

Snape Parish Council

Minutes of the Meeting held on
Tuesday 24 September 2024 at 7.00pm
In Snape Village Hall.

Present: Cllr Russ Rainger, Cllr Graham Farrant,
Cllr David Norman, Cllr Andrew McDonald and Cllr Tim Beach.

Attendance: 1 member of the public.

County Councillor Andrew Reid

Andrew Reid submitted a written report and his apologies.

District Councillor Katie Graham

Katie Graham submitted a written report.

Contributions by Members of the Public

None

Meeting opened at 7.02pm.

Cllr Richards had submitted his apologies, Cllr Rainger Chaired the meeting.

MINUTES

1 Apologies and Approval of Absences

Cllr McKenna, Cllr M Norman, Cllr Richards, and Andrew Reid.

2 Declarations of Pecuniary or Non-Pecuniary Interests by Member

Cllr Beach – Playing Field

Cllr D Norman – Allotment holder and planning application.

3 Applications for Dispensation

None

4 Approval of Minutes of the Previous Meeting held on the 23 July 2024.

Cllr Beach 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 23 July 2024.

5.1 Power Projects – Cllr Beach reported that a group called the East Suffolk Communities Energy Partnership is being proposed to pull together the towns parishes directly affected by the power projects within east Suffolk. It will assist with the communication to various plans and include communication with the Department for Energy (DESNZ). Cllr Beach suggested that the proposed meeting to be held in October should be advertised to invite members of the public as there may be questions, they would like to address. Cllr McDonald said that it is important for the PC to continue to make its own comments on the power projects.

Cllr Beach added that this new group will require a Chair and structure and it would be a significant commitment.

Cllr McDonald said that Priory Road could become very busy. All the information relating to the power projects need to be brought to the residents.

Cllr Beach said that the open meeting in October should assist with a better understanding of what is happening with the various projects.

Cllr Rainger said that the letter that was circulated by ESCEP was easy to read and understand, but the constitution was not so straightforward.

Cllr Beach said that the constitution was based on the Alde and Ore. DESNZ has been asked to support the new group including potential funding. Some of the other PC's felt the group should be more structured.

Cllr Rainger said that he understood the need for the group to work together but was not sure of the link to the accounts and the consequences of GDPR. Could this group add to the over formalising?

Cllr McDonald commented that there may need to be a data controller.

Cllr Beach said that SALC had been asked to assist with the group but they do not have the resources. Does the PC wish to support this group and constitution or not?

Cllr McDonald said that the PC should respond positively but raise some queries.

ACTION: Cllr Beach to respond to ESCEP and raise the concerns about the constitution.

5.2 Traffic Calming – Cllr D Norman reported that the parking on the pavement near the garage had been reported to parking enforcement but the response was that they are not really interested.

ACTION: To pass the details and reference numbers to Katie Graham, so that she may chase the parking enforcement team for a response to parking on the pavement.

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

5.4 20's plenty – Cllr Rainger said that Cllr McKenna will be attending a meeting on the 20mph scheme and she will report back at the next meeting.

5.5 Allotments – Cllr D Norman said that the working party have had a meeting regarding the allotment boundary issue.

Cllr Rainger stated that a survey has been completed, and has been submitted to the legal teams and are waiting for a response. There will be more work involved to come to a formal agreement. The PC will be kept informed of any developments.

5.6 Housing needs – Cllr Beach said that he has been able to chat to Hastoe about the progress. There have been no further developments due to the archeologic issues. There should be a feasibility study by October. The cost due to the ongoing issues could be significant.

5.7 Grass Verges – Cllr D Norman said that the Community Self Help group has some equipment, but there are some queries regarding the necessary signage. The required PPE is in stock, and some road signs need to be ordered. Some possible dates have been discussed to undertake the grass verge clearing, this will probably be the end of October. Some additional volunteers may be required, but this could be mentioned at the meeting in October. Cllr D Norman has the certificate to enable him to undertake the work now.

5.8 Post Box – The Clerk reported that she had phoned Royal Mail regarding the post box on the green, but no work has been undertaken to move it.

ACTION: Clerk to contact Royal Mail again.

6. Planning Application & Decision Notices

DC/24/2900/FUL – Mulberries, 9 Saxonfields, Snape, IP17 1QA

Single storey rear extension.

The PC had no concerns regarding this application.

DC/24/2885/OUT - Chimneys, 7 Church Road, Snape, IP17 1SZ

Outline Application - 3 Bedroom bungalow to fill in space behind 7 Church Road, Snape.

The PC reported that the vegetation from the garden has been removed. This application does not affect the village.

Cllr D Norman said the garage application, No 6 The Glebes and the Chimneys are all in the same area. The entrance and exit to the properties will have a restricted view due to cars being parked in the way. The cumulative impact on the traffic is potentially quite high.

Cllr Farrant reported that there were other comments about the 2 properties in the Glebes but these were disregarded.

Cllr Rainger said that the traffic situation around the school is already a concern.

It was proposed that the PC objected to this application, Cllr D Norman abstained.

DC/24/2667/FUL - Swanley Cottage, Farnham Road, Snape, IP17 1QW

Proposed single storey rear extension.

The PC had no concerns regarding this application.

DC/24/2625/FUL - Snape Priory, Priory Road, Snape, IP17 1SA

Relocation of the driveway to the north side of the house, including proposed hardstanding. Porch extension on the southern principal facade.

The PC had no concerns regarding this application.

No6 Glebes, 9 Saxonfields, and No6 The Terrace – all these applications have no concerns.

Snape Garage appears to have had one application rejected, and the second application has not been followed. The application has gone to appeal as the retrospective application was refused.

The PC did not object to the first planning application.

Cllr Farrant commented that he had contacted Natural England and the Campfire Club regarding the possible glamping site in Gromford, but no response had been received. ESC has objected on an environmental aspect, this must comply to RAMS. Nothing has happened this year on the site. The footpath barrier must be removed.

Cllr D Norman said that Gildings Lane is a concern, there appears to be over use of a section. The Rights of Way team are trying to change the use of the lane, what are they trying to protect?

Cllr Rainger noticed that the signs have been removed from the Lane but unsure why.

Cllr McDonald said there is no reason to change the use.

Cllr D Norman said that the change appears to be from Bridleway to Restrictive By Way.

ACTION: Clerk to check the reasons for the change of use.

7. Finance

(a) Review and authorisation of payments

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

The payments were G Whiting (grass cutting) - £110, Cllr Rainger (Reimbursement for the cycling tour) – £412.75, M Backhouse (Salary August/September) - £454.80, HMRC (PAYE) - £149.00, Unity Trust Bank (Bank charges) - £18.00, Barry Smith (Bus Shelter Repairs) – £1110.00, Birketts (Legal Advice) – £1810.80, Cllr M Norman (Reimbursement for the cycling tour) - £86.60. Total - £4151.95. The income totalled £500.

(b) Notification of exempt of audit.

The Clerk reported that notification of the exemption of audit had been received from PKF Littlejohn.

(c) Insurance renewal

The Clerk reported that there were two quotes for the insurance one from Clear Council - £728.19 and Zurich - £363.

Cllr Beach proposed that the PC accepts the quote from Zurich, this was seconded by Cllr D Norman, and agreed by all.

8. Parish Council Business

(a) Alde & Ore

Cllr Beach said that there were no updates from the Alde & Ore.

(b) Boardwalk to the Maltings

Cllr McDonald reported that a leaflet has been updated and sent to the Maltings. There should be a further update by the next PC meeting.

(c) To adopt the GDPR Policies, the Risk assessment, and Internal Control.

The full Council agreed to readopt the policies listed above.

Cllr Rainger suggested that SALC be contacted regarding a refresher training for the GDPR.

(d) Zip Wire

Cllr Beach said that a response is awaited from the play fund grant (ESC). Iken & Friston are being contacted for their view. There should be an answer by the 14th October. The zip wire company will need to re-confirm the original quote.

(e) Tour of Britian Bike Race

Cllr Rainger reported that the PC received a grant of £500 from ESC for bunting, flags, tablecloths etc. The day was well supported. Thanks to all those that helped on the day.

9. Correspondence

Gildings Lane

Cllr Beach said that the PC needs to find out what SCC are saying about the Lane.

ACTION: Clerk to contact SCC.

Church Road Bus Shelter

A resident had brought to the attention of the PC the tree that is behind the bus shelter which requires maintaining.

Cllr Beach reported that the bus shelter belongs to the PC but the area of land behind belongs to ESC. It would need to be cleared away by ESC.

It was agreed that the PC would monitor the tree behind the bus shelter and contact ESC should this become an issue.

Cllr McDonald reported that it may be of benefit for a representative to speak to the PC regarding the National Planning Policy Framework.

10. Matters for consideration at the next meeting.

22nd October – various tables for people or groups of people to have that represent the power projects. A drop-in session from 5.30pm with a structured agenda to start at 7pm.

November meeting to include donations.

11. Date of the Next Meeting

22nd October 2024

Meeting Closed – 8.30pm.

Marie Backhouse, Parish Clerk

snapec.clerk@gmail.com 24 September 2024