

Minutes of Hollesley Parish Council Meeting

Held on 6th July 2017 ~ 7.30pm

At Hollesley Village Hall, Woodbridge Road, Hollesley

Present

Cllr. Helen Lewis (Chair), Cllr. Colin Beecroft, Cllr. Trevor Burbridge, Cllr. Andrew Coyne, Cllr. Jane Daly, Cllr. Michael Friend, Cllr. Anne Hardwick (after item 3), Cllr. James Mallinder, Cllr. Andrew Palmer and Cllr. Cyril Stammers

Judi Hallett (Clerk) Dist. Cllr. Christine Block

5 members of the public: Mr A Stebbens, Mrs M Stebbens, Mrs C Walker, Mrs A Hardwick and Mr A Shelcott

Record of Public Session:

a) Reports or comment from any member of the public or any other village organisation (notes only):

- Mr Stebbens – Speeding Traffic and Farm Vehicles – Relentless traffic over a recent week-end, lots of information provided, speed limits given, planning at Bentwaters for a new Bio-Digester, all local farms are in a consortium to provide maze for the bio-digester so we are all going to suffer, lots of hand-picked crops and the driver is under lots of pressure, transportation vans are also an issue, we should be talking to the farms to sort this out, we understand they have to earn a living, keeping to the 25mph limit makes a huge difference, speeding vehicles are also churning up the roads up, we are paying the price for it. [Cllr. Mallinder]: maybe the Council could send a letter to local farms to remind them of the speed limit and start communication before we start involving SCC, we should draft a letter and ask if we can help. We could start recording vehicles? We need to build evidence to show SCC. It was agreed the Clerk would draft a letter and once agreed ask if other villages on the peninsula would like to also put their name to it. Letter needs to be constructive and use figures, some contractors are better than others and there will soon be contractors for Suffolk One/Scottish Power
- Mr Alan Shelcott – Hedge at Duck Corner – This does cause an obstruction to drivers not in high vehicles. Cllrs. Mallinder and J Daly agreed to speak to the land owner to make them aware people are having issues.

b) Reports or comment from ESDC and SCC Councillors:

- Cllr. Reid – Cllr. Reid's report had been circulated.
- Cllr. Block – Cllr. Block reported on the following items: Flood at Moorlands – Clerk to send details to Cllr. Block as SCDC were looking at reoccurring flooding (also an issue at Duck corner in Rectory Road and at the Water Tower) a student is going to look at causes of the flooding; it is not always highways who will take action; SCDC are presently consulting on amendments to Core Strategy; Programme Board for the merger will result in more parishes being grouped.

Agenda Item	Resolution / Agreement / Fact	Action
1. To receive Apologies for absence	Apologies had been received from Cllr. Tom Daly and Cnty. Cllr. Andrew Reid.	<ul style="list-style-type: none"> Noted
2. To receive any Declarations of Interest on Agenda Items and any applications for dispensation	None	<ul style="list-style-type: none"> Noted
3. To co-opt Parish Councillor and the signing of the Declaration of Acceptance of Office	<p>Mrs Anne Hardwick and Mrs Chris Walker both put their names forward and gave an account of the reason why they would like to be a Councillor. Questions were asked of both candidates regarding their links to the village. Councillors voted as follows:</p> <ul style="list-style-type: none"> Mrs Chris Walker – 4 votes Mrs Anne Hardwick – 5 votes <p>Mrs. Hardwick was duly appointed as a Parish Councillor, joined the table and signed the Declaration of Acceptance of Office</p>	<ul style="list-style-type: none"> Clerk to register Cllr. Hardwick with SCDC
4. Public Session (record above)	Please see above	<ul style="list-style-type: none"> Clerk to draft letter re speeding farm traffic Clerk to send details of flooding to Cllr. Block
5. To agree Minutes of Council meeting dated 1 st June 2017	The minutes were proposed as accurate by Cllr. Mallinder, seconded by Cllr. Lewis and all Councillors were in agreement that they be signed.	<ul style="list-style-type: none"> Clerk to post on Web Pages
<p>6. To discuss and agree responses to the following Planning Applications:</p> <p>a) DC/17/2634/FUL – Demolition of existing 3 bed bungalow and replacement by 3 bed dwelling with temporary static caravan at Elmsfield, Rectory Road, Hollesley</p>	<p>a) Councillors made the following comments:</p> <ul style="list-style-type: none"> All seen the plans; this is quite a dilapidated house Quite a sizeable plot but it is for a two story house and as it is in the AONB a two storey house may be inappropriate Plans look much improved on what there is now Plots are quite sizeable; should be ok if it is in the correct place on the plot. It is opposite is the Glebe House development Conclusion: A response of Support was proposed by Cllr. Mallinder, this was seconded by Cllr. Friend and 8 Councillors were in favour 	<p>a) Clerk to notify ESDC Planning of Council’s opinion</p>

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<p>7. Enabling Development – To receive an update from Cllr. Palmer</p>	<p>Cllr. Palmer reported that there have been no responses from either Mr Johnson or the RSPB. It was agreed that the Clerk would chase Mr Johnson by telephone and if no response was received Cllr. Palmer would submit a Freedom of Information request to SCDC to ask ‘What pre-application discussions there had had with anyone’</p>	<ul style="list-style-type: none"> • Clerk to chase Mr Johnson and keep Cllr. Palmer informed
<p>8. Assets of Community Value:</p> <p>a) To receive confirmation from SCDC that the Shepherd and Dog Inn and Hollesley Shop have both been registered as Assets of Community Value</p> <p>b) To discuss adding ‘The Garage, The Street, Hollesley’ to our list of assets of community value</p>	<p>a) The Clerk confirmed that both the Shepherd and Dog Inn and Hollesley Shop had now been registered as ‘Assets of Community Value’ and appeared on the list held by SCDC.</p> <p>b) Councillors discussed the pros and cons of registering the Garage as a Community Asset:</p> <ul style="list-style-type: none"> • The Garage was a very good asset to have in the village, they look after cars for villagers, they provide different fuel types and car parts, Mr Coles was keen on the registration at a previous meeting, we need to be ‘in the room’ to have the opportunity to purchase it, it is part of the village, you never know who might chip in to buy it • The garage is not a community asset, if it was sold for housing there is no way the Community could afford to buy it <p>In conclusion Cllr. Lewis proposed that an application to add it as a Community Asset was submitted. This was seconded by Cllr. Coyne and Councillors voted 7 For and 3 Against.</p>	<p>a) None</p> <p>b) Clerk to put in application</p>

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<p>9. Community Land Trust – Report from Cllrs. Mallinder and Palmer</p>	<p>Cllrs. Mallinder and Palmer gave an account of a recent meeting which included the following high level points: £1.5m funds allocated to assist local trusts to create affordable housing if there is demand locally, council will be a little core element on applications, everything is put to the local trust, it is a big job for each trust, SCDC allow property developers to pay a premium so they do not have to provide affordable housing, hard to show there is a need but we need to show these are local people; we need to work together as more likely to get funding; Hollesley does not have an allocation of affordable housing, it may or may not be for Hollesley but perhaps we can support other villages, Mallard Way planning is granted but not developed yet (this includes affordable housing), a trust is a massive amount of work. This is a very encouraging project but it will be a ‘shed load’ of work; there is another meeting on 21st July, one other group of parishes is starting so we may be able to learn from them; Hollesley should be taking part, perhaps in isolation, if we can identify a need then we should try and go for it, if we went ahead then either we would manage the project and the property or we could ask a developer to do it and work with the Housing Associations; [Cllr. Block] – this is an evolving thing, financial models need to be explored, many levels of involvement from very hands on to many steps back, housing is in perpetuity and only for local people, if a premium is paid then you could expect it to be paid in to the local trust; needs more investigation, a business case would need to be set. Cllr. Palmer and Mallinder were keen to take it forward, SCDC are keen to see new homes built.</p>	<ul style="list-style-type: none"> • Cllr’s Mallinder and Palmer to attend further meeting
<p>10. Allotments: a) To receive an update on the path</p>	<p>a) The Clerk reported that she had spoken to Mr Mark Sly but that both her and his holiday’s clashed and a site visit had not been arranged as yet. Mr Sly was back on 10th July and would look at the job shortly afterwards.</p>	<p>a) Clerk to meet Mr Sly and to ask for a quote</p>

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<p>11. Village Hall/Recreation Ground:</p> <p>a) To receive an update on funding for the disabled ramps at the Main and Piano Corner entrance at the Village Hall</p> <p>b) To receive an update on the Teen Shelter for the Recreation Ground</p> <p>c) Drain in Village Hall Car Park</p>	<p>a) The Clerk reported the following funding arrangements:</p> <ul style="list-style-type: none"> • Hollesley Parish Council - £550.00 - confirmed • Hollesley Village Hall Committee - £513.45 - confirmed • Cllr. Block (ESDC) - £500.00 - confirmed • Cllr. Reid (SCC) - £750.00 - confirmed • Annie Tranmer Trust - £750.00 – Still waiting to hear. • Hollesley Fete - £200.00 – Still waiting to hear <p>Once all the funding was in place the Clerk would give the go-ahead to Baker and King; with a site visit beforehand (with representatives from HPC and HVHC) to confirm arrangements.</p> <p>b) The Clerk suggested this form part of the project to review/renew the Play Equipment and investigate Gym equipment on the Recreation Ground. This project would be getting off the ground next week with a meeting of interested parties. It was suggested that if there were a choice of shelters, Just 42 members may be asked their opinion</p> <p>c) The Clerk requested this matter be discussed. The car park of the village hall floods after a down-poor. The Clerk had been trying to find someone to clear it out free of charge but to no avail. A price from Binders had been obtained of £113 for the first hour and £75 for each hour after (Turners were presently shut). Cllr. Stammers suggested the problem was with the weeper drains and not the cylinder but it was felt it was ‘worth a try’. This expense was proposed by Cllr. Palmer, seconded by Cllr. Mallinder and all were in favour</p>	<p>a) Clerk to continue to obtain funding</p> <p>b) Clerk to work with Gerry Bathe on the project</p> <p>c) Clerk to organise</p>

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<p>12. <u>Highways and Footpaths:</u></p> <p>a) To discuss speeding vehicles (especially farm traffic) through the village</p> <p>b) To receive an update on the Community Speed Watch programme</p> <p>c) To discuss proposal from Mr Greenwell to remove hedge between Duck Corner and Water Tower, and to replace this a few feet back to allow for a path on the road side</p>	<p>a) The Clerk displayed a picture taken of a Tractor and Trailer doing 32mph in a 30mph zone (the speed limit for that type of tractor being 25mph). This matter had been fully discussed in the Public Session. Cllr. Mallinder formally proposed a letter be drafted and sent to all local farms (with support from other parishes in the Peninsula if they wished to be involved). This was seconded by Cllr. Burbridge and all were in favour. Letter to be copied to Cllr. Andrew Reid</p> <p>b) Cllr. Palmer report that there had been some positive progress but that Boyton were struggling to get anyone interested. He had met with Police Sgt Cullum who wants to help. Eight sites in Hollesley had been identified and will now have to be authorised. Many people are interested in taking part and they need to fill out a form. The locations will be as helpful as possible to members of the group. When data is gathered this is then recorded (only those doing over 35 mph) and these details get sent to the police where after a warning letter is sent. Sgt Cullum is keen that if we do our best and he will assist us</p> <p>c) The Clerk had earlier sent round a summary of discussions at the June meeting and a suggested way to move the project on. The Clerk was thanked for her work on this and it was agreed the suggested letter should be sent. There was one additional question: <i>Does Mr Greenwell intent to remove the hedge in any case?</i> It was commented that e-mail observations from Cllr. T Daly had been very helpful. A short discussion was had revisiting discussions held at the June meeting.</p>	<p>a) Clerk to draft and send letter</p> <p>b) Cllr. Palmer to collect and send off application forms</p> <p>c) Clerk to write to Mr Greenwell</p>

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<p>d) To receive an update from the Clerk on the Quiet Lanes project</p> <p>e) To receive an update on the bus shelter</p> <p>f) Further SID Post in Melton Road</p>	<p>d) The Clerk had previously distributed an update from Mr Neil Winship. Cllr. Block explained that the Parish Councils could take the project only so far but then SCC Officer work was required and that was where the project currently failed due to workloads. It was suggested we contact Cllr. Andrew Reid and ask for his support and reply Mr Winship requesting an update to his table.</p> <p>e) The Clerk reported that despite requesting the Licence from SCC Highways on 2nd June it had not been received. Cllr. Friend suggested the officer in concern, Mr David Chenery, may have retired – Clerk to check with Cllr. Reid</p> <p>f) The Clerk requested that this item be discussed. A resident of Melton Road, who had been the original person to report speeding traffic in the Water Tower area, and was disappointed that a SID post had not been placed in Melton Road. The Clerk advised there would be no charge for a further post and that she had identified a suitable position. It was proposed to request a further post and purchase an additional bracket. It was suggested that perhaps the SID rota should be amended to place the posts in to 3 areas and move the SID between these once a month</p>	<p>d) Clerk to write to Cllr. Reid and Mr Winship</p> <p>e) Clerk to contact SCC Highways again and Cllr. Reid</p> <p>f) Clerk to request post and purchase bracket. Clerk to revise SID rota</p>
<p>13. Finance Matters:</p> <p>a) To agree Accounts to 31st May 2017</p> <p>b) To discuss purchase of a Dell Inspiron 15 5000 (AMD®) Laptop with Microsoft Office Home and Business 2016 DFO, at a total cost of £728.99</p>	<p>a) The accounts to 31st May 2017 had been sent to all Councillors. Cllr. Burbridge agreed to check the Bank Statements</p> <p>b) After discussion Cllr. Lewis proposed purchase of this laptop. This was seconded by Cllr. Palmer and all Councillors were in favour. The Clerk confirmed she would check all ‘offers’ available at the time of purchase</p>	<p>a) None</p> <p>b) Clerk to purchase new laptop</p>

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<p>c) To authorise the following Invoices for Payments:</p> <ul style="list-style-type: none"> i. J Hallett (Expenses for last 3 months) – £219.21 ii. HMRC (Clerk’s PAYE) - £293.00 iii. Anglian Water (Allotment Water) - £25.06 iv. D Barnard (3 months Litter collection) - £120.00 <p>d) To note Payments made since June meeting:</p> <ul style="list-style-type: none"> i. J Hallett (Pay for April, May and June) - £1,172.87 <p>e) To note Payments received since June meeting:</p> <ul style="list-style-type: none"> i. None 	<p>c) The payment of the invoices was proposed by Cllr. Stammers, seconded by Cllr. Hardwick and all were in favour they be paid. The cheques were signed by Cllrs. Burbridge and J Daly</p> <p>d) Noted</p> <p>e) Noted</p>	<p>c) Clerk to distribute.</p> <p>d) None</p> <p>e) None</p>
<p>14. <u>To receive Clerk’s report and items arising from last minutes not covered elsewhere, to include:</u></p> <ul style="list-style-type: none"> a) To receive an update on the design for the New Village Sign b) To discuss if an August meeting is required c) To discuss dog attacks on livestock on Hollesley Heath 	<p>a) The Clerk reported that she had chased the Harry Stebbings Workshop but that had received and ‘Out of Office’ message to say they were away until 15th July.</p> <p>b) It was agreed not to hold a meeting in August, unless there was a pressing matter to discuss.</p> <p>c) Cllrs discussed recent incidents of dogs attacking sheep, other dogs and a man. This was getting good media coverage but the Clerk was asked to take the following action:</p> <ul style="list-style-type: none"> • Place notices on Common Notice boards • Contact SWT to see if any help could be offered • Speak to SC Norse dog warden 	<p>a) Clerk to contact Harry Stebbings Workshop</p> <p>b) Clerk to monitor</p> <p>c) See list</p>

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<p>d) To discuss a Parish Council Christmas Event</p> <p>e) Update on the Play Equipment Project</p>	<p>d) Cllr. Mallinder suggested it may be a good idea to organise a similar craft/coffee event as was held in the spring. The Clerk was asked to find out when other events were planned.</p> <p>e) The Clerk reported that both she and Gerry Bathe were meeting next week to start he ball rolling again</p>	<p>d) Clerk to speak to Church Wardens and other villages</p> <p>e) Clerk to report to Council at the next meeting</p>
<p>15. To receive agenda items for next meeting and agree date of Next Meeting</p>	<p>The Clerk agreed to investigate the following items:</p> <ul style="list-style-type: none"> • Bulb planting- it was agreed that the Clerk should purchase another net of daffodil bulbs • AONB Tree nursery – An allotment could be an appropriate space? • Footpath 64 – Clerk to contact Mortiers regarding poor state • New house at The Dell – owners seem to be living in the stables – Clerk to contact enforcement office and copy in Cllr. Block • Purchase of ‘No Overnight Parking’ sign for Recreation Ground <p>The following items were requested added to the September agenda:</p> <ul style="list-style-type: none"> • Discussion on a low key run/walk of the Footpaths <p>Date of next meeting will be 7th September 2017 – 7.30pm – at the Village Hall</p>	<ul style="list-style-type: none"> • As per list over • Clerk to prepare September agenda

The meeting was closed at 9.30pm

Signed:
Cllr. Helen Lewis, Chair

Date:

Judi Hallett
Clerk to Hollesley Parish Council

Chair's initials.....