

Letheringham Parish Council

Minutes of the Parish Council Meeting held
on Monday 29th January 2018 at Easton & Letheringham Village Hall

In Attendance

Terry Carlin (TC) (Chairman & Financial Officer)
Jean Barker (JB)
Maurice Finch (MF)
Matthew Bickerton (MB)
Richard Gooding (RG)

David Allan (DA) (Clerk)

Public Attendance:

Mike Lloyd, David & Ruth Holborrow, Trevor Gill, Andrew Maskery

Public Forum commenced at 7.45pm

Trevor Gill (TG) addressed the Meeting regarding proposed applications for Planning Permission / Listed Building Consent regarding work planned at Four Bridges Farm. The Dovecote is Grade II listed, with repairs only permitted. TG wants to give it a useful purpose and noted that it had been used for car storage previously with the original doors removed. The side walls were now cracked, and the mezzanine was rotten and would need to be removed, although this will be put back and the space given a purpose, possibly as a digital library.

The old kennels are not listed but are a non-designated heritage asset. They are in poor repair with the foundations having been undermined by trees. The plan is to create a residence there for holiday letting, with a modern zinc façade and south facing glazing towards Paul Clarke's field.

The main house has a conservatory on one side and a lean-to on the other. The plan is to erect two storeys on each wing, leaving the footprint unaffected.

The Architect, Craig Beech, has completed pre-planning and is in the process of finalising documentation, and believes that there is nothing obviously contentious in the proposed plans.

TC and MB advised TG to speak to the Conservation Officer at an early stage, while MF raised issues regarding wildlife, the potential need for a bat survey, and the need to promote the bird population, which could be achieved by using the dovecote for nesting. MB endorsed this and suggested obtaining a Heritage Report, as well as liaising with the Conservation Officer generally to avoid the risk of subsequent delays.

ML raised the issue of potholes and in particular the state of the road by Seven Spar Farm, which had deteriorated due to the number of lorries carrying 70-acres worthy of sugar beet, which had resulted in the sides of the roads collapsing.

TC advised that he had spoken to David Chenery about this today and had been advised that issues should be reported via the website reporting tool, with photographs attached to clearly demonstrate the damage to the carriageway.

ML also referred to problems arising from his application for planning approval for caravan storage, which was approved but with differences between the response and the application, including the number of bays and classifications. ML had called the Planning Department but had not received any further response. TC suggested that ML should email the Planning Dept about his concerns and copy TC into this correspondence.

ML also raised concerns about the situation at Sandy Lane Kennels. In June 2017 he was asked to monitor the situation for two months, and did so, submitting emails and videos but received no response, having been advised that Peter Thompson was off sick or on holiday. Environmental Health monitored the noise in August and agreed this was unacceptable and served an Abatement Notice, which was appealed, resulting in a hearing in November and a further Hearing scheduled for this month.

The Meeting opened at 8.07pm

2018.01 Apologies

Apologies received from Robin Vickery, who was required to attend at an Emergency Planning Training Session this evening.

2018.02 Declaration of Interests

None.

2018.03 Approval of Minutes & Matters Arising

Minutes of LPC meeting on 27th November 2017 approved unanimously and signed by TC

2018.04 Matters of Report

The situation regarding Police data and the inadequacy of this was raised. It was noted that there had been recent incidents of garden and agricultural thefts in Monewden and Kettleburgh, and it was suggested that a Police Representative should be invited to attend at the Annual meeting to address concerns about the change of Policy in engaging with Parish Councils, and the reporting of crime data generally.

2018.05 Planning & Licensing Applications and Issues

The re-submitted application regarding Boatmans (DC/18/0131/FUL) was raised and discussed, with no concerns or objections raised.

2018.06 Phone Box & Defibrillator

The Meeting was advised about an email received from PB regarding the need for replacement pads for the defibrillator together with a back-up set, costing £35 plus VAT and postage, amounting to a total of £91.20, with an alternative of enrolling on a managed

scheme costing £126 per year which would include replacement pads, batteries and compliance checks. It was noted that these were not costs that had been identified or included in the budget previously, and no decision was made regarding this pending further information and consideration.

The proposed VETs scheme was also raised and adjourned for review at a later date, and the issue of painting and repair of the phone box was considered and postponed until an improvement in the weather forecast.

2018.07 B1078

TC reported that little progress had been made, with Westcotec having requested that we revert to the local Council regarding the acceptability of a '30mph Max' sign. This was now with David Chenery, and a response was awaited once he had had an opportunity to consult and consider.

A response was also awaited regarding enquiries as to 'recycling' times regarding battery life. MB noted that Westcotec appeared to supply about 90% of local signs, with RG commenting that the SID in Easton was very bright, raising concerns about battery life. AM endorsed this, observing that it also appeared to activate very early, increasing power usage. TC stated that he would chase up and notify about any response.

2018.08 Budget 2018/19

TC observed that responses were awaited regarding SID signs and ongoing expenses, and that a budget would be drafted and presented in the light of these.

2018.09 Financial Reports

2018.09.01 Monthly Financial Report

TC presented the Monthly Financial Report and Accounts, which involved no change save for a 5p accrual of interest, albeit with the cheque for CAS not accounted for as yet although DA provided a receipt for payment received by email.

2018.09.02 Invoices for Payment

No invoices had been received for payment, and it was noted that there was no receipt regarding payment to the Churchyard fund.

2018.10 River Deben

The meeting was advised regarding an email from Jan McNeil following the meeting between her and others with Emmet Klipalo of the Environment Agency regarding the Deben River, in the following terms:

Following the visit from the Environment Agency a brief update.

In attendance:

Emmett Klipalo, River Deben Catchment Lead

Tom Pryke, Ecologist
John Kerr
David and Ruth Holborow
Jan McNeill

Concluding points are:

- The Environment Agency (EA) will not clear it; due to resource constraints they would only undertake this if there was a risk of flooding to houses.
- The EA would not even undertake this if they were paid (potentially any willing residents could split this cost), however, there are organisations that would undertake this (Emmett will send me details of these).
- The EA would have no objection to residents implementing a "sweeping rope" (across the river) to keep the weed at bay.
- I attach a copy of 'Living on the edge' which sets out the responsibilities of the riparian landowner as well as the EA.
- Emmett suggested that he could come to a Parish Council Meeting to discuss this situation if required.

I am sorry to say that they are not going to revert to the annual river clearance!

DH commented that this had been a forthright meeting, with views expressed that the weed situation had got worse between July and the 12th December, resulting in difficulty telling where lawns ended and the river began, creating concerns and dangers to visitors and those renting holiday accommodation.

DH observed that Duckweed prevented other plants growing and increased detritus, as well as nothing that there were several trees down in the river. John Kerr had removed the largest but others remained and affected the river floor and flow, particularly in times of limited rainfall.

It was reported that Emmet Klipalo and the EA generally saw this as a positive, creating habitats and safe areas for wildlife.

DH stated that the state of the river was clearly deteriorating, in contrast with previous years in which the Environment Agency would clear the river with a boat with special equipment, and referred to a situation eight years ago when there was a spill which killed fish and resulted in the river being re-stocked and re-oxygenated.

MF agreed that the flow of water had clearly slowed, and DH queried how the river could be cleared, referring to the use of a partial dam or rope across the river, which would assist downstream but make matters worse above.

MF raised the importance of creating clear areas for Kingfishers, fish and Water-skippers.

It was agreed that Emmet Klipalo should be asked to attend at an LPC Meeting as the Environment Agency view, and the policy of leaving rivers to create environments, was clearly in conflict with the experience of residents.

DH observed that the situation beyond sanctuary Bridge and in the area of Abbey farm was particularly bad and very overgrown, and it was noted that there appeared to be two obvious reasons for this situation, namely the lack of financial resources and the reduction of EA staff from 60 to 6.

It was agreed that Emmet Klipalo and an Ecologist should be asked to attend at a meeting in the near future so that matters could be addressed, and an email sent to residents in advance regarding matters to be raised.

TC observed that matters could also be aired with Dan Poulter as MP, although discussions with the Environment Agency should be held first.

2018.11 Informal Electoral Review Proposal

The Meeting was advised regarding an email received from the District Council relating to an 'Informal Electoral Review Consultation' concerning a proposed amendment to Council Wards, with a view to making these larger and reducing the number of Councillors. Although not affecting Parish Council boundaries, these could impact of areas such as Letheringham, and it was agreed that the consultation should be circulated to residents.

2018.12 Litter Pick

It was agreed that arrangements should be made for this to be held on the 18th or 25th March if possible.

2018.13 Meeting Dates

The proposed LPC meeting dates for the remainder of 2018 were approved, as follows:

- Monday, March 26th Parish Council Meeting
- Monday, May 21st Annual Parish Council Meeting
- Monday, July 23rd Parish Council Meeting
- Monday, September 24th Parish Council Meeting
- Monday, November 26th Parish Council Meeting

Prior to the closure of the Meeting, MF raised concerns about the Parochial Church Council ('PCC'), which was effectively run the treasurer, Tim, and Polly. Tim had retired and Polly felt unable to continue to maintain responsibility. An application for Lottery funding had been refused and, although alternatives were being considered, the situation was dire, with no services being held at present. The keys had been returned to the Church and there was a real issue as to who was responsible for upkeep, property and the churchyard.

DA to email and clarify matters for the next meeting if possible.

The meeting closed at 9.40pm

Signed.....

Date.....26/3/2018

Next Meeting: Scheduled for the 26th March 2018 at 7.45 pm in the Village Hall

Appendices follow:

- A Financial Report as at 29th January 2018
- B: Letheringham Parish Accounts as at 29th January 2018

Letheringham Parish Council**Financial Report as 29th January 2018****Cheques presented for payment at this meeting**

	date	chq #	amount
Income received			
interest on saver account	12/12/2017		£0.05

Current position before cheques are paid

Community Account	£5,255.09
Business Premium Account	£267.10
TOTAL	£5,522.19

Current position after cheques are paid

Community Account	£5,255.09
Business Premium Account	£267.15
TOTAL	£5,522.24

Expenditure approved minute 2018.09.01 refers
Date 29/01/2018

Letheringham Parish Accounts

statement of account as at January 29th 2018

COMMUNITY ACCOUNT #50571423		(2017-2018)					account statement	statement date
date	Cheque no	debit	credit	total	vat			
C/F from 2016-2017				£2,851.86				
SCDC precept	26/04/2017		£600.00	£3,451.86				
HMRC VAT rebate	21/04/2017		£500.02	£3,951.88		£3,951.88	27/04/2017	
SALC membership fees	12/06/2017	100256	£34.22	£3,917.66				
Community action Suffolk (web site)	12/06/2017	100257	£60.00	£3,857.66	£10.00			
Insurance (came & co)	25/09/2017	100258	£168.00	£3,689.66				
Village Hall contribution	25/09/2017	100259	£50.00	£3,639.66				
Locality fund grant	25/09/2017		£1,225.43	£4,865.09				
SCDC precept	29/09/2017		£600.00	£5,465.09				
BDO audit invoice	29/09/2017		£0.00	£5,465.09		£5,465.09	27/11/2017	
Community action Suffolk (web site)	27/11/2017		£60.00	£5,405.09	£10.00			
churtyard fund			£150.00	£5,255.09				
village hall hire								
YTD total debits/ credits								
		total grant funding received for SID signs £1100 +1225.23						
		total 2325.23						

BUSINESS SAVER ACCOUNT #50571431		Payments	Receipts/ interest payments	Balance	Bank statement	statement date
c/f	01/04/2017			£267.10	£267.01	13/12/2016
	12/06/2017			£267.10	£267.10	09/06/2017
	25/07/2017			£267.10	£267.10	25/07/2017
	27/11/2017			£267.10	£267.10	27/06/2017
	12/12/2017		£0.05	£267.15	£267.15	12/12/2017

Total account balances

date	Community Account	business premium account	Total funds available
21/05/2017	£3,951.88	£267.10	£4,218.98
12/06/2017	£3,857.66	£267.10	£4,124.76
25/09/2017	£4,865.09	£267.10	£5,132.19
27/11/2017	£5,255.09	£267.10	£5,522.19
29/12/2018	£5,255.09	£267.15	£5,522.24

LPC ASSET REGISTER		
Capital asset	Value (£)	Comment
Village sign	£1,469.00	Sign insured for public liability and replacement cost £4000
Phone box	£1.00	Replacement value £1000
Salt Box	£67.00	Replacement value £100
Millennium seat	£485.00	Replacement value £500
defibrillator	£2,130.00	replacement value £2130
village notice board	£500.00	replacement value £500
Total	£4,652.00	total replacement £8230