

SNAPE PARISH COUNCIL

Minutes of the Snape Parish Council Meeting, held on Thursday 8 November 2007,
7.30pm in the Village Hall Committee Room.

Present: Mr Mike Hill (Chairman), Mr Neil Parsons (Vice-Chairman), Mr Eddie Gillett, Mr David Robertson, Mr Roger Horton, Mr Geoff Day, Mr Graeme Hinton, Mr David Abbott.

In Attendance: PCSO Thora Taylor, SCC Rosie Clarke, Mrs Sara Hinton & The Clerk.

1 OPEN FORUM – MEMBERS OF THE PUBLIC. No Matters

2 DECLARATION OF INTERESTS. None

3 APOLOGIES FOR ABSENCE. Mrs Frances Danielsen, PC Matt Gould. Mr Andy Wilmot – email acknowledged after the meeting.

4 MINUTES OF THE LAST MEETING HELD ON 13 SEPTEMBER 2007. These were approved correct and signed by the Chairman, proposed Mr Robertson seconded Mr Gillett.

5 MATTERS ARISING. a. Saxmundham Community Development Partnership. It was agreed by all not to sign up at this stage. The PCSO will report back at the next PC meeting if any policing issues are brought to her attention at the Safer Neighbourhood meeting which Mr Don Tricker is invited to attend.

b. Affordable Housing. The Chairman opened the meeting to the public so that Sara Hinton could advise that she has worked with both Suffolk Heritage Housing and Orwell Housing in the past and they are both equally as good.

The Chairman closed the meeting to the public. Mr Horton informed the PC that the Rural Housing were behind the original housing survey carried out 4 years ago. They ensure that any new affordable homes built in a village are only allocated to residents who live or have family links in the village. The Chairman will draft a letter to the Rural Housing on the basis of the Parish Plan report.

b. Website. Neil Parsons advised that he has opened the new Snape village website through One Suffolk. A meeting is to be held and attended by himself, Eddie Gillett, Carol Churcher & Brian Boulton to get things moving.

6 POLICE REPORT. PCSO Thora Taylor reported that there had been no recorded or reported crimes in Snape during September & October. No speed check has been carried out in Priory Road, she will however ask to have the SID equipment present when the mobile police station is next in the village. She advised the PC to contact Mark Youngman SCC again regarding the speed issue in Priory Road as this is a Highways issue.

At 8.10pm the PCSO and Mrs Sara Hinton left the meeting.

7 REPORT FROM SCDC & SCC COUNCILLORS. Mrs Rosie Clarke reported on the Unitary Status at Ipswich, the Pathfinder Scheme, the Extraordinary Meeting of Suffolks Waste Disposal Services, Children in Care. The SCC Budget for 2008/09 is now being considered. The Audit Commission rated SCC a 4 star Council once again and is in the top 10 Councils in England.

She informed that she will give £400 from her Locality Budget towards the shortfall of the village sign and will also write a letter to the PC in support of the Parish Plan.

8 SNAPE PARISH COUNCIL RISK ASSESSMENT. All Parish Councillors have received a copy of the Snape PC Risk Assessment which the Chairman has completed. The Chairman will consider the allotments. The Clerk will update with any future amendments.

9 STANDING AND FINANCIAL STANDING ORDERS. All Parish Councillors have received copies which were approved at the last meeting.

10 CLERKS CONTRACT. All Parish Councillors have received a copy for consideration and was approved by all. The Chairman & Clerk to sign.

11 PARISH PLAN – Report. David Robertson reported that the plan is now to be written and the action points are being carried out. The Chairman thanked Mr Robertson and the team for all the work carried out to date.

12 FOOTPATHS & HIGHWAYS. a. Priory Road Drainage. The Chairman informed that he has had a meeting with SCC Mr Colleen who intends to get something done about the flooding in Priory Road by Brackendale.

The Parish Council will register its interests with the Countryside Access.

13 PLAYING FIELD a. Track. The solicitors have informed that the Parish Council now officially own the access track, the title deed has been received. The invoice has been received from Argents for payment, £180.86 proposed Mr Horton seconded Mr Day. Mr Douglas Turner has been contacted regarding the Trust. Mr Gillett will order the hedgecutting to be carried out around the playing field by the end of February.

14 FINANCE. a. Statement of Accounts. Bank balances as at 8 November 2007, Community Account - £511.09, Business Money Manager Account - £5220.66, Village Amenity Fund - £10,635.31.

b. Precept Budget April 2008 – March 2009. It was agreed by all that the precept will be raised to £6,500 next year. Proposed Mr Robertson seconded Mr Day.

c. Grass Cutting – Invoice. This has been received from Mr Bradley £243.00. He has kindly informed that he has not charged for cutting the strip of grass opposite the village green.

d. SALC – Invoice. This has been received from SALC for the advertisement to adopt the code of conduct, £35.25.

e. Parish Plan – Invoices. These have been received from Mr Brian Boulton £67.76. Mr David Robertson £29.31. Ebb and Flow £25.00.

f. Playsafety Ltd – Invoice. This has been received from Playsafety for the inspection of the playing field equipment, £88.13.

All the above payments were approved, proposed Mr Horton seconded Mr Hinton.

g. Maltings Funding - Affordable Housing and Play Space. The Chairman informed that when the first 40 dwellings have been completed at the Maltings, maybe upto £300,000 will become available between Snape & Tunstall for affordable housing and playspace.

h. Thank You Letters. These have been received from the Coffee Caravan, Suffolk Family Carers, Home-Start, Coastal Accessible Transport Service, Headway, Disability Advice Service, Suffolk Accident Rescue Service, Citizens Advice Bureau and Air Ambulance thanking for the recent donations.

It was agreed by all to give a donation of £25.00 to The CYDS Projects as a request for a donation had just been received. Proposed Mr Abbott seconded Mr Robertson.

15 WI SEAT. Once the new seat has been installed the WI would like the PC to take over the responsibility of it. A letter of confirmation will be sent to the WI. The seat will need to be included on the PC insurance.

16 PLANNING. a. 7A The Terrace, Snape. Erection of a rear conservatory. No objection from the PC.

b. South Lodge, Wadd Lane, Snape. Replacement of existing monopitch roof with hipped and gabled construction. No objection from the PC.

c. Planning Permissions etc. This has been granted by SCDC to Shippe Cottage, Cundle Green Lane. Ivy Cottage, Hulver Lane, Ismyr Cottage, Priory Road.

17 PUBLICITY. Following on from the Parish Plan open meeting it was agreed that an appraisal of the minutes will be publicised in the Ebb & Flow magazine and to continue with the EADT and website articles. At the next APM it will be a good opportunity to let the public know what the PC has achieved over the past year.

18 PARKING ON SNAPE COMMON. Mrs Walker has received complaints regarding vehicles parking by Snape Common, on the small triangle of grass opposite the lane to the allotments. The Chairman will investigate the matter further before writing to Highways who own the piece of land.

Mr Parsons brought to the attention of the PC that the notice board at the bottom of Snape hill is in need of repair. The Chairman will ask the owners of the property adjacent to the noticeboard if they would have any objection to the noticeboard being fixed to their wall.

19 CORRESPONDENCE. a. SALC. The Clerk has been allocated a printer/scanner/photocopier from SALC. The PC will take on the responsibility of ownership for the item of equipment. SALC will be informed of this.

SALC has sent confirmation that Parish Councils will need to have an additional internal audit during the year. The PC will instruct Heelis & Lodge to carry this out.

b. Youth Bus Project. The Clerk has been to see the new bus which has been equipped for teenagers. It is to provide out of school hours activities to rural communities in the Suffolk Coastal District. The Clerk will invite the project to give a presentation to Snape.

c. Allotments. Mr Day reported that several mature trees have grown to such a height that they shade parts of the allotments, making it impossible to grow any produce. It was agreed by all that the PC will pay for the trees to be removed by the tree warden. Mr Day will organise this.

d. SALC Area Meeting. This is to take place on 19 November 2007.

e. Sewage/Allotments. Complaints have again been received regarding the problem of sewage at the allotments. Anglian Water will be contacted.

f. School Lease. The Snape Primary School lease is due for renewal in 2011. As the PC are owners of the school, the title documents will be stored with Argents Solicitors for safe keeping. It was agreed that the Playing Field title deed should also be passed to Argents. Photo copies of the documents will be taken and a covering letter sent to the solicitors.

g. Estuary Planning Partnership Meeting. This is to take place on 9 November. Mr Hinton praised the work that the partnership does, he will be attending the meeting and will report back to the PC at the next PC meeting.

20. DATE OF NEXT MEETING. This will take place on Thursday 24 January 2008. Ideas will be welcomed for the APM and a date will be set.

The meeting ended at 9.27pm