SOMERLEYTON ASHBY & HERRINGFLEET PARISH COUNCIL

Draft Minutes of the Meeting of the Parish Council held on Thursday 11th July 2024, commencing at 7.15pm in the Village Hall

PUBLIC FORUM

Commenced at 7.18pm

There were no members of the public in attendance.

The Chair called for a report from East Suffolk Councillor, P. Ashdown.

Councillor Ashdown said that the new Planning Framework would be published soon. He expected that there would be Onshore Wind Farms established in East Suffolk following the new Government's Energy Policy.

He informed the Meeting that the Sports Boxes (BoxUp scheme) were in place in Normanston Park and on Lowestoft South Beach. These provide free to use sports equipment for anyone who downloads the App, and registers. Further Boxes will be available in Oulton and Nicholas Everitt Park. Parish Councils are able to apply for a Box on their Playing Field, perhaps to share with a neighbouring Parish Council.

There will be funding available this year to Parish Councils who wish to develop a project aimed at promoting good Mental Health and Well Being.

The Gull Wing Bridge will be formally opened later this summer; no set date yet.

S. Tull informed the Meeting, in the absence of County Councillors, that he was pleased to acknowledge offers of funding from both East Suffolk and Suffolk County Councils, for much improved audio equipment for the Village Hall. This will enable more ambitious, rewarding events to be planned. Fundraising will be necessary to raise the balance of the cost.

The Business Meeting of the Parish Council commenced at 7.28pm. In attendance were: Parish Councillors D. Ainslie, J. Foster, G. Gibbs, P. Johnson, R. Lindsay, D. Owen, S. Phillips (in Chair), C. Reynolds and S. Tull. Also in attendance was East Suffolk Councillor P. Ashdown.

1. **Apologies For Absence.** Apologies were accepted from C. Diggins, J. Griffith and N. Livingstone. Apologies were received from Suffolk County Councillors E. Back and K. Robinson.
2. **Declarations Of Interest**. None had been received. The Chair noted that he and C. Reynolds had a non-pecuniary Interest in item 9.1 on the Agenda, and that P. Johnson had a pecuniary interest in the same item, as an employee of the owner of an adjacent property.
3. **Requests For Dispensation.** None had been received.
4. **Minutes of the Previous Meetings**
   The Meeting approved and the Chair signed as a correct record the minutes of the Annual General Meeting held on 9th May 2024. Proposer: S. Tull; Seconder: P. Johnson. All in Favour
5. **Clerk's Report on Ongoing Matters.**
   Public Forum. Concerns had been raised in the Public Forum in May about the maintenance of the grass verges, on both main and minor roads. This was an issue which was raised last year at this time. The Clerk gave an email link to Suffolk County Council's Policy on this matter, (and also Norfolk CC's policy as a comparator; they are very similar). The Estate's own practice is very much in line too. The link to the Suffolk CC Policy is here: https://www.suffolk.gov.uk/roads-and-transport/roads-pavements-and-verges/trees-grass-and-weeds
   The Meeting noted that the verges are not always cut to the width laid down in the Policy.
   12. The Raised Beds at the Forge Garage. The beds were cleared on 3rd/4th July; the Clerk will check whether there is an intention to plant this up this season. One of the parishioners who raised concerns about the raised bed, is also concerned about the general appearance of the site, including the telephone kiosk which is owned by the Parish Council. The Chair asked Councillors to come back to the next Meeting with ideas about how the Phone Box may be utilised, and whether there is a better place to site it.

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6. **Requests From Parishioners**
   There have been none.
7. **Parish Plan Working Groups**
   The Meeting received reports from the working groups.
   7.1. Defibrillator Group. Attached. The Clerk will write a Letter of Thanks to the Trustees of the Somerleyton Award Charities who have fully funded the PPE's for new Volunteers.
   7.2 Green and Environment Group. Attached. The Meeting noted the success of the Group's 'Give and Take' Day, in particular the Bug Hotel which was built on the day in a quiet spot overlooking the Pond. The Meeting also noted that the Dark Skies Village signs have been attached to the road signs at the entrance to Herringfleet and Somerleyton.
   7.3 Advice and Information Group. Attached. The Meeting agreed that the name of this group should be changed to Advice Information and Infrastructure Group, to take into account the work that the Group is undertaking in that area. S. Phillips is liaising with Suffolk Highways on the redundant signs on the bends where the B1074 approaches the School from both Herringfleet and the Blundeston Road. He is also raising the damage to the finger post at the T junction of Market Lane and Blocka Road which may have coincided with the latest verge cut there.
   7.4 Speed Awareness Group. D. Ainslie presented a graph to the Meeting with the latest recordings of speed along The Street, where it forms part of the B1074 past the end of The Green and the Primary School. D. Ainslie comments: 'The data sets show that the vast majority of vehicles travel well within the 30mph, with the highest band by far being the 20mph speed band'. The Group agreed to turn the SID to face traffic coming from the other direction, to capture speeds along The Street from the southwest. It also agreed to set it from the post near The Pond to capture speeds of vehicles driving past the parked vehicles along The Street from its junction with Station Road.
   7.5 Warm Hub Group. The Meeting agreed two further payments for the Warm Hub. These relate to the final session on 22nd April, the inaugural performance of the newly formed Drama Group who played to a packed house.
   The costs incurred were £40 for the Hire of the Village Hall on the eve of the Performance for rehearsal and setting up, and £22 for the printing of tickets and posters advertising the event. Both are reimbursements to Julia Griffith. Proposer: S. Tull; Seconder: G. Gibbs. All in Favour.
8. **Annual Parish Meeting.**
   Review of the APM held on 16th May 2024. 35 people attended the Meeting, 31 were residents of the three villages. The Meeting listened with interest to Steve Tull's presentation titled 'A Load of Rubbish' about the new recycling regulations and what they mean for individuals and organisations.
   The Meeting agreed that a working group will be set up at the September to consider the format of the next APM.
9. **Planning.**
   9.1 Recent Applications:
   The Meeting agreed that the Parish Council **supports** the following Planning Application. . Proposer: R. Lindsay; Seconder: S. Tull. All in Favour.
   The Clerk will notify the Planning Department.
   DC/24/2074/FUL
   Proposal: Accessible toilet and associated works
   Site address: The Village Hall, The Street, Somerleyton, Lowestoft, Suffolk NR32 5QB
   9.2 Recent Decisions.
   DC/24/1293/FUL and **DC/24/1294/LBC** Planning and Listed Building Consent applications for the removal of a porch at Manor Farm NR32 5QS and for its replacement with one more sympathetic. The Parish Council had no objection to these applications. Both were granted permission by East Suffolk Council.

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The Chair had attended earlier that day a very useful Planning Forum at Riverside, to learn about the development of the new Planning Framework to be finalised before October. East Suffolk Council will encourage developers to go over and beyond the standards of the new Framework. It is likely that the new Government will legislate to encourage house building. ESC is preparing to start the process next year of developing a new Council wide Plan to replace the Waveney and Suffolk Coastal Plans.

10. **Village Events- Review.** Saturday 18th May: Green Give and Take Day at the Village Hall with cake and Plant Stall. The event raised £160 for the Social Fund of the Parish Council.
Saturday 6th July: School Fete on The Green. This was badly impacted by the appalling weather with heavy rain throughout the day. The Parish Council will pass on to the School the full amount raised by the Car Park. The School will run a Mini Fete after school on 17th July, to enable some of the items made by the children to be sold.
11. **Village Events – Forthcoming.** No events planned in the near future.
12. **Review Of Assets.** The Meeting received a Report on the recent Review of Assets carried out by the Chair and Vice Chair, with the Clerk.
    - The Chair suggested that Councillors consider volunteering to maintain one of the assets, perhaps a bench. J. Foster volunteered to maintain the Bench on the corner of The Green. G. Gibbs is already taking care of the Memorial Bench at the junction of The Street and The Common.
    - S. Phillips has been in touch with the manufacturers of the Swing Frame on the Green, the cross beam of which is deteriorating and unsafe. They agree that this a design fault which they will put right.
    - The three small Noticeboards at The Green, Herringfleet and Ashby, are deteriorating, In particular the locking mechanism and the doors. This will need to be addressed.

13. **Finance.**
13.1The Meeting noted the following update from the Clerk on the Annual Accounts 2023-24. The Accounts for 2023-2024 have now been published on the Main Noticeboard and on the Parish Council's Website. The Public Right to View commenced on Monday 24th June and will run until Friday 2nd August.
13.2 The Meeting received the First Quarterly Financial Report, to end of June 2024.
14. **Payments To Be Approved.** The Meeting approved the following payments.
Proposer: S. Tull; Seconder: R. Lindsay. All in Favour.

G. Gibbs: Reimburse Gluten Free Refreshments for Warm Hub	2.85
C. Diggins: Reimburse Name Badges for Annual Parish Meeting	6.00
Play Inspection Company: Annual Report for Play Equipment on The Green	99.00
NP&TS: Annual Subscription	55.00
Clerk's Salary 1st Quarter	476.00
Clerk's Income Tax	119.00

15. **Review of Policies and Procedures.**
The Chair and G. Gibbs will carry out a review of the Parish Council's Policies and Procedures. They will report on progress at the next Meeting.
16. **Training for Councillors on the Role of Chair and Vice Chair.**
The Chair and Clerk had not yet received any expressions of interest from Councillors in taking on the role of Vice Chair and Chair. They had been sent details from Norfolk Parish Training and Support of training for Councillors who are new to the role of Council Chair/Vice Chair. The Meeting was asked whether accessing this Training might encourage Councillors to consider taking on the role in the future. C. Reynolds volunteered to undertake online training so that he would feel confident in taking the Chair, if both the Chair and Vice Chair are unable to attend a Meeting of the Parish Council.

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17. Correspondence. The Meeting noted the following items of correspondence.
22/05 ESC: Suffolk Sight Equipment Information Day
22/05 NPTS: Training Opportunities
22/05 JPH: Updates from the Hospital
22/05 NPTS: Subscriber News
22/05 ESC: Custom and Self Building Supplementary Planning Policy Document
22/05 BA: Broads Briefing
22/05 Safety of Lithium Batteries, e-bikes and scooters
05/06 ESC: Green Print Newsletter
05/06 ESC: Visit to Power 4KcC
05/06 ESC: Guided Tour of Worlingham Marshes
05/06 Suffolk Community Foundation: May News of Grants etc
05/06 Suffolk CC Majority Group: Town and Parish Newsletter
06/06 ESC: Green Print Forum; News of Events
17/06 ESC: Quality of Place Awards
17/06 NPTS: Subscriber News
05/07 NPTS: Model Documents for All
05/07 SCC Majority Group: Monthly Town and Parish Newsletter
05/07 ESPA: News from East Suffolk Planning Alliance
05/07 Suffolk Community Foundation: Invitation to find out about Sizewell C Community Fund

18. Dates and Times of Next Meetings:
Parish Council Meeting: Thursday 12th September 2024, commencing at 7.15pm with the Public Forum

Sue Read parish.clerk@ashvillages.org.uk 01502 450623