

**ORFORD & GEDGRAVE PARISH COUNCIL**  
**The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ**  
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**Minutes of the 254<sup>th</sup> meeting of Orford & Gedgrave Parish Council**  
**held on Wednesday 10<sup>th</sup> November 2021 at 7.00pm in the New Room of the Town Hall.**

Present: Cllr Anne Macro  
Cllr Richard Mallett  
Cllr Craig Ambury  
Cllr Margaret Green

Cllr Ian Thornton  
Cllr Jonnie Howard  
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.  
Absent and no report received.
2. District Councillor Ray Herring  
Absent and no report received.

**2. Apologies for absence:**

Cllr S Backhouse, Cllr M Smy, Cllr P Smith and the Treasurer.

**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 agreed that the minutes of the 253<sup>rd</sup> Parish Council (PC) meeting held on the 13<sup>th</sup> October 2021 be accepted as a true record of the meeting.**

**7. Matters arising from the 253<sup>rd</sup> Parish Council meeting held on the 13<sup>th</sup> October 2021.**

7.1 Internal Control Statement – This item is to be carried over to the next meeting.

7.2 Festival of Suffolk 2022/Queens Platinum Jubilee – Cllr Macro said that it would be nice for the village to put on a Street Party for the celebrations. This would be held on the 4<sup>th</sup> June 2022. The Market Square would be closed. This would be from 1.30pm to 6.30pm. The Pump Street Bakery has kindly offered to organise the BBQ. It would be good to have some background music and bunting.

The Street Party was agreed by all.

**ACTION:** Any ideas for entertainment to be emailed to the Clerk.

7.3 Hedges – Cllr Howard said that he had submitted a photograph of the hedges in Castle Lane and Pump Street. It would be important to find the owner of these hedges and ask them to arrange for the cutting.

ACTION: Cllr Macro to contact a previous Gardener to ask if he could contact the owner of the property.

7.4 Recreation Ground – Cllr Macro said that she had organised for the no kite flying signs to be covered or removed.

The Clerk commented that she was still waiting for the second quote to tighten the zip-wire.

ACTION: Clerk to chase the second quote for the tightening of the zip-wire.

7.5 Orford General Store – The Clerk confirmed that she had written to the Shop Manager confirming that the PC was happy for the placement of the new Gazebo, and also the contribution of a peppercorn rent, but no 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: Leiston Press (Village Voice - October) - £76, John Cheeney Senior (Holiday cover 1 week) - £56.40, Community Action Suffolk (Bonfire Insurance, which has been reimbursed) £80.25, Fresh Air Fitness (Gym Equipment Safety Labels) - £104.40, Leiston Press (Village Voice – November) £76.00 and M Backhouse (Amazon – First Aid Kits for the Groundsman and Street Cleaner) - £22.28 Total £415.33 Also, the staff wages of £1325.30 (summer months wages, winter months is £1134.12).

A copy of all the invoices and payment sheet was signed by Cllr Macro and Cllr Howard.

## **10. Planning**

### **DC/21/4760/FUL – Orford Castle, Orford Green, Orford, IP12 2NE**

Consolidating the external Septaria walling, piecing in replacements and re-support to areas of deep loss, dubbing out and covering the Septaria with lime render; carrying out lime mortar repairs and partial repointing to parapets, string courses, window surrounds and quoins, replacing deeply damaged/fractured dressed stone, forming lead weathering to vulnerable projections, repairing, and repointing external stonework, modifying the windows, and repairing the asphalt roof coverings.

The Councillors had no objection to this proposal.

### **DC/21/4807/FUL & 4808/LBC – 114 Church Street, Orford, IP12 2LL**

Amendments to the design of the ancillary accommodation PP granted (December 2019 DC/19/4106/FUL)

After some discussion it was agreed by all for Cllr Wingrove to look at the application and give a response on behalf of the PC for the Clerk to submit to ESC.

### **Other notifications:**

## **11. Parish Council Business: -**

### **(1) Re-adoption of the Risk Assessments for the Litter controller and the Groundsman.**

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

### **(2) Christmas Tree**

It was agreed by all for Cllr Macro to source a 14ft Christmas Tree for the PC and a 12ft Christmas Tree for the NOTT.

### **(3) Christmas Carol Service**

Cllr Macro confirmed that the Carol Service would go ahead this year around the Christmas Tree on the Village Green outside the shop. This is to take place on the 22<sup>nd</sup> December 2021 at 6.30pm. There will be refreshments, and the Woodbridge Excelsior band.

### **(4) Friends Garage Update**

To be carried over to the next meeting.

**(5) Co-option of a Councillor**

To be carried over to the next meeting.

**(6) Dates of next year's meetings.**

A copy of the meeting dates for the next year was presented to the Councillors and was agreed by all.

**(7) Queens Green Canopy**

It was agreed by all to approach the Woodland Trust to see if they could provide a tree to be planted in place of the Cherry Tree to be removed outside the shop. This tree could have a plack stating the "Planted in honour of the Queens Platinum Jubilee" placed beside it.

**12. Correspondence**

**Flower Show Committee** – Cllr Macro reported that an email had been received from the Flower Show Committee requesting the use of the recreation ground for the Flower Show 2022. The marquee would be in position for the same amount of time as last year.

It was agreed for the Flower Show to use the recreation ground, but the cost of 50p/per square metre should be stated.

ACTION: Clerk to respond to the Chair of the Flower Show Committee.

**Daphne Road** – Cllr Macro reported that notification of the roadworks in Daphne Road had been circulated to all.

**Woodbridge Town Council** – Cllr Macro said that an email had been circulated to all from Woodbridge Town Council asking whether the PC has called a Climate Emergency.

It was agreed by all to respond to Woodbridge Town Council that at the moment, the PC had not called a Climate Emergency.

**Mobile Phone Mast** – Cllr Macro said that notification of the work to be undertaken at the phone mast at the Broome site, to upgrade it to 4G had been received.

**Potkins Lane** – Cllr Macro said that an email from ESC had been received in relation to a breach of planning policy regarding a fence.

**Covid Vaccine Bus** – Cllr Macro reported that the Covid Vaccine bus would be visiting the Quay Street car park and they would like to erect some temporary signs showing the direction to the bus. It was agreed by all that the temporary signs could be erected to show the route to the bus.

**Traffic Management** – Cllr Macro commented that an email had been received from a resident concerned about the vehicles parking in Pump Street, the suggestion was to place double yellow lines outside the Bakery.

Cllr Howard suggested that the Traffic Management group should write a brief explanation of what the group has achieved in the Village Voice.

ACTION: Traffic management group to write a brief explanation for the Village Voice.

**Village Trail** – Cllr Howard commented that someone had brought to his attention that it may be quite nice for the village to have a trail with houses of interest having a plack on the side of them, e.g., the Blacksmiths, the Tailors etc. It was agreed by all the Cllr Howard should approach the Orford Museum with the idea, as they may well have some information about certain properties already.

**Bonfire Event** – Cllr Mallett reported that the Bonfire event went well and was well supported, with donations of about £1500.

**13. Items for next meeting:**

Festival of Suffolk Queens Platinum Jubilee, Friends Garage Site

**14. Date of next meeting: 12 January 2021 7pm.**

Meeting closed at 7.53pm.

Signed \_\_\_\_\_ (Chairman)      Date \_\_\_\_\_