

Snape Parish Council

Minutes of the Meeting held on Tuesday 28 November 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
Cllr Georgina Lock and Cllr Tim Beach.

Attendance: 8 members of the public and the Clerk (Marie Backhouse).

Presentation from Sizewell C Community Team representatives

The representatives informed the Parish Council (PC) that the team at Sizewell has changed and are based in the office in Leiston. They are responsible for assisting with the 'Deed of Obligation'. If anyone wishes to see the latest plans, please pop into the office. The idea of the team is to be relationships with the community. ESC, SCC and the Sizewell C team are working together to insure the community gains from the deed of obligation. There will be various Forums that meet on a regular basis to assist with the smooth running of the development. There will be the chance of 15,000 apprenticeships. The accommodation and housing campus which will consist of a 400-pitch caravan site and a 2400 bed campus. Occupational Health Services will be available 24 hours per day. There is additional funding available for the hospitals. The Police are to have a team based in Leiston. The employees will be expected to have a 'Code of Conduct' and if broken they will be unable to continue to work for Sizewell C, this is effective to ensure workers follow the company rules. The Community Fund consists of £23m. This will be administered by Community Action Suffolk. This will be focused on the areas that has the greatest impact from the development. 60% of the transport of materials will be made by train and sea. The rail line from Saxmundham will be temporary. There will be a jetty out to sea which will assist with the impact on the local area. The two-village bypass will also benefit the local area. There is a Sizewell Link Road, freight management facility and a couple of park and ride sites. Tom Daly commented that with the new freight management the area at Levington was no longer needed. Richard Knight replied that this was still being considered there was no update regarding this at the moment. There will be an impact on local Economy and Tourism, a contingency fund will be available to support tourism. All the roads built to assist with the construction will be removed, which will help the natural environment. The work tracker which is available on the website is very useful, and is updated regularly. The team are available in the office from Monday-Friday.

Member of the public (M of P), asked how the animal wildlife will be moved to and how.

Richard Knight commented that the wildlife had been identified and a site was transformed first to the north of the main site, there will also be another site to transformed.

M of P asked what the situation regarding water was.

Richard Knight said that a water strategy was being looked at, there will be a temporary de-salination plant to use water from the sea, this will be powered by Sizewell B. This will also be removed when no longer required. There is to be some investment in new pipelines.

Cllr Beach said that the water situation would be open for debate as you cannot take water away from others.

Richard Knight commented that water would only be needed in the first 12-18 months for the first stages of construction.

Cllr Beach asked when the Community Fund would be available.

Zoe Botton said that the DCO triggers the first part of the funding. Guidance will be sent out to all the Councils.

Richard Knight commented that in 2024 the trigger for the DCO will take place, also the final investment decision will be made. The DCO is being worked towards to ensure everything is ready.

Cllr Lock asked about the apprenticeships, what sort of jobs are available.

Richard Knight commented that there will also be apprenticeships in Sizewell B, they will be paid apprenticeships, and the team is working closely with local schools to encourage school leavers to consider the roles.

Cllr Lock asked when the infrastructure will be removed again, and how long will this take?

Richard Knight commented that the construction will take around 10-12 years over all. 2 years to do the main work. A lot of the accommodation site is flat packed.

Cllr Rainger asked if a plan was being worked on to show how this will impact on the community.

Richard Knight said that a plan is being worked on by the teams.

Cllr Rainger said that the reverse of building the infrastructure will take place. The DCO is not triggered yet. When is the roundabout to start? The community needs to know how many vehicles, what about the local housing, numbers of staff etc. How did the plan work with Hinkley?

Richard Knight said that the forums will assist with answering any questions.

M of P asked about the employment, what is the radius of employees to the site?

Zoe Botton commented that the time for commuting is 60 minutes from the site.

Cllr Beach said that this is not the only project in the area at the moment, there are several other projects.

Cllr Richards said that going forward we can consider the community fund, how it works, and who the PC speaks to about this.

Cllr Richards thanked the Sizewell team for attending.

The Sizewell team left at 7.39pm.

Consideration of Reports by the District Councillors and County Councillor

County Councillor Andrew Reid submitted his apologies, but did circulate a written report.

District Councillor Tom Daly reported that there is to be areas of free festive parking in the local towns. The polling stations are being reviewed; you may comment if you wish to. ESC is saying no to the Gas and Oil companies as tenants in their properties. Funds are available to assist families to keep warm. There is also a flood recovery grant to assist with properties that have been flooded. The AONB has now been renamed Essex and Suffolk National Landscapes.

Cllr Richards thanked Tom Daly for attending.

7.47pm Tom Daly left.

Contributions by Members of the Public

A member of the public commented that the Sea Link consultation is underway, with a separate consultation from Sizewell C. Jobs is a concern, as is the impact of tourism. SEAS continue to campaign. The recent public meeting had 200 people attend. Therese Coffey supports this campaign. If you wish to comment numbers do count.

Cllr Beach said that there has been an email from Sea Link and ideally the PC would like a meeting before 18th December.

M of P wished to bring a car parked in Church Road, whose owner works in the village, to the attention of the PC.

M of P left at 7.50pm.

A M of P asked about the approved site for the affordable housing, why has the village not been consulted. There was a poorly worded leaflet before the Hastoe presentation. In time the rest of the field will be filled with houses. Why were other sites not considered? There should have been more consultation.

Cllr Lock commented that about 4 years ago this idea was discussed and there was a total of 5 other sites considered. This is a specific plan that has been corralled on the field, and it is a rural exception site.

Cllr Beach said that there will be more consultation, and Hastoe are to present the feedback that they have received from the first public session. Hastoe will be willing to answer questions. Anyone in the village can give feedback and this will then in turn go to planning the project.

M of P commented that the flyer was not very well delivered. Cllr Beach pointed out that the leaflets adverting the meeting/ drop in and the purpose had been hand delivered across the village by members of the PC and that the meeting and flyer had been circulated and flagged on the village website and blog weeks before the meeting.

Cllr Beach said that there will be further consultation held before any formal planning application. The site itself was announced at the public meeting.

Cllr Richards commented that any responses will be collected and then answered. There is not a further consultation date as yet, but when it becomes available this will be advertised.

Cllr Lock said that the need for these houses came from a questionnaire that was completed by most of the households in the village.

Cllr Beach said that social housing is part of the village plan.

Cllr Richards said there would be a proper consultation, with all the village comments considered. Is the project the right size?

M of P said it would be helpful to have the next stage of consultation.

Cllr Richards said that he is happy to talk to residents about the housing project.

4 M of P left at 8.13pm.

Meeting opened 8.15pm

MINUTES

8c Co-option of a Councillor

Cllr Richards commented that a request to join the Council had been received from Andrew McDonald, it was agreed by all to co-opt Andrew.

1 Apologies and Approval of Absences

Andrew McDonald

2 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 – allotments.

3 Applications for Dispensation

As above declarations

4 Approval of Minutes of the Previous Meeting on 26 September 2023.

Cllr M Norman proposed that the minutes are a true record of the meeting held on the 26 September 2023, this was seconded by Cllr Beach and agreed by all who attended.

5 Matters arising from the Previous Meeting on 26 September 2023.

5.1 Power Projects/National Grid consultation on Sea Link – Cllr Beach reported that it would be an advantage to have a meeting with Sea Link.

Cllr Richards commented that the PC sent a letter written on behalf of 38 parishes to A Bowie reminding him to meet with all the parishes. There was an odd response, so another follow up letter was sent. There was an indication that a meeting would be considered.

Cllr McKenna commented that it would be a good idea to hear what Sea Link have to say, the PC could set the agenda and questions.

ACTION: To wait for a date from Sea Link for a meeting.

5.2 Traffic Calming – Cllr Norman said that the Parking Enforcement Team had said that Snape was not on their list to enforce the parking restrictions.

Cllr Beach was sure that the Highways Engineer had spoken to the Team.

Cllr Rainger said that parking issues need to be reported on the website/portal. Snape is not shown as a hotspot.

ACTION: Cllr Richards to speak with the Highways Engineer regarding the parking enforcement.

5.3 Bio-diversity and climate change – Cllr Richards said this subject should be placed on the next agenda as an item as it is still ongoing.

ACTION: To place on the next agenda.

5.4 Bus shelter opposite Snape Motor Company – Cllr Farrant reported that Andrew Reid had kindly offered a donation from his locality budget of £500 towards the repairs on the Bus Shelter. This would mean that

£245 would need to be taken from the budget. The paperwork has been received from SCC, and the offer has been agreed.

It was agreed to move forward with the bus shelter repairs.

5.5 Website Accessibility – Cllr D Norman commented that this was regarding security of emails. A new provider has now been approved.

ACTION: To place on the next agenda.

5.6 20's plenty – Cllr McKenna reported that she has signed up for the updates, but there are currently other priorities in Snape.

ACTION: To monitor the 20mph campaign and place on future agendas.

5.7 Dog waste bin – Cllr Farrant reported that the bin is still in place. It was not able to be placed in the chosen location but it is nearby. In the past it was a case of just buying a bin and putting it up, now you have to have an approved site. The ESC are developing a policy regarding waste bins which will be approved early next year.

5.8 Zip Wire – Cllr Norman reported that a Christmas Party is to take place to raise funds for the zip-wire, and other forms of funding are being considered.

Cllr Beach said that the PC needs to consider how much can be contributed from the available funds towards the zip-wire. Some funding is already in place from other sources.

5.9 Safety of fencing near playing field – Cllr Richards commented that this item is ongoing, as he is trying to find someone from Flagship to speak with.

ACTION: To place on the next agenda.

5.10 Pryor Close 'Queens Oak Green' – Cllr Beach commented that there is some support of renaming the green area, but as this belongs to ESC, a response from them is needed.

ACTION: Place on the next agenda.

5.11 Posts on the Village Green – Cllr Beach stated that he had been given a quote to make some no parking signs for the village greens, this would cost £83.

It was agreed by all to move forward with the signs at a cost of £83.

5.12 Allotments – This item is further down the agenda.

5.13 Housing Needs – Cllr Beach said that the consultation for the allocation of the houses close tomorrow. So far there has been 13 registered, with a further 20 registered interests. There have been 13 feedbacks as well. Hastoe will write a formal report to the PC.

Cllr Richards commented that a date in March will be given for another public consultation. This will be well advertised around the village.

6 Planning Applications & Decision Notices.

DC/23/4295/VOC – New England Farm, The Warren, Snape, IP17 1SB

Variation of condition 2 of DC/21/2698/FUL (Jetty and boat shed) – Supplement approved drawings for drawings dated 2nd October 2023: Page 2: Plan as built and Page 4: details.

Cllr Farrant commented that this is just changes to the jetty.

ACTION: Cllr Farrant to submit a response to ESC.

Cllr Farrant informed the PC that Badgers Bank, Spinney and Snape Motors planning applications have all been permitted. Although the planning enforcement will be contacted about the size of the development at Snape Motors.

7. Finance

(a) Review and Authorisation of payment

Cllr Richards noted that there was a payment on the sheet for some Village Green Project work, it was agreed by all that this would not be paid until the money has been received from AONB.

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

The payments were: Clear Councils (insurance premium) - £708.19, SALC (payroll service) - £54.00, Vertas (grounds maintenance) - £396.11, Gary Whiting (grounds maintenance) - £440.00, M Backhouse (Salary for October/November) - £455.70, Community Action Suffolk (Domain name) - £24.00. Total £2078.00.

- (b) Quarterly Accounts/Bank reconciliation
Cllr D Norman proposed that the quarterly accounts and bank reconciliation to the end of September be noted, this was seconded by Cllr McKenna and agreed by all.
- (c) Clerk's salary
Cllr Beach proposed that the Clerk is paid the recommended hourly increase rate, this was seconded by Cllr Farrant and agreed by all.
- (d) Draft Budget
Cllr McKenna reported that the finance group had met to discuss the budget for 2024/25. The group looked at the admin costs and the community. It was agreed to try and put more money for the community groups, which could in turn assist with them obtaining match funding elsewhere. The money that is received from the allotment rental is to be used for maintenance on the allotments. Greensnape is to be given £260 per year, as will the Good Neighbour Scheme. It is important to give each a small amount every year. The income and budget were discussed, with the earmarked funds discussed separately. It was suggested that the PC holds 6 months equivalent precept, and reduce the other earmarked funds to allow an amount of £10,000 next year for important village projects. The projects would need to be carefully considered, as the release in earmarked funds would be a one off.
Cllr Richards said that the decision to release some of the reserves was considered for some time, as the chances of replacing these funds is very small.
Cllr Farrant commented that there is a need for careful expenditure above the normal administration.
It was agreed by all that the PC should support the village groups as there are many volunteers, who without them the various groups would not exist.
Cllr McKenna proposed that the PC accept the draft budget for 2024/25, this was seconded by Cllr Farrant and agreed by all.
- (e) Precept
Cllr D Norman proposed that the PC requests a precept of £13,239.00 as recommended in the approved budget, this was seconded by Cllr Rainger and agreed by all.

8. Parish Council Business

- a) Alde & Ore
Cllr Beach reported that there is no update at the present time.
- b) Friends of Snape Church.
Cllr Lock commented that there are events taking place before Christmas, and the fundraising is going well, with events well supported.
- c) Boardwalk to the Maltings
Cllr Beach commented that one quote had been received to build the boardwalk and all the clearing etc in advance, this was £200,000. There is a lot of interest in this.
ACTION: To place on future agendas.
- d) Snape common Management Plan.
Cllr Richards said that Management Plan has started.
Cllr D Norman said that there has been an article in the Ebb & Flow.
- e) Allotments
Cllr M Norman circulated a draft allotment agreement, this was agreed and adopted by the PC. The PC also considered the redrafted map of the allotments and boundaries with neighbouring properties. It was agreed by all to have a 0.5m gap between private properties and allotments, this would be shown by a couple of posts. It was agreed to keep this 0.5m area clear and also ensure the culverts are kept clear to allow the water to run freely.
ACTION: PC to write to residents where there has been a particular concern to inform them of the decision agreed.
- f) War Memorial
Cllr Richards commented that it is the responsible of the PC to upkeep the war memorial outside the church. The concrete posts around the memorial are beginning to break off. A quote has been received to take away the posts, level the area around the memorial, cover with shingle, this was £765.

ACTION: It was agreed to bring this back to the next PC meeting, as it was felt further discussion was needed about the plans, taking into account how the war memorial was originally designed, therefore photos of that time should be looked at. Cllr Lock also asked that matters of Health and Safety be considered when finalising the plans.

g) Speedwatch

Cllr McKenna said that the Speedwatch team would like a second camera, so that when they are undertaking a session, both ways of the road may be observed at the same time. This would be around £200.

It was agreed by all that the PC should fund the cost of a second speed camera up to £200.

h) Green Verges

Cllr M Norman commented that the pavement from the Maltings to the village needs clearing back, it is not wide enough for people to walk along. Andrew Reid sent an email stating that the Highways team will not be clearing this. Andrew Reid has offered £1200 towards the cost of paying for the highways Team to clear the pavement, this total would be in the region of £1750. The pavement needs clearing right back not just skirting.

Cllr Rainger said that the Highways Maintenance Operational Plan needs to be looked at.

ACTION: Cllr M Norman and Cllr Richards to investigate this issue further.

i) Meeting Dates 2024

The lists of next year's meeting date were circulated and agreed by all.

9. Correspondence

Resident – affordable housing. Cllr Richards reported that the PC are working through the details and will respond to the resident in due course.

CATS – shopping trips. It was agreed that the PC would support this and this would be taken to the next Meet Up Monday to see what the residents thought.

Trial Running Event – this does not enter Snape.

SARS donation – It was agreed to donate £50 to SARS by all. (This would be paid at the same time as the Village Hall, Priory Wood and the Church donation.)

Resident – flooding by the church. It was agreed that this would be reported using the online report tool.

Cllr Farrant said that there are other areas of the village that require drain clearing.

ACTION: Cllr Richards to write an email to the Highways Dept regarding the drain clearing, also copy in Andrew Reid.

Cllr Rainger commented that the Community Partnership has some funding that could be up to £30,000 which may be spent on the Village Hall projects. This could be a large project, but the Village Hall Committee would need to be engaged in this. There is a rolling programme of dates for submission to the fund, the next one is March.

Cllr D Norman reported that the Snape Warren is becoming overgrown again.

ACTION: Cllr Richards to write to the landowner and ask his intention for the area.

Cllr M Norman said that the PC does need to become more accessible, not just by emails and the website.

10. Matters for consideration at the meeting on the 23 January 2024

11. Date of the Next Meeting

23 January 2024 – 7pm.

Meeting Closed – 10.11pm.

Marie Backhouse, Parish Clerk

snapepc.clerk@gmail.com 28 November 2023