SOMERLEYTON ASHBY & HERRINGFLEET PARISH COUNCIL

Draft Minutes of the Meeting of the Parish Council, which took place on Thursday 12th September 2024, in the Village Hall, commencing at 7.15pm

PUBLIC FORUM commenced at 7.15pm. There were no members of the public in attendance. The Chair called for reports from Councillors K. Robinson, (Suffolk County Council) and P. Ashdown, (East Suffolk Council)

Councillor Robinson said that the Gull Wing was now open to vehicles, cycles and pedestrians. The formal opening will take place in November.

It may be that Oulton Broad wishes to take back its Speed Indicator Device, in which case he will purchase a new one for us to share with Lound.

He referred Parish Councillors to the Newsletter which is forwarded to them on a monthly basis.

Councillor Ashdown said that two redundant beach huts were to be collected; one for the Men's Shed Group and the other for extra storage at the Village Hall. The recipients will liaise with Somerleyton Estate about collection and delivery.

He advised about the two Funding streams for which the Parish Council may like to apply. He suggested that the Parish Council may wish to collaborate with Lound to provide an Exercise Class at each Village Hall on alternate weeks, and also to provide a mental well-being and cost of living hub for the coming winter.

He also informed the Meeting that the Buzz Around Bus will now accept Concessionary Bus Passes as payment from 9.30am. Funding for the service has been extended to the end of March 2026.

The Public Forum ended at 7.26pm and the Business Meeting commenced.

In attendance were: Parish Councillors D. Ainslie, C. Diggins, J. Foster, G. Gibbs, P. Johnson, N. Livingstone, S. Phillips (in Chair), C. Reynolds and S. Tull. Also in attendance were East Suffolk Councillor P. Ashdown and Suffolk County Councillor K. Robinson.

1. **Apologies for Absence** Apologies were accepted from J. Griffith, R. Lindsay and D. Owen. Proposer: C. Reynolds; Seconder: G. Gibbs. All in favour. Apologies also from Councillor E. Back.
2. **Declarations of Interest** in items on the agenda received in writing prior to the Meeting. None were received.
3. **Requests for Dispensation.** The Meeting will decide on any written requests for dispensation to participate in discussion and voting despite disclosable pecuniary interest(s), to be received in writing prior to the Meeting. None were received.
4. **Minutes of the Previous Meetings**
   The Meeting approved and the Chair signed as a correct record the minutes of the last Meeting held on 11th July 2024. Proposer: D. Ainslie; Seconder: J. Foster. All in favour.
5. **Clerk's Report on Ongoing Matters**
   15. Training: The Clerk has investigated the availability of online training for the role of Parish Council Chair, as requested by C. Reynolds. NPT&S are running a **whole day** Training Session on **20th November**, entitled 'Chairing Successful Meetings'. This will be a face-to-face Session, held in Costessey. **Cost £60.** They will be running this training again, and on-line, probably next June. For new Parish Councillors or those who were not able to attend the Whole Council Training, NPT&S are offering **on line** training in two sessions on **8th and 15th October** from **7.00pm to 9.00pm. Cost £52.** C. Reynolds confirmed that he would like to attend the session on 'Chairing Successful Meetings', to be held at Costessey Community Centre and S. Tull confirmed he would like to attend the online new Councillor Training. The Meeting has agreed to this expenditure. The Clerk will liaise with NPT&S.
6. **Requests from Parishioners**
   1.The Meeting heard that the Clerk was approached by a member of the Public who had heard that the Post Office, which is open from 1.00pm to 3.00pm each Tuesday at the Forge Garage, may be withdrawn. The Clerk has spoken to the PO employee on consecutive weeks, and he

reports that there is no intention on behalf of the Post Office to close the service, but that he only has a few customers each week, so the situation may change. Somerleyton Together has encouraged people to use the Post Office more. The Chair has since received a letter from an External Affairs Advisor at the Post Office confirming that it had no plans to close the Service. N. Livingstone offered to devise a Poster encouraging people to use the service more.

2. The Meeting considered a proposal that a skip is hired to remove the unusable Pre School items which have accumulated behind the hall plus any unwanted items currently in the store rooms. This is considered important as a valuable new audio set up will soon be purchased which will require lockable secure storage space at the Village Hall. The Parish Council agreed to pay for a Skip, in the sum of up to £200, to allow the sorting and clearance of these items in collaboration with the Pre-School Group, Proposer: P. Johnson; Seconder: S. Tull. All in favour.

3. The Meeting agreed a request for £50 from the Community Choir for the download of music and to cover possible short fall in donations for Room Hire at the Village Hall. Proposer: N. Livingstone; Seconder: G. Gibbs. All in Favour.

4. The Meeting addressed the concerns of some parishioners about the future of the allotments. The Chair had discussed this prior to the Meeting with the Estate Manager, who sought to reassure the Meeting that there were no active plans by the Estate to change the use of the current allotment land.

Parish Plan Working Groups

7.1 Defibrillator Group. There was nothing to report.

7.2 Green and Environment Group. The Meeting received the Report from the Group. It agreed to fund up to £100, for the following two planned events, both are weather dependent:

'A Dark Skies Bat Walk from Ashby Village sign to Ashby Church on Friday the 11th October, where hot drinks and juice will be served before the walk continues back to the Village sign.

Relating to Dark Skies, we are also planning to run a Star Count Event in the February half term 2025, at Somerleyton Church. The Campaign for the Protection of Rural England (CPRE) help co-ordinate these events across the country. This will be particularly targeted at families with children.'

Proposer: N. Livingstone; Seconder: P. Johnson. All in favour. The Meeting learned that there is just one facility in Britain, in Halifax, which can recycle the component parts of Tetrapaks. It seems too that some drink companies are considering the use of bottles which can be reused, with the incentive of giving money back to those who return them.

7.3 Advice, Information and Infrastructure Group. Nothing to report.

7.4 Speed Awareness Group. The Speed Indicator Device is still facing the School, and is useful now that the Autumn Term has begun. The Group do plan to use it to measure speed further down The Street to capture speeds of vehicles travelling to the Station and the Duke's Head.

7.5 Warm Hub Group. The Meeting considered the Report from the Warm Hub Group, noting that the Group did not recommend that the Parish Council applies for funding from either of the current streams; suggesting that a monthly Warm Hub should be planned instead over the winter months which seeks overall to be self-funded by donations from attendees, but which is granted from the PC's Social Fund a start-up fund of £300 for initial publicity and the first three sessions. At this point, Councillor Ashdown invited the Parish Council to apply for funding from East Suffolk's Enabling Communities Budget for the cost of the whole Project. The Meeting agreed to do this. Proposer: D. Ainslie; Seconder: G. Gibbs. All in Favour.

8. **Parish Council Nominee for the Somerleyton Award Charities.** The Meeting agreed to nominate Sue Read to the Somerleyton Award Charities for a further four-year term. Proposer: P. Johnson; Seconder: G. Gibbs. All in Favour.

9. **Planning.**

9.1 Recent Applications: The Meeting is agreed that it had No Objection to the following application for Listed Building Consent. Ref: DC/24/2398/LBC

Proposal: Listed Building Consent - The proposed works comprise the undertaken of replacement of internal fire doors, erection of demountable studwork partitioning and boarding ceilings to provide fire compartmentation in accordance with the provisions of the Regulatory Reform (Fire Safety) Order 2005.
Site address: Somerleyton Primary School, The Street, Somerleyton, Lowestoft, Suffolk
9.2 Recent Decisions: None

10. Village Events- None have taken place.

11. Village Events – Forthcoming. The Meeting agreed that the **Brick Kiln Clear-up** should take place on Sunday 6th October commencing at 10.00am. S. Phillips will prepare a Poster.
The Meeting agreed a provisional date of Saturday 23rd November for the **Quiz and Chips event** at the Village Hall. C. Reynolds will check on M. Wright's availability on that date.
The Meeting agreed to fund the refreshments for after the Xmas Lights Switch-on and Carol Singing. It will agree the specific amount at its November Meeting.

12 Insurance. The current 3-year agreement for Insurance cover with Clear Insurance terminates at the end of November this year. C. Reynolds and N. Livingstone will join with the Chair and the Clerk to research and recommend a Provider for the coming year(s).

13. Telephone Box: The Meeting will ask the Men's Shed Group to take on the task of restoring the Telephone Box. A decision on its future location and function will be made at a later date. One suggestion has been that it should contain a small library.

14. Payments to be Approved. The Meeting approved the following payments**.**

L. Martin: Reimburse for Materials to install road signs	27.00
ENIX Ltd: Annual Payment Website	62.00

Proposer: C. Diggins; Seconder: G. Gibbs. All in Favour.

15. Review of Policies and Procedures. S. Phillips and G. Gibbs presented their recommendations following their review of the Parish Council's Policies and Procedures, and the Meeting agreed the amendments proposed in their reports. Proposer: S. Phillips; Seconder: G. Gibbs. All in favour. The next Review will be carried out in 2027.

16. Correspondence. The Meeting noted the list of correspondence below.

15/07 ESC:	Rural Exception Sites
15/07 N&PTS:	What do you need to learn next?
05/08 SCF:	July News
05/08 Scot Power:	Archaeology Community Engagement Event
05/08 SCC:	July Town and Parish Newsletter
05/08 ESC:	HMO's Exceptional Circumstances Guidance
08/08 SCC:	Funding for Bus Network Improvements
21/08 ESC:	Police and Crime Panel; Annual Report
21/08 BA:	Broads Briefing
21/08 T&PCS:	Energy Projects Meeting with Gov't Representative
22/08 Community Action:	Affordable Housing
22/08 BA:	Consultation re Cycling and Walking Infrastructure
04/09 SCC:	Town and Parish Newsletter
05/09 Men's Shed Group:	Up-date on the Group's progress and bid for ESC funding
06/09 ESC:	Planning Consultation on Pre-Application Service
06/09 Suffolk Police:	Your Police: Your Say. – Public Meetings – Dates

17. Dates and Times of Next Meetings:
Parish Council Meeting: Thursday 7th November 2024.

There being no further business the Meeting ended at 8.20pm

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