

Snape Parish Council

Minutes of the Meeting held on
Tuesday 23 July 2024 at 7.00pm
In Snape Village Hall.

Present: Cllr Paul Richards, Cllr Russ Rainger, Cllr Graham Farrant, Cllr Maria Norman, Cllr David Norman, Cllr Margaret McKenna, Cllr Andrew McDonald and Cllr Tim Beach.

Attendance: 1 member of the public.

County Councillor Andrew Reid

Andrew Reid submitted a written report.

District Councillor Tom Daly

Tom Daly reported that the East Suffolk Council newsletter contained a few items which he wished to mention. Get creative is to take place, this celebrates multi-cultural activities. Free School meals – there is a link for families who receive free school meals. There is a roadshow taking place in Leiston on the 7th August, this provide a chance for members of the public to ask questions. OfGem sent out a press release, it appears that it is cheaper to use Suffolk for all the power projects.

A member of the public reported that they have been assisting IP17 GNS with food parcels for families, and would be happy to assist Snape GNS if they have a need.

Cllr Beach commented that some discussion has been taking place regarding an Emergency Plan flood exercise before winter. A catering wagon from Rapid Response would be appreciated.

Contributions by Members of the Public

None

Meeting opened at 7.11pm.

MINUTES

1 Apologies and Approval of Absences

Cllr Lock

Cllr Richards reported that a letter of resignation had been received from Cllr Lock, and this would be the last meeting that she would be connected with. Thanks must go to Cllr Lock for her assistance with the annual litter picking and the portraits in the Snape Maltings.

2 Declarations of Pecuniary or Non-Pecuniary Interests by Member

Cllr M Norman - Allotments

3 Applications for Dispensation

4 Approval of Minutes of the Previous Meeting held on the 28 May 2024.

Cllr M Norman proposed that both sets of 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 28 May 2024.

5.1 Power Projects – Cllr Beach reported that he had attended a Sea Link briefing along with 5/6 other parishes. The completed DCO will have to do a cumulative approach. Nautilus is back on the agenda The Friston site looks like the place. The towns and parishes are getting together at the Snape Maltings on the 3rd

September. There is a letter from the AEPA, which they would like Snape PC to sign. The cumulative impact on the area is a concern. DESNZ will be invited. This letter is to be sent to Ed Milliband specifically as SS. It was agreed by all the Councillors to sign the letter. The towns and parishes are also writing to ESC and SCC stating their opinions of the situation in East Suffolk. There will be a second letter to invite SCC and ESC to discuss jointly our responses to Sealink and Nautilus. All agreed to support the second letter.

Cllr Richards stated that there is an avalanche of projects and consultations, the time to do this is immense, and the PC needs to feed into ESC and SCC with their thoughts on the projects.

Cllr Beach said that all NSIP discussions should include the PC. Mitigation and cumulative impact should be considered at all times by all.

5.2 Traffic Calming – Cllr M Norman has taken photographs of the of the vehicle blocking half the pavement.

Cllr Rainger said this should be reported if it's a parking restriction. This may raise a hotspot issue.

Tom Daly asked if the information could be passed to him and he would ask officers to investigate it.

Cllr M Norman said that there is not enough space at the electrical charging points either.

ACTION: Cllr M Norman to take photos of the car and send to Tom Daly so that he may report it to the enforcement team.

Cllr Farrant wished to mention the proposed camping site. This it to be a temporary campsite, and having spoken with ESC it appears to come under the 1960 legislation. Is there an avenue that may be highlighted to MP's. There appears to be no action that the PC can take on this matter. ESC has given a full objection to this proposed campsite, but the application is not open to members of the public.

Tom Daly said that he would speak with the Head of Planning, to see if the PC may comment. Natural England gives the authority to give the exemption certificate for the camp site.

Cllr McDonald said that it states there will be no increase in traffic. The caravan act of 1960 gives a chance for many other sites to be formed.

Cllr Farrant stated that a response from planning commented about the person who owns the land where the footpath runs may object to the alterations on the footpath.

Tom Daly left at 7.33pm.

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

5.4 20's plenty – Cllr McKenna commented that there needs to be a discussion and consider the pros and cons whether to sign up for the 20mph zones.

5.5 Allotments – Cllr Richards said that Cllr Rainger had mentioned the need to give permission to a group of Councillors to act on the allotments on behalf of the PC.

Cllr Rainger said that a group should be formed to respond to the allotment issue over the summer. This would also give them permission to have up to £3,000 to cover the costs.

Cllr Richards said that this case has been going on for some time. The position of the sheds was in discussions about the allotments four years ago. The PC needs to stick to the original position, and state that any erected fence will be removed.

Cllr Beach said that the proposal must be inline with the proposal which was in the 2020 agreement.

It was agreed that Cllr Beach, Cllr Richards, Cllr M Norman and Cllr Rainger would form the sub group and this would enable the chair and two others to meet. The committed cost could be up to £3000, and the agreement of 2020 would be proposed.

Cllr M Norman said that a hedge cutter has been purchased. This belongs to the PC and should be placed on the asset register. The gates and posts have been sorted with the gates being donated. Some discussion has taken place regarding the provision of a First Aid kit.

It was agreed by all that Cllr M Norman should send out an email to the allotment holders stating that it is important for them to take care when working on the allotments.

5.6 Housing needs – Cllr Beach said that Ed Bacon was on leave until the 29th July, there has been no further contact. The archaeology has made things complicated, there needs to be an assessment completed on this. It could be an additional expense to ensure the site is surveyed properly.

5.7 Bus Shelter – Cllr Farrant reported that the work has started and the funding towards this has been given by Andrew Reid.

Thanks to Andrew Reid for the funding towards the repairs on the bus shelter.

A member of the public left at 8.00pm.

5.8 Grass verges – Cllr D Norman reported that the PC would need to purchase the road signage at a cost of £180. The PC buys the equipment and then claims the money back from ESC. There is one question, will the PC need to complete a risk assessment and have it rubber stamped after every job?

Cllr McKenna asked if the permission is given for the signage?

Cllr D Norman proposed that £250 is given for signage, this was agreed by the remaining Councillors.

6. Planning Application & Decision Notices

Cllr Farrant commented that the following applications had been responded to:

Priory Lodge has had the conditions discharged.

Homestead has been permitted.

Valley Farm – the conversion of a building into 5 holiday lets was turned down although 4 holiday lets had no objections.

Priory Road was objected to the first time, but was given permission. Neighbours will be notified.

There has been no further information regarding the Snape Garage, it is currently in the hands of the planning enforcement.

The PC are powerless when dealing with the glamping proposal. Talks have taken place with the nearby residents. They have written to Natural England.

Cllr McDonald asked who may carry the objections forward.

Cllr Farrant commented that he had spoken with SCC regarding the public rights of way. This will result in the enforcement of the removal of the blockage on the footpath.

Cllr M Norman said that this may be a one-off event.

Cllr Rainger reported that it states glamping pods on the notification.

7. Finance

(a) Review and authorisation of payments

Cllr Beach proposed that the PC authorises the payments, this was seconded by Cllr Rainger and approved by all.

The payments were G Whiting (grass cutting) - £440, SALC (Internal Audit Fee) – £267.60, Vertas (grounds maintenance) - £435.72, Cllr D Norman (cordless hedge trimmer) - £263.87, M Backhouse (Salary April/May) - £454.80, HMRC (PAYE) - £149.00, Unity Trust Bank (Bank charges) - £18.00, SALC (Councillor Training) – £42.00, Community Action Suffolk (Website Hosing) – £9.10, Cllr M Norman (posts for the allotments) - £150.00. Total - £2230.09.

The income totalled £961.70.

(b) Quarterly accounts and bank reconciliation.

Cllr Richards said that the documents circulated to all should be noted. These documents were agreed by all.

(c) Internal Audit Report

Cllr Richards said that the Internal Audit report had been circulated to all.

The Clerk reported that there were a few items to mention, the first was to ensure more detail was written into the minutes when discussing the budget. The costs for the staff needed to be separated from the salary. Ensure that the website is up to date and add a link to the Councillors register of interests.

The Councillors noted these comments.

8. Parish Council Business

(a) Alde & Ore

Cllr Beach said that there is a newsletter which shows all the recent information and the long term project. If any other Councillor would like to chair this group, Cllr Beach would be happy to pass it on as he has completed 5 years. The relevant parties all admitted to putting too much clay at Iken, and this included the Internal Drainage Board. If it is just clay, could it be used in the workings. The sentence is to be in December.

(b) Boardwalk to the Maltings

Cllr McDonald reported that a leaflet has been written for the website and the newsletter to encourage a team of people to move this project forward. The leaflet has been circulated to all the Council for comments. The plan is to place the leaflet on the website, in Ebb and Flow and on Facebook. It will also be shared with Snape Maltings.

(c) To adopt the GDPR – Privacy Notice, Data Retention, Data Breach, Subject Access policy and template.

The full Council agreed to readopt the policies listed above.

(d) Post box on the village green

Cllr M Norman said that it had been brought to her attention that placing letters in the post box is quite dangerous to less mobile people. There is a step to climb up onto but no room to turn around when on the step. Two phone numbers have been called and there has been no success to alter the issue. Could the PC put up a handrail or turn the post box 180 degrees, or move it to the other side of the road?

Cllr Rainger said that the PC should write to the Post Office, see what ideas they have, a formal letter from the PC to the Royal Mail Customer Services.

Cllr McKenna said that this may be reported using the Royal Mail online reporting tool.

ACTION: Clerk to report the post box issue to the Royal Mail.

(e) Zip Wire

Cllr Beach reported that £2000 has been applied for from ESC, this will enable the project to move forward.

(f) VE Day Celebration 2025

Cllr Beach said that the village could put on a small form of celebration, this could include the lighting of the beacon etc, and the PC could support this. This was agreed.

9. Correspondence

Citizens Advice Bureau

Cllr Richards suggested that annual donations remain the same as last year. This was agreed by the Council.

ACTION: Clerk to check the donations and set up payments to be approved at the next meeting.

Cllr Rainger said that there are a couple of things that need to be mentioned. The Suffolk Community Foundation are organising the Sizewell C funding. There is a lot of money in the pot. To obtain funding there is a need to state the impact of Sizewell C on the residents. The Bike Tour takes place on the 8th September, this happens too close to the start of School. There is some funding available that could buy bunting to put up around the village, this in turn could be used for other events.

Cllr McDonald commented that a house in Priory Road had a camera stolen off the house.

Cllr Beach said that this should be reported, and a photo could be placed on the website.

Cllr Farrant said that the Next Door site could be a useful place to advertise this issue on to make others aware.

10. Matters for consideration at the next meeting.

Housing needs

11. Date of the Next Meeting

24th September 2024

Meeting Closed – 8.38pm.

Marie Backhouse, Parish Clerk
snapepc.clerk@gmail.com 23 July 2024