

Snape Parish Council

Minutes of the Annual General Meeting held on Tuesday 23 May 2023 at 7.00pm In Snape Village Hall.

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

Attendance: 1 member of the public and the Clerk (Marie Backhouse).

Consideration of Reports by the District Councillors and County Councillor

No reports received.

Contributions by Members of the Public

None

Meeting opened 7.18pm

MINUTES

1 Election of Chair and Signing of the Declaration of the Chair's Acceptance

The Clerk asked for nominations for the election as Chair. Cllr Beach proposed that Cllr Richards is appointed as Chair until the Annual General Meeting in May 2024, this was seconded by Cllr D Norman and agreed by all. Cllr Richards signed the Declaration of the Chair's Acceptance.

2 Election of Vice-Chair and Signing of the Declaration of the Vice-Chair's Acceptance

Cllr Richards asked for nominations for the Vice-Chair position. Cllr M Norman proposed that Cllr Rainger is appointed as Vice-Chair until the Annual General Meeting in May 2024, this was seconded by Cllr Beach and agreed by all. Cllr Rainger signed the Declaration of the Vice-Chair's Acceptance.

3 Apologies and Approval of Absences

Cllr Lock

4 Declarations of Pecuniary or Non-Pecuniary Interests by Member

Cllr Beach, Cllr D Norman and Cllr M Norman – members of the Playing Field Committee
Cllr M Norman and Cllr D Norman - Planning application

5 Applications for Dispensation

As above declarations

6 Approval of Minutes of the Previous Meeting on 28 March 2023.

Cllr Beach proposed that the minutes are a true record of the meeting held on the 28 March 2023, this was seconded by Cllr Farrant and agreed by all who attended.

7 Matters arising from the Previous Meeting on 24 January 2023.

7.1 Power Projects/National Grid consultation on Sea Link – Cllr Beach reported that he was disappointed with the ministerial visit. Only three parishes, Theberton & Eastbridge, Aldeburgh and Friston were invited to attend. SPC did not receive an invitation.

Cllr Richards commented that Cllr Beach has worked hard on trying to engage with all the different meetings taking place. The minister was here overnight and it was disappointing not to have met with him.

Cllr Beach said that the local campaigning groups were aware of the meeting a few days in advance but the PC's had not been notified.

Cllr Rainger reported that it was good that someone came to listen to the PC's, approximately 30 PCs joined together as a force to have an impact on the Energy Projects.

Cllr Richards suggested that the Village Plan is looked at and re-assessed.

Cllr Rainger said that it is important for an Action Plan for the village to be put in place when the mitigation funding becomes available for the communities impacted by the energy projects.

7.2 Traffic Calming – Cllr Beach commented that an email has been sent by Jason Crane, this is ongoing.

ACTION: To place on the next agenda.

7.3 Housing needs – Cllr Beach reported that a meeting had taken place with Hastoe, plans are moving forward, it is hoped that a planning application will be available in the Summer. 14 Social houses, an 3 or 4 larger houses. There will be a mixture of housing, bungalows and family homes.

ACTION: Continue to place this on the agenda.

7.4 Bio-diversity and climate change – Cllr Richards said that SALC are trying to do a session on this subject.

ACTION: Cllr Richards to contact SALC, Cllr D Norman to assist with this subject.

7.5 Church Common – Cllr Beach said that the bike meet took place on the 4th May and it was well supported.

7.6 Policies – This item is on the agenda.

7.7 Village Hall Car Park – Cllr Richards reported that he has raised the concern of the gravel moving onto the roadway, it was agreed that this would be monitored and the gravel would be swept back onto the car park. The Village Hall Committee were not keen to place a row of slabs on the edge of the road to prevent this.

7.8 School – Cllr Richards commented that he has spoken with the school, there is no plan to increase the number of pupil places, they are limiting to 80 pupils. What was the development plan? It is a plan to raise funds to build on the front of the school, but the costs to achieve this have escalated. The school are working on various areas within the school to try and free up some social space. The arrival times have been changed in the mornings. Parents are being encouraged to park respectful of residents as some confrontations have taken place.

Cllr M Norman said that there are currently 70 children, so the school want to have another classroom so they can use the hall as a classroom.

Cllr McKenna said that the new housing will create demand for the school.

Cllr Beach said that local people should walk to the school and there will be fewer parking issues.

Cllr Richards said that the school is popular and attracts children from other parishes. The Headteacher agreed to communicate with the PC when required.

7.9 Snape Village Gateway – Cllr Beach asked a local builder to look at the gateways. They are reportedly not worth repairing. The question is who pays for the repairs, are we allowed to replace them and who gives permission for the road closure whilst the gateway is to be repaired. The quote for the repair of the gates would be £1,800 to fix all three gates. Will Highways give permission for this, and what is the cost of the traffic control.

Cllr Rainger suggested that Andrew Reid should give the PC permission to fix the village gateways.

Cllr Beach said that each gateway if purchased via SCC could cost approx. £5,000.

Cllr Richards commented that the traffic management pot could be used for this expenditure.

ACTION: To place on the next agenda

8 Planning Applications & Decision Notices.

DC/23/1508/FUL – Church Farm, Farnham Road, Snape, IP17 1QW

Construction of 2 no. detached buildings for holiday letting purposes.

After some discussion it was agreed not object to this application, but to object to the shed.

ACTION: Cllr Farrant to submit a response to ESC.

DC/23/1652/FUL – 6 The Glebes, Snape, IP17 1QF

Severance of part of the existing garden, erection of new two-bedroom dwelling creation of a shared access and crossover and associated works.

Cllr Farrant said that this is a mirror image of the property opposite side of the road.

Cllr Rainger said the concern is the traffic if this is allowed.

Cllr Richards commented that objection is important as this will have a cumulative impact.

ACTION: Cllr Farrant to circulate a draft response for ESC to all.

Cllr Richards to contact Flagship housing to ask what the policy is for selling social housing.
DC/23/1838/FUL – The Drift, Church Common, Snape, IP17 1RD
Single storey rear extension.

Cllr Farrant said that there were no concerns with this application.
It was agreed by all not to object to this application.

DC/23/1777/TPO – Underwood, Gromford Lane, Snape, IP17 1RD
W1 of TPO No 00250/2012

1 No. Group of Cherry – Fell

Cllr Farrant reported that this tree was beginning to fall down.
It was agreed by all not to object to this application.

9. Finance

(a) Review and Authorisation of payment

Cllr Beach proposed that the authorisation of payment sheet be approved, this was seconded by Cllr Rainger and agreed by all the Councillors.

The payments were: SALC (Annual Subscription) - £296.18, Gary Whiting (Grass cutting) - £220.00, Vertas (Grounds Maintenance) - £396.11, Clerks salary (April/May) - £424.60 Total £1,336.89.

It was also agreed that Cllr Beach should be reimbursed for ice cream for the Coronation celebration of £40, and B Boulton should be reimbursed for a donation for the School of £25.

(b) AGAR Section 1 & 2, end of year accounts.

Cllr M Norman proposed that Section 1 & 2 be agreed, this was seconded by Cllr Farrant and agreed by all.

The end of year accounts was noted by all the Councillors.

(c) Finance Subcommittee, Financial Regulations

Cllr Beach proposed that Cllr M Norman, Cllr McKenna, Cllr Richards and the Clerk become the Finance Subcommittee this was seconded by Cllr Farrant and agreed by all.

Cllr D Norman proposed that the Financial Regulations are adopted, this was seconded by Rainger and agreed by all.

(d) Change of Savings Account from HSBC

It was agreed by all to move the funds in the HSBC account to the Unity Trust Bank Instant Access account.

10. Parish Council Business

a) Alde & Ore

Cllr Beach reported that there is a report on the website.

b) Friends of Snape Church.

Cllr Beach said that the group and fundraising is going well.

c) Adoption of the new Financial Regulations

Covered under item 9c.

d) Adoption of the General Power of Competence.

Cllr Beach proposed that the Parish Council adopts the General Power of Competence, this was seconded by Cllr McKenna, and agreed by all.

e) Snape Common Priory Road

Cllr Richards commented that this was in relation to the cottage and the boundaries on the common. SCC has agreed to undertake a survey to identify the boundary. It was agreed that the PC has acted as a broker to the relationship between the parties, and now there is no further involvement needed from the PC.

Cllr Beach commented that Priory Road is now being resurfaced.

f) Generic Email Addresses

It was agreed by all not to progress with the generic email addresses at this time.

- g) Bus Shelter Opposite Snape Motor Company
Cllr Farrant commented that the bus shelter needs clearing as it is becoming overgrown with vegetation, there is also a need for some repairs to the back of it.
ACTION: Cllr Farrant to obtain a quote to repair and clear the bus shelter.
- h) Dog Waste Bin by the allotments
Cllr M Norman suggested that a dog waste bin should be placed near the allotments, also some of the dog waste bins are not being emptied.
Cllr Farrant said that there is a company that provides dog waste bins, but a post would be needed to place it on. Maybe a complaint should be raised to Norse re the emptying of the bins.
Cllr M Norman asked who is responsible for cutting the grass at the end of the Glebes.
Cllr Beach said that he had reported the Gildings Lane being overgrown.
Cllr Richards commented that some of the grass areas are owned by ESC, some by SCC and some are village greens.
Cllr Rainger agreed that the areas of overgrown grass need to be reported if they have an impact on visibility and safety.
- i) Website accessibility
Cllr Richards commented that the PC website needs to meet certain criteria, it may be a project to look at the website.
Cllr Rainger commented that it is helpful to have the PC items in an order.
ACTION: Cllr Richards to talk with the Webmaster.

11. Correspondence

- (a) Playing Field – Contribution for Zip Wire
Cllr Beach commented that at the Playing Field AGM it was mentioned that the Zip Wire needs repairing or replacing with a new one. Is there anyway that the PC can contribute to this?
Cllr Richards said that the CIL money could be looked at for a contribution. The traffic management pot should be kept for other traffic related projects.
Cllr Rainger reported that EDF are looking for investment opportunities, there could be match funding.
Cllr Richards said that the budget should be looked at, it may be revised slightly as there has been no election.
Cllr McKenna commented that short term is this budget, long term is what the future is.
- (b) 20's Plenty – this has been covered.
Cllr Richards will attend the event for this.

12. Matters for consideration at the meeting on the 25 July 2023

Co-option of a Councillor, 20's Plenty, Posts on the Village Green, List of responsibilities.

13 Date of the Next Meeting

25 July 2023 – 7pm.

Meeting Closed – 9.18pm.

Marie Backhouse, Parish Clerk

snapepc.clerk@gmail.com 30 May 2023