needs replacing, this is at a cost of £215.

All the Councillors agreed to this expenditure.

ACTION: Clerk to notify Mark Thacker of the Council's decision to go ahead with the replacement of the gate post. The 'no kite flying' on the signs on the recreation ground is to be covered.

(4) Cherry Tree on Village Green – Cllr Mallett reported that following on from the trip incident he noticed fungi growing at the bottom of the tree, he requested that we ask our preferred tree person to take a look, Paul came and looked at the tree and stated that it needed to be removed. Two more tree specialists were asked to look and give their opinion; both came back with the same response. A visit from the East Suffolk Council tree officer was requested and he gave a written report. The report stated that the tree was "The fact that the tree is showing a clear lack of foliage (around 50-60% of full cover), shows that it is in an increasingly deteriorating condition. It has a number of decaying old pruning wounds and cavities, including at the base of the main scaffold limbs. As this decay progresses, it is increasingly likely that the main limbs of the tree could collapse. At the base of the tree there is clear evidence of Ganoderma fungal fruiting bodies which indicate basal decay which will inevitably lead to progressive instability of the tree. The tree stands in publicly accessible space and next to a busy road that sees exceptionally heavy traffic flows and footfall in the main tourism periods. It is my view that the tree cannot be retained in its current (and inevitably worsening) condition in that location without the Council being seen to be failing in its duty under the Owners and Occupiers Liability Act to maintain trees in a reasonably safe condition for those on or adjacent to their land."

The clerk reported that three quotes had been obtained to remove the tree, £745, £400 and £325. It was agreed by all to accept the quote for £325 which included the removal of the tree stump and roots. It was also agreed to replace this tree with a well-established tree.

ACTION: Clerk to contact the lowest quote and confirm the price, then give them the go ahead to complete the work.

(5) Quote for fitness equipment information labels – The Clerk reported that on the previous inspection of the gym equipment, the PC had been advised to put some labels on the equipment stating how to use, and the height restriction. The cost for these labels is £87 +VAT for 11 labels.

It was agreed by all to accept the quote for the labels.

ACTION: Clerk to notify Fresh-air Fitness of the approval of the quote.

(6) Resignation of a Councillor – Cllr Macro reported that a resignation letter had been received from Cllr Barnwell. Cllr Macro stated that she had offered Cllr Barnwell a 6-month sabbatical, but she had stated that she was going to be out of the village more.

Thanks to Frances (Cllr Barnwell) for all her hard work and support whilst on the Parish Council.

ACTION: Clerk to notify ESC of the resignation.

12. Correspondence

Resident – condition/look of the garage site – Cllr Smith stated that there was nothing that we can do about asking the owner to tidy the site.

Cllr Thornton suggested that it would be good to have boarding or green fencing, could the PC pay for this? It would make the site look a lot tidier.

The Clerk commented that the Environmental Health should be visiting the site as there has been reports about rats.

ACTION: Cllr Thornton to investigate the cost of fencing or boarding.

13. Items for next meeting:

Festival of Suffolk Queens Platinum Jubilee, Recreation Ground Charges, Quarterly Accounts, External Audit Report

14. Date of next meeting: 13 October 2021 7pm.

Meeting closed at 8.12pm.

Signed _____ (Chairman) Date _____