



FRISTON PARISH COUNCIL

Minutes of the **Council Meeting** held on **Monday 27th June 2016** at 7.00 pm
in Friston Village Hall, Church Road IP17 1PU

Members: Cllr. M. Caplin (Chairman) Cllr. A Simpson Cllr. S Jackson
Cllr. D Brooks Cllr. A. Patterson Cllr. C Brooks
Cllr. M. Schedrin

Also present: K. Forster - Clerk to the Council, 3 members of the public

54/16 Apologies: There were no apologies.

55/16 Declarations of Interest & Request for Dispensation:
There were no Declarations of Interest and no requests for dispensations.

56/16 Minutes of the previous meeting:
Minutes of the meeting of 10th May were submitted for approval. There were 2 minor adjustments which were made. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and were duly signed by the Chairman.**

57/16/ County and District Councillor Reports
County Cllr. Reid had submitted a report however it had been too late to distribute – the Clerk to distribute later **NOTED**. Cllr. Reid wished to raise two items:
a) Devolution. Norfolk CC had voted in favour to continue the work with Suffolk CC. Suffolk CC to vote on similar next Thursday. There will then be a consultation process until a vote in October. It seems at present that the devolution for East Anglia will be in two sections – Norfolk & Suffolk and Cambridge and Peterborough.
b) Sizewell C. Following the EU referendum, the CEO of EDF stated that this would not affect the investment in Hinkley Point or Sizewell. EDF and the Government are continuing discussions.
District Councillors Haworth-Culf and Jones had sent a report and also apologies. The Clerk reported that Cllr. Haworth-Culf was not available at the moment due to family illness. The Parish Council expressed their sympathy.

58/16 Village Green
a) **Update on Village Green and Right to Bid**
The Clerk reported that she had completed the application to list the Village Green as a Asset of Community Value and would be submitting it as soon as she had received the plan from the Land Register. She advised that this action could be viewed as hostile by the owners, whilst negotiations were taking place to establish a lease. **It was unanimously RESOLVED** that the council wished to proceed with the application.
In the meantime, the Land Agent from Savilles and the Clerk were progressing towards a lease agreement. The Clerk will be informing him about the Right to Bid application.
b) **Safety Hazard on the Village Green**
Two letters had been received from the public regarding the safety of the bridge crossing on the Village Green. The Clerk circulated advice from the legal department of NALC and a technical notice regarding the possible status of Occupier. It appears that the parish council, whilst not being the owner of the village green is the Occupier and, as such, has a duty of care. That, however, is nebulous in its definition and there is concern about spending public money on private land and also about any potential liability.
It was, however, agreed that the council should proceed in investigating how to fix the problem. Cllr. Simpson has a proposal but was unable to gain information regarding the legal requirements for slope gradients and disabled requirements. County Cllr. Reid asked



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that he be copied in as he will find this information or someone for Cllr. Simpson to talk to.

NOTED

In the short term, there is a problem with the upcoming Classics on the Green. It was agreed that notices be displayed advising of uneven and slippery ground and suggesting that people use the longer route around the edge of the green to get to the Village Hall for refreshments. The Clerk is to supply some notices. **NOTED** All attendees are also handed a paper stating that the ground is uneven and to use care.

The Clerk advised that the Parish Council could pay for the work on the green under section S137 however, the total available under S137 is £7.42 per electorate (no. 280) resulting in £ 2,077.60. She also referred to the advice in the Technical notes regarding a sign. **It was unanimously RESOLVED that the work required is carried out under the S137 provision.** Cllr. Simpson will liaise with the people who are completing the feasibility study.

59/16 Planning

- a) **Diversion of footpath 13a.** No update however information has been received and published regarding the diversion and renumbering of footpaths around Friston/Knoddishall.
- b) **Ref: DC/16/2067/FUL – Elm House.** The Parish Council raised no objection to this application.
- c) **Ref: DC/16/2333/FUL – 2 The Meadows.** The Parish Council raised no objection to this
- d) **Ref: DC/16/2223/FUL – Installation of reservoir in field north of Decoy Farm.** The council raised no comment on this.
- e) **Updates on previous planning applications:**
Bowling Green, Low Road There has been no decision to date, however SCDC asked if we wished to refer to committee. The Clerk was away and did not receive the request until after the 5 day response time had expired on the Friday afternoon. She responded on the Monday morning first thing to request it to be referred but it is not yet aware of the outcome. Cllr. Haworth-Culf has supported this request.
Middle Lodge Variations Permitted

60/16 Accounts

- a) **Statement of Accounts:** The statement of accounts was reviewed and there were no comments to be made. There is currently £21,308.88 in bank.
- b) **Approval of Payments:** Cheques totalling £ 1929.76 were approved. It was noted that the Training shared with Benhall & Sternfield and Snape had been recharged to them as had the attendance by Mrs Simpson at the Village Hall Briefing been recharged to the Village Hall Committee.
- c) **New Signatories:** There was still no confirmation from Barclays regarding Cllr. D Brooks.
- d) **Clerks Salary:** Following the decision at the budget meeting in November, the Clerk is now on salary Scale SCP 22. The Clerk also reported that, having submitted time sheets for the last year, it was evident that the workload averaged at 5 hours per week. Consequently, it was agreed that this would be the contracted work commitment. This had been discussed and agreed with the Chairman. **It was unanimously RESOLVED that the Clerks hours are set at 5 per week on salary scale SCP22.**
- e) **Exercise of Public Rights to the Accounts:** The Clerk confirmed that the accounts had been submitted to the external auditor (BDO). The notice regarding the exercise of Public Rights to the Accounts had been completed and was to be put on the notice board.

61/16 CIL Payment & Grant for Queens Birthday

It was agreed to defer this discussion to a later meeting and will remain on the agenda.



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62/16 Risk Analysis

The amended risk analysis, incorporating the Traffic Calming system, was presented. **It was unanimously resolved to adopt the new Risk Analysis.**

63/16 Highways, Paths and Transport

a) Highways

Cllr. Simpson passed over a list of items to be communicated to Highways. These included:

- a) Blocked drain next to village green
- b) Soil heaps in front of Newton House
- c) Demolished bank and pot holes in Chases Lane & Low Road
- d) Pot holes in Church Rd and in front of Village Hall
- e) Grass Cutting back on bank blocking footpath on Aldeburgh Rd.

He also requested that a letter be written to Fielden Ltd. regarding the soil building up in Grove Road. **NOTED**

Traffic Calming System (VAS): Cllr. D Brooks reported that he had investigated if the settings at which the VAS system reacts could be change and that they could not. However, there was software available which could record the date, time and speed of each car (although they are not identifiable) as it passes by. This costs £350. This could enable the police to be alerted should there be a regular infringement at a specific time.

- Cllr. Patterson stated that she had been approached by a member of the parish who might be prepared to purchase an additional monitor so that there is always a monitor at both ends of the village. It was agreed that there may be a problem with a permanent siting of a VAS, due to the terms specified by Highways Agency. The Clerk is to confirm. **NOTED**
- It was generally agreed that the new VAS system had had a significant effect on reducing the speeding through the village.

NORSE refuse collection lorries: It was noted that the lorries have changed some of their routes and therefore there is less damage however, there are still problems. Cllr. Simpson

- c) has been trying to organise a site meeting with Norse and including the Highways agency. The Clerk is to contact Cllr. Jones about getting this meeting set up, even if it is only with Norse to start with. **NOTED**

Tractor Traffic: There have been a number of complaints to councillors regarding tractor and HGV traffic on unsuitable roads. In Mill road, one morning 13 tractor trailer

- d) movements were noted, commencing at 5am. The Clerk was requested to ask Blackheath Estates if their suppliers and contractors could use the wider and more suitable roads where possible

64/16 Sizewell C

Nothing to report

65/16 Village Hall

The Clerk advised that she had been in touch with Mr Wentworth's solicitors to point out that the 30 year lease was ending in June. Mr Toby Pound had responded that Mr Wentworth had "no intention of seeking any change to the current occupation before the transfer is made". He also confirmed that they were still waiting for the title deeds to be settled.

66/16 Allotments and Playground/Village Green

Allotments: Cllr. Simpson reported no issues.

Playground: Cllr. D Brooks gave the following report:

1. The swings and football posts have been painted, free of charge by Phil Harris. The council expressed their thanks and asked for a letter to be sent.



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2. The benches require painting. Cllr. Brooks is to look for contractors to do the work.
3. The scheduled work to the damaged play equipment could not be completed on 20th due to the bad weather, however a new date is to be arranged.

67/16 New Councillor. To date no response.

68/16 Communication with the Village/Parish

The current means of communication to the Village and Parish include the minutes and agendas being published on the notice boards and websites, a 6 monthly newsletter and occasional entries into the parish magazine.

There are issues on occasions with

- all households receiving their newsletter – the council considered appointing someone to deliver all newsletters
- the content of the newsletters is not sufficient – the council considered increasing the newsletter to 4 pages
- the notes from this meeting do not always coincide with the publishing dates of the parish magazine.
- The Parish council is reliant on and very grateful for the work by Bryan Duncan in maintaining the website and does not want to overload with lots of extra information.

Cllr. Schedrin raised the issue of the village plan and wanted to load it onto the web site so as to garner opinions and information from the public. At the previous meeting the council agreed to review the plan and discuss in the August meeting. The Chairman suggested, and there was general agreement, that the plan should not be loaded onto the website until the discussions had taken place. Cllr. Schedrin has scanned the village plan and will email it to all councillors.

69/16 Correspondence

Letter from the Constabulary: The Suffolk Constabulary have offered to come to a meeting a year and request the preferred date from the parish council. It was suggested that they attend the Annual Parish Meeting, however, if that date was not convenient, then to attend the budget meeting in October. **NOTED**

CAS membership: It was decided to not go ahead with membership of CAS. **NOTED**

ROW consultation: An email stating that there would be a consultation regarding rights of way had been received, with a web site on the Suffolk.Gov page.

Engagement Forums: A letter from the District Councillors had been received, canvassing opinion on the setting up of 6 monthly forums to discuss items that matter to local communities. The Clerk was asked to respond favourably but with the comment that it would better if the location was not always in Ipswich but also included more northern Suffolk Coastal areas. **NOTED**

Friston War Memorial: A letter had been received from Historic England to inform that Friston War Memorial had been listed.

The meeting closed at 8.59 pm.

The next meeting 7.00 pm Monday 8th August 2016 in Friston Village Hall.

Karen Forster
Clerk to Friston Parish Council Orchard House
Chediston Road
Wissett, Halesworth, IP19 0NF