Snape Parish Council

Draft minutes of the Council Meeting held on Tuesday

26 November 2019 at 7.00pm at the Village Hall, Snape

**Present:** Cllr Tim Beach (Chair) Cllr Russ Rainger (Vice-Chair), Cllr Charles Farrant, Cllr Paul Richards,

Cllr Helen Stuart and Cllr Charles Manning.

**Attendance**: Marie Backhouse (Parish Clerk), 3 members of the public.

1. **Apologies and Approval of Absences**

Apologies were received from Cllr Georgina Lock, Cllr Bill Hough, Cllr Mike Hill and Cllr Caroline Meffan. Their absences were approved.

1. **Declarations** **of Pecuniary or Non-Pecuniary Interests by Members**

None

1. **Approval of Minutes of the Previous Meeting on 24 September 2019.**

Cllr Manning proposed that the minutes be accepted as a true record, this was seconded by Cllr Rainger and agreed by all.

1. **Matters arising from the Previous Meeting on 24 September 2019.**

Cllr Beach had circulated a briefing note for the matters arising on the 24 September:

Quiet Lanes -Cllr Beach has attended a meeting and this is progressing, there may be some funding available to assist the Parish Council with this; HGV signage – replacement of the sings on the village green at Hulver Lane, the cost of this is £2,500 and Andrew Reid has offered to fund this from his Highway’s budget, we may need to contribute a small amount to this. Cllr Manning proposed that the Parish Council should accept the offer from Andrew Reid and proceed with the signage, this was seconded by Cllr Richards and agreed by all.

Cycling on the river wall – a £500 donation has been received for some signs, one at each end of the footpath. Cllr Stuart proposed that we go ahead with the signs stating no cycling, this was seconded by Cllr Farrant and agreed by all.

Financial assistance for Snape School – no update at the moment.

Dog waste bins – 3 need to be replaced, Cllr Stuart proposed that the Parish Council replace the 3 dog bins, this was seconded by Cllr Richards and agreed by all. Cllr Farrant to organise the purchase of the dog bins.

1. **Reports by the District Councillors and County Councillors**

Andrew Reid gave a brief outline of his report: the proposed third crossing in Lowestoft is now searching for a contractor to undertake the work. Suffolk Road Safety Board is raising the awareness of driving safely for younger drivers. The District Council has a fund that is available to people, Warm Home Fund will provide central heating to homes that do not have any. The Annual Public Health report has been produced.

A report has been sent today from SPR, is Snape making a representation.

Cllr Beach reported that there was a meeting with various PC’s on the 11November 2019. This has produced a joint statement which has been circulated to all the local PC’s with the view to send to the Secretary of State, this needs to be completed by the 6 December 2019.

Andrew Reid commented that there is a meeting on 14 January 2019 between the County Council and the District Council.

Cllr Beach reported that the meeting was well attended with a variety of Parish Councils. The collated response is short and to the point, and reflected the views of all that attended. There was a briefing from 4 people. The PC’s are responding to the report positively.

Cllr Beach commented that he is attending a meeting tomorrow re Quite Lanes, Suffolk to see how this can move forward and progress.

Andrew Reid left at 19.18.

TJ reported that there is a Strategic Planning Meeting to be held on the 9 December. The members of the Committee will be given maps and encouraged to visit the site. Does the PC have any issues with planning applications? If so, please contact TJ.

Cllr Farrant said that there are no planning issues at the moment.

TJ reported that there are some scams at the moment, make sure that you double check all emails, there are also distraction burglaries taking place in the area.

At the Strategic Planning meeting, if you wish to talk as an objector ensure that you register, and you will be given 3 minutes to talk. The timescale of the DCO will be circulated shortly, and individuals may comment to this.

Cllr Rainger said that the PC has had a meeting with National Grid Ventures.

Cllr Beach said a suggestion of using a ring main was put forward, but they were reluctant to answer any questions.

TJ and Jocelyn left at 19.35.

1. **Contributions by Members of the Public**

A member of the public commented that cars are parking on the pavement in Church Road. This means that people are having to walk in the road to pass them.

Cllr Beach advised them to contact the Police if the parking is dangerous.

A member of the public asked if the date has been checked on the defibrillator pads.

Cllr Beach said he would check them. Cllr Rainger proposed that we allow £300 to replace the defibrillator pads if needed, this was seconded by Cllr Farrant and agreed by all.

A member of the public mentioned that the Snooker Hall light was very bright, does it really need to be this bright.

Cllr Beach agreed to talk to the Village Hall Committee regarding the bright light.

The ‘webmaster’ asked if he could be added to the circulation list for agenda and minutes.

It was agreed the ‘webmaster’ could be included.

On the Snape website there is a link to a footpath map of Snape.

Cllr Manning left at 19.55.

1. **Planning Applications & Decision Notices.**

None

1. **Finance**

a) Authorisation of payments up to 26 November 2019, approved and agreed.

T Beach - £44.40, CAS - £20.00, The Clerk - £421.78, G Whiting - £210.00, PKF Littlejohn - £240, Vertas Group Limited - £300.96, Constable VAT consultancy - £218.40, Toby Crisp - £40.00, SALC - £54.00 and Mr John Poll - £200.00 total £1749.54

The authorisation of payments was proposed by Cllr Stuart and seconded by Cllr Rainger and agreed by all.

b) All Councillors reviewed and noted the budget. Cllr Stuart proposed that the precept request

remains the same as last year at £11,250, this was seconded by Cllr Rainger and agreed by all.

c) All Councillors reviewed and noted the cashbook, income and expenditure to 20 Oct 2019.

d) All Councillors review and noted the bank reconciliation to 20 Oct 2019.

1. **Parish Council Business**
2. Annual Parish Meeting 21 April 2020

The date was noted and agreed by all Councillors.

1. Annual General Meeting 26 May 2020

The date was noted and agreed by all Councillors

1. Timetable of meetings 2020-2021.

The timetable was noted and agreed by all Councillors.

1. Co-option of a Councillor

Cllr Beach reported that he had received 2 applications to join the PC. At the moment there is only one vacancy. Cllr Manning will be standing down as a Councillor but will still support the PC until he moves from the village. All Councillors agreed to accept the 2 applicants Maria Norman and Jackie Alfrey.

1. National Grid Ventures

Cllr Beach reported that a meeting had taken place with National Grid Ventures. They will be returning at some point when they have further information. The PC thanked National Grid Ventures for attending.

1. Draft joint statement on the 3 local power projects.

Cllr Beach reported that everyone had seen the proposed letter to the Secretary of State. Does the PC wish to sign this document? Cllr Farrant proposed that the PC signs the document, this was seconded by Cllr Richards and agreed by all.

1. VE & VJ celebrations

Cllr Beach said that there are a group of people who are willing to support the celebrations. A volunteer from the PC to pull the celebrations all together would be beneficial.

1. Access Road

Cllr Beach asked if the PC should pay for towards the upkeep of the access road? Should the village hall committee be contributing to the road?

It was agreed by all that the Village Hall Committee should be approached regarding the maintenance of the access road.

1. Loan agreement with Snape Maltings re the paintings.

Cllr Rainger asked if 25 years is too long, might the PC wish to do anything with them, for example copy them.

Cllr Beach said that the paintings have been at the Snape Maltings for several years.

Cllr Rainger said we need to decide whether to protect them as an asset or as a heritage item.

Cllr Beach said that he understood the agreement meant that the Maltings is looking after the paintings for the PC. We could place pictures of the paintings on the website. We could place a break clause in the agreement if we wished to remove the paintings from the Maltings.

Cllr Richards said that this would give the PC control of the paintings.

Cllr Stuart proposed that we accept the agreement with the Maltings but add in the break clause, this was seconded by Cllr Farrant and agreed by all.

Cllr Richards to talk to Cllr Lock regarding the agreement.

1. Rental payment for Priory Wood.

Cllr Rainger proposed that the Parish Council contributes £200 to the Mr Poll for the rental of Priory Road, this was seconded by Cllr Richards and agreed by all.

1. Snape Community Emergency Plan

Cllr Beach said that 2 years ago there were fliers sent out with information about the Emergency Group, about 3/4 the group met and it was felt that another flier should be distributed.

Cllr Stuart proposed that the PC should spend up to £250 for printing of fliers, this was seconded by Cllr Richards and agreed by all.

1. **Correspondence**
* **A member of the public**

Cllr Richards reported that there have been problems for traffic leaving the Glebes and joining the Church Road.

Cllr Beach suggested that he contacts the SNT to inform them of the situation.

Cllr Richards said that the wider traffic plan will consider the problems as well.

* **A member of the public**

Cllr Beach said that a member of the public had contacted the PC regarding the play area on Pryor Close. This had been reported to East Suffolk Norse and we were awaiting a response.

Clerk to chase Norse for a response.

* **A member of the public**

Cllr Beach said that a member of the public had contacted the PC regarding a large crack that has appeared in the Snape Bridge. This has been forwarded to the Highways department, who have sent out inspectors and they confirm that the bridge is safe but are going to monitor the situation.

* **A member of the public**

Cllr Beach read out a letter from a member of the public concerning the area of common land on Priory Road. It is requesting the reinstatement of the mountain bike jumps. Currently these jumps are covered by brambles, would a group of volunteers assist with the clearing of the site.

It was agreed that Cllr Stuart should communicate with Greensnape to see if they would be willing to assist with this.

Cllr Rainger said that CAS has a link to some employers who may be able to help with projects like this.

* **Bus Timetable**

Cllr Beach said that an email had been sent to Andrew Reid concerning the bus changes to First Buses. Currently you have to change buses in Rendlesham if you wish to go to Woodbridge. There has been no response from First Buses.

* **Tunstall Parish Council**

Cllr Beach reported that a letter had been received from Tunstall PC regarding the HGV traffic from Bentwaters to the A12.

It was agreed that Cllr Richards and Cllr Farrant would write a letter of support to Tunstall PC.

The Boundary Review – Cllr Richards commented that there had been some suggestions that the District Council boundary’s may be moving. There will be an independent review of this potential change which will enable people to comment on the proposal.

1. **For consideration at the meeting on 28 January 2020**
2. Clerks wages.

 **8 Dates of the Next Meeting**

28 January 2020

25 February 2020 (Urgent items only)

24 March 2020

Meeting Closed – 21.07

Marie Backhouse, Parish Clerk

snapepc.clerk@gmail.com

28 November 2019