

Snape Parish Council

Minutes of the Meeting held on
Tuesday 18th March 2025 at 7.00pm
In Snape Village Hall.

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

Attendance: 1 member of the public and the Clerk, Marie Backhouse.

County Councillor Andrew Reid

Andrew Reid submitted a written report and his apologies for this evening.

District Councillor Katie Graham

Katie Graham submitted a written report and would be attending later in the meeting.

Contributions by Members of the Public

None

MINUTES

1 Apologies and Approval of Absences

Andrew Reid, Cllr Beach and Cllr McDonald.

2 Declarations of Pecuniary or Non-Pecuniary Interests by Member

Cllr D Norman & Cllr M Norman – Allotment holders and a planning application.

Cllr Newstead – School crossing, children at school.

3 Applications for Dispensation

None

4 Approval of Minutes of the Previous Meeting held on the 28th January 2025.

Cllr M Norman proposed that the minutes are accepted as a true record of the meetings, this was seconded by Cllr D Norman and agreed by all who attended.

5 Matters arising from the meeting on the 28th January 2025.

5.1 Power Projects – Cllr Richards commented on a note circulated by Cllr Beach. There is to be a meeting held on the 10th April at Snape Maltings, this is open to all Councillors. The Sea Link DCO is expected any day. This will include a public consultation.

Cllr Rainger commented that he attended a webinar on Lion Link. The consultation paperwork is still being completed. It states there will be 60 HGVs per day linked to this project. The Environmental impact assessment will be expected by the autumn.

Cllr Richards attended a meeting in Saxmundham, the item that was apparent was the mapping which appears not to be in scale.

Cllr Rainger commented that the proposed route will cut across the new Sizewell C Link Road. Apparently the two projects are working closely together, and discussions are taking place with Highways, but a disclosure is in place.

Cllr Richards reported that 2031 is the closure date for the work. The discussion about the drop in public meeting in the village will be placed on hold for a while as there is so much happening in the village at this time. It was agreed to keep an eye on the formal application.

5.2 Traffic Calming – It was agreed to hold this item until Katie Graham appeared.

5.3 Website Accessibility – Ongoing, continue to place on the agenda.

5.4 20's plenty – Cllr McKenna wanted to see what response Katie Graham would give regarding the 20's plenty within the district.

Cllr Rainger reported that Bildeston has already become a 20 mph zone.

Cllr McKenna would like a more holistic approach not just village by village.

Cllr Rainger said that there appears to be counters on the roads again.

ACTION: Cllr McKenna to raise again with Cllr Reid and Cllr Graham to report ESC view.

5.5 Allotments – Cllr M Norman reported that the hedge has been removed around the allotments. There is another hedge to be cut back and a culvert to be cleared. The new allotment holders Terms and Conditions have been circulated to all, and these need to be approved this evening as the letters will be sent to the allotment holders in April. The income from the allotments has been £415, with a one off payment of £3000 from the PC reserves. There is around £300 left, which may be used for a skip. The only change in the T&C's is the stopping of bonfires, and allowing of incinerators.

Cllr Rainger commented that the T&C section J may need more clarification about the ponds or open water.

Cllr M Norman stated that the pond on the allotment is visible but will have a fence around it.

Cllr Rainger asked if this will prevent accidental entry. Ponds are hazards. The PC does not need the issue of someone falling in.

It was agreed by all to add to the T&C's 'Fence to prevent accidental access'. It was also agreed not to mention the use of BBQs on the allotments.

The T&C's were proposed by Cllr Rainger and seconded by Cllr Farrant. These would be sent out to the allotment holders.

Cllr Richards commented that the ongoing issue of the allotment boundary was still not resolved. A small amount of additional funding is required, this should be in the region of £3,000. The supporting commentary from the surveyor is required.

Cllr Rainger said that the PC only has the diagram at the moment, the report will be needed for the future of the Parish Council records of the allotments.

Cllr Rainger proposed the additional funding request, this was seconded by Cllr D Norman and agreed by all.

Cllr McKenna clarified that this funding would be taken from the PC reserves.

ACTION: Cllr M Norman to send the Clerk the project funding sheets showing the income and expenditure on the allotments.

5.6 Housing needs – Cllr Richards commented that Hastoe Housing are still waiting for a funding decision from Homes England.

Cllr McKenna said that there appears to be a lot of interest in this project from the residents.

Cllr Rainger said that the project is not the PC control at the moment.

Cllr Richards said that there needs to be a statement from Hastoe for a newsletter.

5.7 Grass Verges – Cllr D Norman reported that the work on the grass verge was complete. This was a good community event. There is a small piece of land near the Snape Bridge that needs to be cleared, but it may be possible for Snape Maltings to clear this piece. The Rapid Response Team (RRT) supplied refreshments and a huge thank you must go to them. There is a need to regularly check the footpaths for encroachment. Cllr Farrant commented that the area opposite the Church should be looked at.

Cllr D Norman stated that the area on the side of the B1094 was more complicated because of the amount of traffic. The plan going forward is to look at other areas that need to be cleared and to do some risk assessments.

Cllr Newstead said that some of the parents would assist with the clearing of the footpath.

Cllr D Norman commented that he attended a training course that allows him to do this. The plan is also to look at cleaning some of the road signs.

Cllr McKenna thanked Cllr D Norman for all his work on this project.

ACTION: Clerk to send a copy of the invoice for the signage to SCC for payment.

5.8 Post Box – Cllr Richards reported that Royal Mail had said if the Post Box could not be turned it would be removed altogether. Having written to Royal Mail do not move this, alternative ideas have been considered, an improved access could be considered.

ACTION: Cllr D Norman to look at a pathway to the Post Box and ascertain any costs involved.

5.9 Boardwalk – Cllr Richards commented that there is a note from Cllr McDonald.

Cllr Mc Kenna reported that there was a second meeting held on site. There is part of the flood defence work on the North side of the river. There will be a compound for vehicles. This maybe could form a link with the boardwalk. The controlling body is something that still needs to be considered. The PC has structures and procedures, there may be some advantages to the PC doing this.

Cllr Richards stated that SALC had confirmed that this is something the PC could do, but it is a large amount of money involved. There would need to be 2 separate groups to monitor this project. The financial implications would need to be considered carefully. This may be as much as £200,000.

Cllr McKenna said that funding could be obtain from various places.

Cllr D Norman asked what would happen if the project failed part of the way through, there would be implications. Also who would hold the liability for the work.

Cllr McKenna said that there will be stage 1 and 2 of the projects. This would run from the bridge to the Crown car park. The PC would be open to further discussions.

Cllr Richards commented that at the moment this project will be left with the working group, it is not a PC project at this time.

District Councillor Katie Graham arrived at 7.54pm.

Katie Graham reported that there will be an email from Paul Ashton regarding NSIPs traffic, this will arrive soon. There will be a comment added suggesting a lower speed limit. ESC are using £6m from the reserves and £6m from the government to be used to update the social housing stock. The aim is to start in Lowestoft and then move to Leiston. The Air Quality support team will be going round. Energy projects – the DCO for Sea Link is expected by the end of the month. The Lion Link location is Walberswick. Devolution – there is a discussion for a unitary council. Proposals for this will be sent to the government.

Cllr M Norman stated that an empty social house was sold. Will this happen to the next one? This is not ideal for Snape, what can be done?

Katie Graham stated that an email should be sent to her about the sale of social housing and this can be shared with David Beaven.

Cllr M Norman said that there is a planning application on Church Road, this has been slightly amended. Could you please look into this. Cllr Norman mentioned that a social housing property is going to be sold.

Cllr Rainger said that the social housing is likely to be Flagship not ESC.

Cllr Richards asked if there are to be different models of devolution?

Katie replied that there would be different models.

District Councillor Katie Graham left the meeting at 8.07pm.

5.10 Zip Wire – Cllr Richards reported that this has now been ordered.

5.11 Ebb & Flow – Cllr Richards reported that she has spoken to Ebb & Flow organisers, and will be inviting them to another meeting.

Cllr D Norman said that the communication with Ebb & Flow is not always efficient, articles submitted do not always appear in the newsletter.

Cllr Richards said that the Ebb & Flow covers a wide area, this is not always an advantage.

Cllr McKenna asked what is the funding model, how is the money found.

Cllr Rainger said that SZC Co stated there should be a regular article from Sizewell C which will assist with the funding.

5.12 Church Common Footpath – Cllr Farrant said that SCC do not have the resources, and did not do anything in the area because of the wildlife. You can walk anywhere as this is a public access site.

Cllr Richards said that there is a route through the gorse been cleared. There is a new fingerpost on the garage end and a couple of others are broken on the opposite end. As a rule the PROW do the groundwork and the landowner does the hedges.

ACTION: Clerk to send a comment to SCC re new footpath signposts.

6. Planning Application & Decision Notices

DC/24/2911/OUT – Heatherdene Workshop, Priory Road, Snape, IP17 1SD

construction of a detached two storey four bedroomed house.

It was agreed to have no objections to this application.

DC/25/0655/FUL – 2 Mill Field, The Hill, Snape, IP17 1SQ

Erection of a single storey garden outbuilding with 10x roof mounted photovoltaic solar panels.

It was agreed to have no objection to this application.

DC/25/0732/VOC – Snape Garage, Church Road, Snape, IP17 1QE

Variation of condition No.2 of DC/23/0458/FUL – Enclosed workshop extension, to be used for light repairs to vehicles – revise the design of the garage.

It was agreed to have no objection in principle, but the neighbours' comments should be taken into account.

DC/25/0426/OUT – 7 Church Road, Snape, IP17 1SZ

Outline application (some matters reserved) – construction of a detached bungalow.

It was agreed to have no objection, but the access and view, also the visual amenity should be mentioned.

DC/25/0807/FUL – The Spinney, Farnham Road, Snape, IP17 1QW

Erection of a freestanding garden room and erection of a front entrance, walls and gates.

It was agreed to have no objection to this application.

DC/25/0531/DRR – East Anglia ONE North Offshore Windfarm, Thorpeness,

Discharge of requirements 22 (2) (i) (Stakeholder Communication Plan) of East Anglia ONE North Offshore Windfarm Development Consent Order.

DC/25/0532/DRR – East Anglia TWO North Offshore Windfarm, Thorpeness

Discharge of requirements 22 (2) (i) (Stakeholder Communication Plan) of East Anglia TWO North Offshore Windfarm Development Consent Order.

ACTION: Cllr Farrant to construct a response to ESC for the applications.

7. (a) Review and authorisation of payments

Cllr M Norman proposed that the PC authorises the payments, this was seconded by Cllr D Norman and approved by all.

Expenditure – Sovereign (deposit for the zip wire) - £4814.58, HMRC (PAYE) - £171.80, M Backhouse (Salary) - £475.00, Unity Trust Bank (bank charges) - £12, Birketts (allotment boundary) - £815.40, Mr Abbott (allotment trees) - £900, Total £7188.78.

Income – Snape Playing Field (donation for zip wire) - £3500, Suffolk County Council (donation for the zip wire) £1200.00, Total £4,700.

(b) Budget meeting to allocate funds

Cllr Richards said that the budget has been approved in principle, but it is subject to the Finance Committee to sort the expenditure pots.

(c) Pre payment card

It was agreed that this was not needed at this time.

(d) Asset Register

Cllr Rainger said it would be an advantage to group the assets into amenities and properties. The bench on the Queens Green Oak and the Community Self Help Group Equipment needs to be added.

(e) Cost of grass cutting on the playing field

Cllr Richards reported that there is an increase in cost of the Vertas renewal. Vertas cut the playing field not the play area or the car park. £1,600 is the cost for the new year. G Whiting also cuts the village greens, the car park, verges etc. A review of these costs should take place over the next year.

ACTION: Cllr Richards to write to Vertas regarding a review.

8. Parish Council Business

(a) Alde & Ore

Cllr Ricards said that the Internal Drainage Board are holding a drop in session on the 7th April.

(b) Church Green Drainage

Cllr Richards said that the Church Green area is owned by the Highways. The quote to have the drainage work undertaken is £2,085.00. Does the PC wish to make a contribution towards this?

Cllr McKenna said that people are not able to offer assistance as there is a need for trenches to be dug and pipework laid.

Cllr Rainger said that he had sent through some grant ideas to the Friends of Snape Church, these may assist. At the moment this is not flooding in a way to cause an issue, that will attract SCC Highways funding.

Cllr Richards proposed that the PC is willing to consider assisting, when other avenues of funding have been considered.

(c) School Bus

Cllr M Norman discussed the bus issue in 2023 with Andrew Reid. Children have to cross the B1094 to catch the bus.

Cllr Richards said he has spoken to the bus company and the school.

Cllr M Norman reported that the response received states that the parking area is not suitable for the bus to park on, and this would also add time to the bus route. There was a report from SCC that stated there has been no accidents taken place in that area. Why can the parking area not be used? Cllr Newstead said that the same response was received in 2021-22.

Cllr Rainger asked who needs to be spoken to, to convince them of the danger of the situation, and who is liable should an accident occur.

Cllr Newstead agreed to speak with the bus company, and request an onsite visit from the school.

Cllr Rainger said that Highways should be spoken with as well, if they confirm this is a crossing place then we could ask for pedestrian crossing signs to be put in place.

ACTION: Cllr Newstead to speak with the school and the bus company and report back to the PC meeting.

(d) Public transport to and from Snape

Cllr Richards reported that there was a survey circulated from ESC that related to public transport, it was to see if the transport could be better used. This could be placed on the website and noticeboards, as well as some information could be printed out for the coffee mornings. A letter from the Member of Parliament stated that they have received enquiries from people living in Snape requesting a bus route to Woodbridge. This is something that residents should be asked about. It is an item that could be added to a newsletter.

Cllr Rainger said that Sizewell C buses from Wickham Market could ask if they could provide a service when they are not in use.

Cllr Richards said that the Passenger Transport meetings should be attended.

ACTION: Cllr Newstead to complete the necessary forms for ESC.

(e) Co-option of Councillors

Cllr Richards reported that he had received a query from a resident about joining the Council, he has met with the resident and asked him formally to write to the PC if he was still interested.

(f) To re-adopt the Standing Orders

It was agreed by all in attendance to re-adopt the Standing Orders.

(g) Financial support for Ebb and Flow

Cllr Richards reported the request for support and it was agreed the PC should ask the PCC treasurer to attend the next meeting and expand on the nature and extent of support required. ACTION: Clerk to write to PCC treasurer.

9. Correspondence

Snape Church

Cllr Richards reported correspondence had been received from Snape Church requesting permission to replace the signage at the crossroads. It was agreed by all in attendance to allow the new signage.

10. Matters for consideration at the next meeting.

As appear in the minutes.

11. Date of the Next Meeting

22nd April 2025 (urgent items only)

27th May 2025 (APM 6pm, AGM 7pm)

Marie Backhouse, Parish Clerk

snapepc.clerk@gmail.com 18 March 2025