SOMERLEYTON ASHBY & HERRINGFLEET PARISH COUNCIL

Clerk's Report for the Meeting of the Parish Council, to be held on Thursday 4th September, commencing at 7.15 pm in Somerleyton Village Hall

Refreshments Jamie

PUBLIC FORUM

1. **Apologies for Absence**
2. **Declarations of Interest** in items on the agenda.
3. Requests for Dispensation
   The Meeting will decide any written requests for dispensation to participate in discussion and voting despite disclosable pecuniary interest(s).
4. **Minutes of the Previous Meeting**
   The Meeting is asked to approve and sign as a correct record the minutes of the last Meeting held on 3rd July 2025.
5. **Clerk's Report on Ongoing Matters**
   7.1 The Clerk has sent a letter to Hugh, Lord Somerleyton regarding the allotments, reiterating the core concerns about the proposed diminution of this valuable community resource. Prior to its dispatch the letter had been circulated to Parish Councillors and approved by them. There has been no response from the recipient. The Clerk has also sent a letter of thanks to Lord and Lady Somerleyton for the use of the Manor Barn for the Village Barn Dance. The letter regarding the Savile Lea Bungalows has not yet been set. On reflection, the Clerk felt it would not be appropriate for her to write and send this. In addition to this, the Chair and Vice Chair would like the Meeting to further agree the content of the letter.
6. **Requests from Parishioners**
   The Clerk has received no requests.
   Parish Plan Working Groups
7. The Meeting will receive reports from working groups and make decisions on any recommendations.
   7.1 Defibrillator Group.
   7.2 Green and Environment Group. Report Attached.
   7.3 Advice, Information and Infrastructure Group.
   7.4 Speed Awareness Group.
   7.5 Warm Hub Group. Report Attached.
8. **Co-option of New Parish Councillor.** The Meeting will agree the process for the co-option to the Vacancy on the Parish Council. Usual practice is that the Vacancy will be announced on Noticeboards and online, with a deadline of mid-October for applications. Candidates would be Interviewed at the next Parish Council Meeting. Notice of Co-Option attached.
9. **Planning.**
   9.1 Recent Applications:
   Application No: BA/2024/0454/FUL
   Proposal: Change of use of marina to accommodate residential moorings, upgrading of pontoons & parking area
   Address: Somerleyton Marina, Somerleyton, LOWESTOFT, NR32 5QW
   Applicant: Mr M Horton
   This is confirmation of the amendment to the Application which reduces the number of moorings to 10. The Parish Council Meeting in July agreed that this anticipated change would not affect the Parish Council's response; this has been confirmed by our Planning Committee to East Suffolk Planners.

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9.2 Recent Decisions:

Planning reference: DC/25/2238/FUL

Proposal: Proposed single storey rear extension and porch addition.

Site address: 1 Saville Lea, The Street, Somerleyton, Lowestoft, Suffolk NR32 5PS

The Parish Council Planning Committee discussed this application and agreed that it had No Objection to this application. **Planning Permission granted by ESC on 4th August 2025.**

9.3 Broads Local Plan. The Parish Council is a Consultee. The consultation deadline is 26th September, and S. Phillps our PC Planning Committee Chair will report on progress in agreeing our response.

9.4 Proposed Solar Farm Ashby/Lound. S Phillips will up-date the Meeting on this proposal which is in its very early stages, with no public consultation yet arranged and no Planning Application yet made.

10. **Village Events-** Review. Saturday 5th July: The School Fete on the Village Green drew a good number of visitors, raising £4000 for School Funds.
11. **Village Events** – Forthcoming. Saturday 27th September: the Green & Environment Group will hold a Recycling Day. Details in the attached leaflet.
    Brick Kiln Tidy. Date to be confirmed for this annual event; Sunday 5th October is suggested.
12. **Insurance.** The Meeting is asked to agree a small group of Councillors to consider recommending at the next Meeting the Parish Council's Insurance cover for the year commencing 1st December 2025.
13. **Digital Presence.** To receive a report with recommendations from the group considering the Parish Council's Digital Presence with regard to current regulations.
14. **Payments to be Approved.** The Meeting is asked to approve the following payments:

S. Read:	Clerk's Salary 1st Quarter	476.00
HMRC:	Clerk's Income Tax	119.00
Enix Ltd:	Web Hosting	84.00
SCA:	Village Hall Hire for Meetings (11hrs @ £110 per Hour)	110.00

15. **Correspondence.** The decide what, if any, action should be taken regarding any particular item of correspondence.

08-07 ESC:	Planning and Building Control Newsletter
08-07 NPT&S:	New Training Courses
08-07 info Sizewell:	June Project Update
08-07 RSN:	RSN Weekly News
08-07 ESC:	Funding Opportunities
08-07 NPT&S:	Training Opportunities
24-07 NPT&S:	Subscriber News
24-07 RSN:	Weekly News
01-08 Keith R SCC:	July Newsletter
01-08 NPT&S:	Subscriber News
12-08 info Sizewell:	July Project Update
12-08 Suffolk Police:	Selling a Vehicle Advice from Brian Sivyer
12-08 JPH:	James Paget Hospital AGM
12-08 CAB:	Citizens Advice Bureau AGM
22-08 Groundwork:	Nature at Work Webinar
22-08 ESC:	Safe Suffolk Renters. Free Resources
22-08 RSN:	Weekly News
22-08 NPT&S:	Training Update

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16. **Dates and Times of Next Meetings:**
Parish Council Meeting: Thursday 6th November 2025 ***Refreshments: Simon***

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