

Snape Parish Council

Minutes of the Meeting held on Tuesday 27 September 2022 at 7.00pm In Snape Village Hall.

Present: Cllr Paul Richards, Cllr Graham Farrant, Cllr Russ Rainger,
Cllr Margaret McKenna and Cllr Maria Norman.

Attendance: 3 members of the public and the Clerk (Marie Backhouse).

Cllr Richards commented that Snape Parish Council were saddened to hear of the death of Her Majesty the Queen, and send best wishes to King Charles III. An item was placed on the website and there is a book of condolence for people to sign at the Church.

1 Apologies and Approval of Absences

Cllr Beach, Cllr Allfrey, Cllr Hough, Cllr Lock and District Councillor Tom Daly.

2 Declarations of Pecuniary or Non-Pecuniary Interests by Member

None

3 Applications for Dispensation

None

4 Approval of Minutes of the Previous Meeting on 26 July 2022.

Cllr Norman proposed that the minutes are a true record of the meeting held on the 26 July 2022, this was seconded by Cllr Rainger and agreed by all who attended.

Cllr Richards commented that he was awaiting the paperwork from the Community Partnership following on from the installation of the talking bench.

5 Matters arising from the Previous Meeting on 26 July 2022.

5.1 Power Projects/National Grid consultation on Sea Link – Cllr Richards reported that there was nothing new to report, there are to be various judicial reviews of Sizewell C, a Nautilus consultation which the PC were assured that a visit from the group would take place either to the PC meeting or a public meeting. A meeting of some of the Cllrs will take place to look at the village plan and see how it may link to the proposed Deed of Obligation. This may also give an opportunity to update the village plan.

Cllr Rainger asked what may trigger the DCO to be active, then the Deed of Obligation would come into place. Nothing happens until then.

ACTION: Cllr Richards to arrange a meeting to look at the village plan, this is to review the plan, not make any formal decisions, any ideas to be brought back to the PC meeting.

5.2 Traffic Calming – Cllr Richards said that some work had started, the work that requires a TRO has not been done. Is there anymore information relating to the TRO work?

Andrew Reid agreed to chase the additional work and to inform the Clerk of his findings. A legal order for the double yellow lines is required.

Cllr Rainger said that when these yellow lines are in place they become the law by SCC, ESC will then enforce them.

Cllr Norman said that the work in the layby has not been completed, this requires a TRO.

Cllr Richards said that some of the work that is not completed will need chasing.

Andrew Reid asked if he could be copied into any emails sent. The key is the word enforcement, it should be clear that there is a penalty if people park in the wrong place.

Cllr Norman said that there have been several vehicles parking on the grass verge.

Cllr Rainger said that if this is owned by the Highways then it is enforceable.

Cllr Richards commented that he had written to Richard Smith concerning the proposed lorry route through the village. Cllr Smith responded that he was not very concerned about the route. The agricultural vehicles are getting larger, a response should be sent to Richard Smith to see if there are other routes that may be considered.

Andrew Reid asked if Snape was part of the wider Bentwaters group. The ESC and SCC are involved with this and concerned about the traffic to and from Bentwaters. There is a meeting planned to discuss this issue.

Cllr Rainger said that the push back of the proposed Park & Ride was good news.

Cllr Richard reported that he had spoken with Tunstall

ACTION: Cllr Richards to send a response to Richard Smith about the proposed lorry route.

5.3 Housing needs – No update, continue to place on the agenda.

5.4 Bio-diversity and climate change – Cllr Richards commented that he was unable to join the SALC meeting, but would continue to investigate this further.

5.5 Village green projects – Cllr Norman commented that the Platinum Jubilee tree has a plaque which was funded by the Jubilee Fund. The oak tree is thriving, thanks to a group of volunteers who have been watering it.

5.6 Allotments – Cllr Richards said that a letter was sent to the resident regarding the boundary of the allotment and a response was received stating that they did not agree with the boundary. A letter should be returned stating that the PC are very clear of the boundary.

Cllr Norman asked if it would be worth checking the Land Registry.

Cllr Richards said that the Land Registry has been considered before, and not sure that this would help with the boundary, the land would need to be surveyed.

ACTION: Cllr Richards to undertake an initial enquiry with the Land Registry.

5.7 Church Common – The Clerk reported that the issue of the eroding bank had been reported to SCC and they have agreed to monitor this.

A member of the public commented that this area of bank would continue to be driven over and eroded if some form of barrier was not placed along the bank.

Cllr Richards said that the SCC was not acceptable.

Cllr Rainger said that the area opposite the Church on the common had been levelled and this encourages more vehicles. People have been seen speeding into the area, the 'no overnight parking' signs have been knocked over.

Andrew Reid asked if it could be proven that the signs were placed on the common by the SCC.

A member of the public commented that some years ago there was a group of travellers who moved onto the common, when they moved on the SCC placed the signs on the area.

ACTION: Cllr Richards to write to the SCC Highways and state that the response was not adequate.

6 Consideration of Reports from the District Councillors and the County Councillors.

Andrew Reid commented that there would be another up-to-date report to follow shortly. SCC, ESC and the voluntary sector have residents who are experiencing difficulties with finances. There is a local welfare scheme. Suffolk Warm Homes is helping people, also is the Healthy Start Scheme. Could this information be shared with the wider community. There is a scheme to assist with buying solar panels, this closed on the 26th September but this may still be accessed. Avian flu is a concern, and Suffolk is now in a prevention zone. Poultry must be kept enclosed.

Cllr Rainger commented that there are several road signs in the area of the layby by the Church.

Andrew Reid suggested that a letter is written, this could then be looked into as there is a new community liaison person who could look at this.

Cllr Norman asked if the PC could remove these signs.

Andrew Reid said it depended whose land it was, it was not a good idea to remove them.

The member of the public commented that the PC should be careful as Snape advertises events in the village and they place these on the roadside near the Maltings.

Cllr Richards said that the PC has received emails regarding the number of signs on the junctions.

Andrew Reid left the meeting at 7.39pm.

Cllr Rainger commented that there was no report from ESC. The cost of living is an issue and ESC has the "Ease the Squeeze" scheme to assist everyone. There is guidance about many money matters, food, school uniform, energy heating and cooking. The idea is to try and help people to rethink the way they live. They are organising the cooking groups and encouraging people to have allotments. Fuel for people to get to work is something else being considered. Housing, the cost of keeping homes. There is also support for rough sleepers. Leiston has been given a grant to assist with the redevelopment, housing, parking etc.

Cllr McKenna asked how the PC may support these schemes to assist with people who are experiencing difficulties.

Cllr Rainger said that the ESC events should be advertised, and encourage people to go to CAS and CAB as they are assisting to promote this.

Cllr Norman suggested that an item goes in the Ebb & Flow.

Cllr Rainger commented that there will be some leaflets printed which may be circulated to residents. There are many places in the area that are undertaking the warm room initiative.

7 Contribution by Members of the Public.

A member of the public wished to inform the PC of the forth coming Harvest Festival and the food collected would be going into the food bank. The welcome pack that is produced for people moving into the village is very useful. Would it be a good idea to split the village into sections and have a representative in each section who may visit the household with a pack. The Maltings area should be included in this.

Cllr M Norman said that more volunteers to do this would be good. This is important to the new comers in the village and it is appreciated. The funding of the welcome pack is an issue and last time the cost was around £97. Holiday homes are not included in this.

The member of the public suggested that Leiston Press is contacted to see if they put together the welcome packs for a reasonable price.

ACTION: Cllr M Norman to meet with Leiston Press to discuss the price for the Welcome Packs.

8 Planning Applications & Decision Notices.

DC/22/2515/FUL – Badgers Bank, Priory Road, Snape, Suffolk,

Internal alterations and ground floor and first floor extension to rear of the property, 1st floor extension over garage.

Cllr Farrant commented that the plan looked very futuristic with metal cladding, slightly out of keeping with the area, and it is in an AONB area. Waiting for the decision of the planning officer.

9. Finance

(a) Review and Authorisation of payment

Cllr Rainger proposed that the authorisation of payment sheet be approved, this was seconded by Cllr M Norman and agreed by all the Councillors.

(b) Insurance quotes.

The Clerk commented that two quotes had been received, the first from BHIB (£618.77) and the second from CAS (£715.32). After some discussion it was agreed to remain with BHIB and to write to CAS explaining that the other company were cheaper and that was the reason for the decision.

ACTION: Clerk to contact BHIB and accept the quote, also write to CAS and explain the reason for the choice.

(c) Project sheets – to assist with expenditure

Cllr M Norman said the sheets were to assist with a project expenditure and income. This will give total transparency so the project leader is aware of what has been received and what amount may be spent.

Cllr Richards said that this will assist with budget planning.

Cllr Rainger commented that the two should balance – income and expenditure.

Cllr Richards stated that the finance group would be meeting shortly to discuss the budget for next financial year.

ACTION: Finance group to meet ahead of the next meeting.

10. Parish Council Business

- a) Adoption of the GDPR Policies, Financial Regulation Policy, Risk Assessment, Standing Orders and the Internal Control.

Cllr M Norman proposed that the Risk Assessment, the Standing Orders and the Internal Control statement are adopted by the Parish Council, this was seconded by Cllr Farrant and agreed by all.

Cllr McKenna is to look through and amend the GDPR policy and the Financial Regulations, these will be brought to the next PC meeting for approval.

- b) Volunteers for responsibilities – Alde & Ore, Village Plan, Playing Field, Emergency Planning, SNT, GDPR, Noticeboards, Sizewell, SALC, Finance, Planning, Footpaths, Paintings, Allotments, Snape CPS, Highways.

Cllr Richards commented that if everyone is happy with the item they are allocated to, these will remain until the elections in May 2023. It was agreed that Cllr McKenna joins the Finance Group.

ACTION: to return the list to the meeting in the Autumn.

Cllr M Norman left the room at 8.28pm.

- c) Co-option of a Councillor – Cllr Richards reported that there had been one application for the role of Councillor, this was Mr D Norman.

A member of the public left the room.

Cllr McKenna proposed that Mr Norman was co-opted to the Council, this was seconded by Cllr Farrant and agreed by all.

Cllr Norman returned to the room with the member of the public (Mr Norman) at 8.31pm. Mr Norman duly signed the acceptance of office form and was welcomed onto the Council. ACTION: Clerk to notify ESC of the co-option.

- d) Play area inspection recommendations

The Clerk commented that Cllr Beach had sent an email regarding the work required on the play area.

Cllr Richards said that more information regarding the required works would be needed from the Playing Field Trust.

Cllr Rainger said that there are grants available for the health and wellbeing.

ACTION: Cllr M Norman to ask the Playing Field Committee for the costing of the work required and report back at the next meeting.

11. Correspondence

Cyclists on the footpath.

Cllr Richards said that a response had been sent to this email stating that the PC are trying to discourage this with signage.

Cllr M Norman asked if the places that hired out electric bikes could be contacted and advised to change the maps given out to encourage the use of the Quiet Lanes.

Campsea Ashe Parish Council – shared information between PC's.

Cllr Richards commented that Campsea Ashe PC wished to share information, promotion of events in the village halls etc. It was agreed by all that this would be something that the PC is not interested in at the moment.

Cutting of trees on the Common.

Cllr Farrant asked if this could be the 'Rights of Way Team' cutting along the footpath.

Cllr Richards said that he didn't feel the 'Team' had cut the footpath. SCC are content that no encroachment is taking place.

Cllr Rainger suggested that the resident contacted the Police.

It was agreed that Cllr Richards should respond stating the PC has not authorised or done any work ourselves.

Speeding vehicles

Cllr Richards commented that a letter had been received from a resident of Priory Lodge stating that there are a lot of vehicles and a higher percentage of them are speeding.

Cllr Rainger said that extending the buffer zone would help, 60 – 40 – 30mph. This would be mentioned at the next Highways meeting.

Cllr Allfrey is to organise a Village Plan informal meeting date to include the Church, Woodland area etc.

12. Matters for consideration at the meeting on the 22nd November 2022

Budgeting

13 Dates of the Next Meeting

25 October 2022 (Urgent items only).

22 November 2022

24 January 2022

Meeting Closed – 8.54pm.

Marie Backhouse, Parish Clerk

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