

Snape Parish Council

Minutes of the Meeting held on Tuesday 26 November 2024 at 7.00pm In Snape Village Hall.

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

Attendance: 2 members of the public and Marie Backhouse (Clerk/RFO).

County Councillor Andrew Reid

Andrew Reid submitted a written report.

District Councillor Katie Graham

Katie Graham submitted a written report and her apologies.

Contributions by Members of the Public

None

Meeting opened at 7.00pm.

Cllr Richards reported that the Aldeburgh and surrounding area Community Partnership meeting is to take place on the 4th December at Snape Village Hall.

MINUTES

1 Apologies and Approval of Absences

Katie Graham and Andrew Reid.

2 Declarations of Pecuniary or Non-Pecuniary Interests by Member

Cllr Beach – Playing Field

Cllr D Norman & Cllr M Norman – Allotment holders.

3 Applications for Dispensation

None

4 Approval of Minutes of the Previous Meeting held on the 24 September 2024.

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

5 Matters arising from the meeting on the 24 September 2024.

5.1 Power Projects – Cllr Beach reported that Sea Link is to vary the work to be undertaken at Friston. There is a change to the bridge near Bigsby Corner. The area is being overall expanded. Nautilus is now going to the Isle of Grain. The counter argument is that this leaves a space for another project in this area. The ESCEP are trying to get a meeting with the Dept of Energy. The constitution for the ESCEP has been amended to meeting. Cllr Beach has a 1-hour slot with the Dept of Energy, the main reason is to have a face to face meeting and discuss mitigation and DESNZ taking a strategic overview of the projects. At the recent transport forum meeting the impact of SZC, Friston work and the Friday St. roundabout work was a huge concern and has been raised with SCC and all the parties.

Cllr McKenna said that the local villages will have a rat run of Sizewell vehicles going through them.

Cllr McDonald said that the A12 and A1094 will be made safe, but will move the safety issues elsewhere. Cllr Beach said that one of the DCO's may be delayed due to the cumulative impact of everything. Cllr McDonald said that the Sizewell C traffic on the A12 is part of an approved plan, the need to communicate with the residents is key, and has been mentioned in parliament. Cllr Richards commented that a letter has been written to Andrew Reid about the concerns relating to traffic and he has stated that he will look into this.

A member of public commented that Steve Merry is a member of the traffic review group and he should be included in discussions. Cllr Beach confirmed that he was. Detailed plans of the roundabout have been shared but as yet not Friday Street.

Cllr Rainger said that the PC should ask Sizewell C and Steve Merry to attend a meeting at Snape about the proposed roundabout at Friday Street junction.

ACTION: Cllr Beach to write an invite letter to Sizewell C and Steve Merry to attend a meeting to discuss the roundabout at Friday Street junction.

Cllr Richards said that there has been a recent communication about a quarry at Westerfield. This will create more traffic. The PC needs to hang onto the commitment from Sizewell C concerning the mapping of HGV's. Cllr Beach commented that some traffic monitoring has taken place, the A1094 and the A1069 has been completed and the data is subject of discussion and review with the PCs.

Cllr M Normans said that consideration should be given to the pedestrians.

Cllr Richards stated that the displacement of traffic within the village is dangerous. It is important to remain in partnership with other towns and parishes.

ACTION: The PC agreed to continue to support the town and parishes group initiative formally.

5.2 Traffic Calming – Cllr Richards commented that he had wished to talk with Katie Graham about the issue of parking on the pavement.

Cllr M Norman said that children are unable to walk on the pavement and are having to walk in the road.

Cllr Richards reported that a letter had been received from a resident about the safety outside the school.

The new road lining needs to be assessed to see how efficiently it is working.

ACTION: Cllr Richards to speak with Andrew Reid and Katie Graham about the parking issues near the school.

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

5.4 20's plenty – Cllr McKenna reported that she had attended an online conference, which included nationwide members. Surrey has taken on an area and looked at it holistically. Single track roads have become 20 mph where they were 30mph. This conference maybe viewed on Youtube if anyone should wish to look at it. Does the PC wish to pursue this with Andrew Reid and Katie Graham, to find out what their views are on this?

ACTION: Cllr McKenna to draft a letter to send to Andrew Reid and Katie Graham.

5.5 Allotments – Cllr M Norman stated that she would like to have an inspection day at the allotments with Cllr Richards. This would be to look at issues such as overgrown hedges, trees etc. The allotment rent invoices are sent out at the beginning of April and it is proposed to add some new terms and conditions. The area coming into the allotments have been cleared and planted with some wildflower seeds.

Cllr D Norman said that he has cleared part of the culvert, but a quote is needed for someone with a mini digger to clear the rest of the culvert. This would give better drainage.

Cllr Richards said that boundary is a long running issue. A surveyor has looked at the site and some information has been given to the neighbours. Some encroachment has taken place by some of the neighbouring properties. The subcommittee, Cllr Richards, Cllr Rainger, Cllr Beach and Cllr M Norman, will meet over the next few weeks to discuss the next steps. The next phase is almost complete and a rounding off letter from the solicitors is required. Money for a boundary fence will also be required. It may not be necessary to register the land with the Land Registry as the neighbours will have the boundary on their deeds.

5.6 Housing needs – Cllr Beach said that there is no update, hopefully there will be some information in December.

5.7 Grass Verges – Cllr D Norman said that he has collected the PPE from the Highways for the Community Self Help Group, and it is expected that the work to the pavements will take place in early spring.

5.8 Post Box – The Clerk reported that no further contact has been received from the Royal Mail.

Cllr Richards said that the PC could undertake the work to move the post box as this is on the PC land.

ACTION: Clerk to contact the Royal Mail and state that the PC will be turning the Post Box to ensure the safety of the residents who use it.

6. Planning Application & Decision Notices

DC/24/3582/FUL – Stacumny Lodge, Priory Road, Snape, IP17 1SD

Conversion of integral garage with first floor extension over. New entrance gates with brick walls, car port, green house and shed.

After some discussion, it was agreed by all to have no comment to this application.

Cllr Farrant said that the application for Snape Priory had been permitted, as has Saxonfields. The Chimneys application has been withdrawn. The Glamping Site which is sited near Hulver Lane and Wadd Lane is complicated in many ways. The site has a right of way that goes through the middle. There are single track roads, which are all Quiet Lanes. The Rights of Way team has been in contact regarding the footpath 8a.

ACTION: Cllr Farrant to speak with The Rights of Way Team, and will also write some comments to send to ESC.

7. Finance

(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. It was agreed to hold the donation for the Good Neighbour Scheme, until it was required.

The payments were G Whiting (grass cutting) - £330, Zurich (Annual insurance premium) – £363.00, M Backhouse (Salary October/November) - £454.80, Unity Trust Bank (bank charges) - £11.40, Community Action Suffolk (One Suffolk Hosting) - £42.00, Birketts (legal advice) – £2520.00, SALC (6 months payroll) – £54.00, Vertas (Grounds maintenance) - £435.72, Birketts (legal advice) - £1020.00, Cllr M Norman (Wildflower seeds) – £24.50, Village Hall (Annual Donation) - £200, Church (Annual Donation) - £200, Priory Wood (Annual Donation) - £200, Street Solutions (community self help group equipment) - £244.85, DE Keeble (hedge cutting) - £270.00 Total - £6370.27.

The income was UK Power Networks (Wayleave payment) - £17.25, East Suffolk Council (2nd precept payment) - £6619.50. Total £6636.75.

(b) Quarterly Accounts and Bank Reconciliation.

The full Council noted the quarterly accounts and bank reconciliation.

(c) Clerks Salary

The Clerk reported that the increase in salary recommended by NALC was from £12.42 to £13.05 per hour.

It was agreed by the full Council to increase the Clerks hourly rate and to back date this to April 2024.

(d) Draft Budget

After some discussion it was agreed by the full Council to adopt the main figures of the budget, but some allocation of funds into sub headings would be assessed by the Finance Committee.

(e) Precept Request

Having agreed the main figures in the budget, it was agreed by the full Council to request a precept of £15,038. This would show a 3% increase on the Council Tax bills received by home owners.

8. Parish Council Business

(a) Alde & Ore

Cllr Beach said that there is to be a meeting on the 6th December with the new Member of Parliament.

(b) Boardwalk to the Maltings

Cllr McDonald reported that a leaflet has been put on the website trying to gain interest in the Ebb & Flow after Christmas. It is hoped that £250,000 - £300,000 can be raised for this project, which may take some time to achieve.

Cllr Beach said that he is aware of two additional volunteers.

Cllr McKenna asked if this project was to be a portfolio of the PC?

Cllr McDonald said that this project would be a stand-alone item.

(c) Zip Wire

Cllr Beach reported that more quotes are required for the zip wire, so far there is £2,000 from ESC and a £1,000 donation towards the overall cost.

(d) Co-option of a Councillor

It was agreed by all the Councillors to undertake an advertising campaign to attract some people to join the Council, there are currently three vacancies. It was suggested to do a leaflet drop or a advert in the Ebb & Flow.

ACTION: To place co-option on the agenda for January.

(e) Meeting dates 2025.

The meeting dates were agreed by all except for the March meeting which it was agreed to change to the 18th March.

(f) Church Common Drainage Remediation

Cllr Richards reported that the area outside the church on the Sternfield Road always floods. SCC has not agreed to do the work, is this something that the Community Self Help (CSH) group could assist with?

A member of the public commented that the area takes a few days to clear when it becomes flooded. The area is very muddy. The drains have become filled with soil, and require a mini digger to clear them out.

Cllr Richards asked if the CSH group could take this on as a project.

Cllr Beach said that he would be happy for the CSH group to undertake the work having received confirmation from the SCC Highways engineers.

Cllr Richards commented that there would be some financial implications, could ask the County Councillor to contribute to the costs.

(g) Planting on the village greens

Cllr Richards said that this relates to the wooden tubs on the village green. There is no further money in the village green project pot, but there is some money in the Green Spaces pot which could be used to purchase some pansies for the winter.

(h) Acquisition of a replacement defibrillator

Cllr Richards said that every effort is being made to locate the missing defibrillator. It was used for an emergency and appears to have been misplaced. Contact has been made with the Ambulance service to try and locate the defib, but as yet there has been no progress. The nearest defib is located at Snape Maltings. To acquire a new one would cost £1,000.

All the Councillors agreed to purchase a new defib at a cost of £1,000

(i) Drop in event to update the local residents about the Energy Projects.

Cllr Richards said that an open event could be planned for the beginning of the year so that the people are properly informed of any further project implications. The invite would go to the developer groups etc.

(j) Parking & traffic in Church Road around the school.

This item has been covered.

(k) Village Hall 100th Birthday

Cllr Richards said that there is to be a celebration in June 2025 to celebrate the 100th birthday of the Village Hall, this is to be organised by the Village Hall Committee.

(l) VE Day Commemoration

Cllr Beach reported that this is a Thursday in May, there will be the lighting of the beacon, volunteers are required to assist with this.

(m) Portfolio Holders

It was agreed to postpone this item until there is a full accompaniment of Councillors.

9. Correspondence

Snape Portaloo

Cllr Richards commented that the PC part owns the Portaloo that was used at the Church. This is no longer required by the Church so the idea is to sell it. It was agreed by all to sell the Portaloo.

ACTION: Clerk to email Mr Boulton permitting him to sell the Portaloo.

Donations

A request has been received from St Elizabeth Hospice, Citizen Advice Bureau and Marie Curie. After some discussion it was agreed by all the Councillors present to support the Citizen Advice Bureau by donating £200.

Cllr Farrant reported that the SID is working well, but it is not possible to download the data from one of them. Westcotec have stated that it will cost £107.50 to have this fixed. It was agreed by all to permit the fixing of the SID.

10. Matters for consideration at the next meeting.

As appear in the minutes.

11. Date of the Next Meeting

28th January 2025

Meeting Closed – 8.58pm.

Marie Backhouse, Parish Clerk

snapecp.clerk@gmail.com 26 November 2024