

# Snape Parish Council

## Minutes of the Annual General Meeting held on Tuesday 24 May 2022 at 7.00pm In Snape Village Hall.

**Present:** Cllr Paul Richards, Cllr Bill Hough  
Cllr Maria Norman, Cllr Russ Rainger, Cllr Margaret McKenna  
Cllr Tim Beach And Cllr Georgina Lock

**Attendance:** 4 members of the public.

### 1 Election of Chair and Signing of the Declaration of the Chair's Acceptance

The Clerk asked for nominations for the election as Chair. Cllr Beach proposed that Cllr Richards is appointed as Chair until the Annual General Meeting in May 2023, this was seconded by Cllr Norman and agreed by all. Cllr Richards signed the Declaration of the Chair's Acceptance.

### 2 Election of Vice-Chair and Signing of the Declaration of the Vice-Chair's Acceptance

Cllr Richards asked for nominations for the Vice-Chair position. Cllr Beach proposed that Cllr Allfrey is appointed as Vice-Chair until the Annual General Meeting in May 2023, this was seconded by Cllr Lock and agreed by all. Cllr Allfrey signed the Declaration of the Vice-Chair's Acceptance.

### 3 Apologies and Approval of Absences

District Cllr Tony Cooper and Cllr Graham Farrant.

### 4 Declarations of Pecuniary or Non-Pecuniary Interests by Member

None

### 5 Applications for Dispensation

None

### 6 Approval of Minutes of the Previous Meeting on 22 March 2022.

Cllr Norman proposed that the minutes are a true record of the meeting held on the 22 March 2022, this was seconded by Cllr McKenna and agreed by all who attended.

### 7 Matters arising from the Previous Meeting on 22 March 2022.

7.1 Power Projects/National Grid consultation on Sea Link – Cllr Beach commented that SeaLink and Nautilus are both in the pre-consultation stage. Scottish Power has been given consent by the Secretary of State, and the EDF conclusion has been postponed until July. A letter has been written to Kwarsi Kwarteng, but no response has been received, this was signed by 36 town and parish Councils. There are lots of posters around the village opposing the power projects, but some of these are being broken down.

Cllr Rainger commented that there is a Sizewell C tracker website, this shows what work is happening in this area.

Cllr Richards stated that the Hinkley Power Station costs have overrun.

ACTION: Cllr Rainger to forward the tracker website details to the Clerk and Councillors.

7.2 Traffic Calming – Cllr Beach stated that nothing has been heard from the Highways engineer for a couple of weeks. A chasing email will be sent and copied to Andrew Reid also.

Cllr Richards said that he will be attending the bus passenger working group on behalf of the PC.

Cllr Beach reported that the Bentwaters issue is continuing and some monitoring of vehicles has taken place. The Clerk from Campsea Ashe has organised meetings with some of the other PC's.

ACTION: Cllr Beach to send a chasing email to the Highways engineer.

7.3 Housing needs – Cllr Beach said that meetings between Community Action Suffolk and the landowner are ongoing.

7.4 Priory Road – Cllr Beach reported that an email had been sent to Highways and a response received stated that the road works were due to take place in May, but nothing has happened as yet.

7.5 Bio-diversity and climate change – Cllr Richards commented that this is ongoing.

Cllr Beach said that an email received from Aldeburgh is trying to get together with other groups to work on biodiversity.

7.6 Village green projects – Cllr Richards said that the Community Partnership has offered a Talking Bench to Snape. It is to be placed on the green over the other side of the road on Pryor Close. There is no cost to the PC. There will be some publicity relating to the bench, it is a successful scheme in other villages.

7.7 Common Management Plan – Cllr Richards said that this item will be covered shortly.

7.8 Governance review – Cllr Richards commented that he had sent a report to ESC informing them about Snape as its present form. The initial work is to be presented to ESC this week, there may be some recommendations when the review is released.

## **8 Consideration of Reports from the District Councillors and the County Councillors.**

County Councillor Andrew Reid had submitted a written report.

Cllr Tony Cooper had submitted a written report.

Tom Daly reported that Theberton and Middleton had written a very good response to the power projects. The march to Sizewell was well supported with good speeches given.

Cllr Russ Rainger commented that there is some locality funding available, the Church and the Queen's Platinum Jubilee group have applied for some funding.

## **9 Contribution by Members of the Public.**

A member of the public wished to note that a pothole by the Church was filled within a week of it being reported.

Another member of the public commented that the new bench on the common does not look very secure and could be easily removed.

Cllr Allfrey said that the contractor who made the base for the bench and fixed it in place, stated that it would be sufficient to hold it in place.

## **10 Planning Applications & Decision Notices.**

### **Sycamore Cottage**

Cllr Richards commented that some concerns had been received from neighbours, and the PC had raised some questions with ESC.

Cllr Rainger said that District Councillor Tony Cooper had sent through a response to the PC about the questions that the PC had submitted.

Cllr Beach commented that there appeared to be a breach of planning which was reported, an application was made and then approved.

Cllr Richards suggested that Cllr Farrant drafts a response to the planning officer.

ACTION: Clerk to forward the response from Tony Cooper to Cllr Farrant.

### **DC/22/1694/LBC – Waterfields, Wadd Lane, Snape, IP17 1QY.**

Listed building consent – alteration of existing building.

It was agreed by the Councillors that there was no comment to make.

### **DC/22/1878/VOC – Holly Lodge, Wadd Lane, Snape, IP17 1QY**

Variation of condition No.2 of DC/20/0956/FUL – To reflect design changes to the new dwelling following change in ownership if the site. The development hereby permitted shall be completed in all respects strictly on accordance with the replacement drawings listed below in lieu of Drg Nos 440/01;440/10 Rev I; 440/11 Rev E; 440/12 Rev I; 440/13 Rev C; 440/14 Rev E; 440/17 Rev A. New drawings – Project No: 414, 13 Rev M Ground Floor plan, 14 Rev M First floor plan, 15 Rev D Site plan, 16 Rev B Elevations sheet1, 17 Rev B Elevations sheet 2, 18 Rev B elevations sheet 3, 19 Rev B Elevations sheet 4, Other drawings relating to the application are to remain.

It was agreed by all the Councillors that there was no comment to make.

## **11 Finance**

- a) Review and authorisation of payments and signing of invoices by signatories,

The payments were agreed by all up to number 6 and authorised by Cllr Norman and Cllr Hough. Item 7 and 8 were to be authorised after discussion. There were no questions for the Clerk. The Clerk suggested that when a Councillor applies for funding, that the rest of the Council are informed as to what the fund will cover. E.g. a bench, bulbs, new play equipment etc. This will enable everyone to know what invoices to expect against the fund. There is a difference in the amount of funding for the village green project/Snape common.

The payments were: G Whiting (grass cutting) - £440., Cllr Beach (replacement pads and battery for the defib) - £386.33, Clerk (salary etc) - £451.25, Internal Drainage Board (annual payment) - £46.88, SALC (annual subscription) – £271.93, Vertas (Grounds maintenance) - £353.69, Barry Smith (base for the bench) - £180.00, Ladybird Nursery (Flowers etc) - £129.80. Total £2,259.88.

It was agreed to transfer £26,616.27 from the Unity Trust Bank to the HSBC account. This would give £51,300 in the savings account which is the sum agreed in the 'Earmarked Funds' for this financial year.

- b) Approve end of year accounts – Cllr Allfrey proposed that the PC agrees the end of year accounts and reconciliation, this was seconded by Cllr Beach, and agreed by all the Councillors.
- c) Approve Section 1 & 2 of the AGAR form – Cllr Beach proposed the section 1 & 2 of the AGAR, this was seconded by Cllr McKenna and this was agreed by all.
- d) Bank reconciliation – This was covered under section 11b.

## 12 Parish Council Business

- a) Queens Platinum Jubilee – Cllr Beach reported that the Torch Relay would be on the 30<sup>th</sup> May. The beacon will be lit on the 2<sup>nd</sup> June and a tea party on the 5<sup>th</sup> June. Children are to be given the medals at the School.
- b) Adopt the new model Code of Conduct – Cllr Lock proposed that the Council adopts the new model Code of Conduct, this was seconded by Cllr Norman and agreed by all.

## 13 Correspondence

**Katch bus** – Cllr Rainger commented that the Katch bus are now stopping Sundays.

Cllr Beach said that the trial bus service is being extended.

Cllr Norman said that it would be helpful if the bus was to go as far as Saxmundham.

**Disability Forum** – Cllr Rainger suggested that the PC responds that they are unable to attend at the moment.

**Sabbatical** – Cllr Beach informed the Council that he would be taking a sabbatical from the Council for the summer months, he would attend the next meeting in June, then take a break.

**Oak tree** – Cllr Beach has an oak tree from ESC which is in relation to the Queen's Green Canopy, this needs planting near the bench on the green in Pryor Close.

8:08pm Tom Daly left the meeting

Cllr Lock informed the PC that she is the Chair of the new Friend of Snape Church group, Cllr McKenna, Cllr Beach, Cllr Richards are all members of the group. Cllr Allfrey is a member of the Church group whom may assist with the fundraising. There is to be a show in the Church on the 16<sup>th</sup> July to raise important funds for the Church. People will be asked to give a donation and not purchase tickets.

## 14 Matters for consideration at the meeting on the 28<sup>th</sup> June 2022.

Common Management Plan, Traffic Calming, Sizewell team – Deed of Obligation, Finance

## 13 Dates of the Next Meeting

28 June 2022 (Urgent items only)

26 July 2022

30 August 2022 (Urgent items only)

Meeting Closed – 8.12pm.

Marie Backhouse, Parish Clerk

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