

**MINUTES OF THE YOXFORD PARISH COUNCIL MEETING
HELD ON THURSDAY 3rd FEBRUARY 2022 AT 7:00 PM AT YOXFORD VILLAGE HALL**

1. Attendance and Apologies

Attendees:

Cllr. Russell Pearce - Chair
Cllr. Paul Ashton - Vice-Chair
Cllr. Ian Shaw
Cllr. Sarah Barrett
Cllr. John Sutherell
Cllr. David Tower
Cllr. David Childs
Cllr. Laura Greenberg
Cllr. Stephen Siddall

Apologies for absence:

Cllr. Nicol McCallum – written and accepted
District Cllr. Stephen Burroughes

In attendance:

Sharon Smith - Clerk/RFO
County Cllr. Richard Smith
3 members of the public

The Council noted the resignation of Cllr. Kara Cowie.

ACTION: Clerk to notify the District Council to initiate the process of filling the vacancy.

2. Councillors' Declarations of Interest

Cllr. Russell Pearce declared an interest in item 5a.

3. Public Forum

a) Two members of the public spoke to the Council about the planning application to erect four tourist accommodations lodges at Sibton Park. The residents informed the Council of a previous application for four lodges which was submitted under a different address in the adjoining parish of Sibton. This application was permitted and the lodges are under construction. The Council was unaware of this application as it was not a statutory consultee and these lodges are not shown on the location plan for the current application. The residents said they spoke to the applicant's agent who assured them that the current application is the limit to the proposed plans but the residents would like this to be confirmed in writing. The residents had concerns that no evidence has been submitted to demonstrate demand for the tourist lodges, nor was the master landscaping plan submitted, nor evidence for ecological gain, all of which are required by planning policies. The residents also had concerns about the location of one lodge which will be sited close to their property and asked for the Council's support to move this lodge further west.

The Council considered planning application DC/21/5750/FUL - erection of 4 tourist accommodation lodges and associated development - Land At Green Farm, Sibton Road. The Council noted that the proposed development is outside the settlement boundaries for both Sibton and Yoxford and therefore it is in the open countryside for planning purposes. The Council accepted that the application for well-designed tourist accommodation would contribute to sustainable business in the countryside and therefore it is likely to be permitted under the Local Plan. However, the Council noted that the application makes no reference to the already permitted four lodges at Sibton Park. The application mentions the overarching landscape masterplan for Sibton Park but it is not included in the plans and it is presumed that this masterplan has no planning status and is internal to the applicant. The Council had concerns about development applications which are submitted in a piecemeal manner leading to creeping development in the countryside. The Council agreed with the residents' concerns about the location of Lodge A which it considers is too close to their property as it would be visually intrusive. The Council would support an alternative location further to the west on the other side of the field dividing ditch. Cllr. Stephen Siddall proposed that the Council submits a holding objection to the proposed development due to these concerns. Seconded by Cllr. Paul Ashton. All in favour.

ACTION: Cllr. Stephen Siddall to draft a response and circulate for comments.

b) County Cllr. Richard Smith congratulated Cllr. Russell Pearce for his well-considered comments about the Yoxman statue in the press. Cllr. Smith said that the County Council's budget for next financial year continues to make its way through the process and the final decision will be taken in two weeks. Cllr.

Smith reported that the government has offered Suffolk a new County Deal and it is only one of nine areas across the country to be given this opportunity. No details are available yet as there are many months of negotiations with the government ahead. The Leader of the Council has confirmed that Suffolk will not have a mayor. Cllr. Smith said the deal may offer opportunities for closer cooperation with different sectors in the county leading to ways of working together better. Cllr. Smith concluded his report by giving a COVID update. Infection rates are decreasing with the majority of cases being school children who often have mild symptoms.

4. Meeting Minutes

It was proposed by Cllr. David Tower, seconded by Cllr. John Sutherell, and agreed that the minutes of the meeting held on 6th January 2022 be approved. All in favour.

5. Planning

a) Cllr. Stephen Siddall proposed that the Council supports planning application DC/21/5542/FUL - linking of two existing outbuildings and conversion to an holiday unit - York's Tenement, Station Road. Seconded by Cllr. Paul Ashton. All in favour with the exception of Cllr. Russell Pearce who had declared an interest and therefore took no part in the discussion or the vote.

b) Cllr. Paul Ashton reported that he and Cllr. Stephen Siddall have arranged to meet residents of Cullcott Close prior to speaking at the Planning Committee meeting which will determine planning application DC/21/3894/OUT.

6. Parish Matters

a) Cllr. Russell Pearce updated the Council on provisions for teenagers. He has ordered the materials for the foundations of the shelter at Yoxwood. The floor of the shelter will be raised above ground level in case of flooding. Cllr. Pearce suggested that the teenagers could be involved with building the frame of the shelter once the foundations are in. The Clerk reported that she and Cllr. Nicol McCallum met with the Project Director of CYDS. They toured the village and identified sites where flyers about the proposed youth club could be distributed to young people. The Project Director recommended that two consultation events are held, one at the weekend and one on a weekday evening, to ascertain if there is any demand for a youth club. The next step is to choose dates for the consultation event and inform the Project Director who will create a flyer.

b) Cllr. Stephen Siddall reported that he and Cllr. John Sutherell walked the boundary of the play area at Meadowlands and confirmed the title plan supplied by Flagship. The next step is for the Council to review the schedule of costs to maintain the play area and to formally agree the commuted sum. The Council will then formally approve the transfer and move to completion.

c) The Clerk referred to the previously circulated quotations to print and frame the Garden of Suffolk map. After due consideration, the Council accepted the quotation for £81 plus VAT from Leiston Press to print the map on aluminium dibond and accepted the quotation for £600 plus VAT from JT Pegg and Sons Ltd to construct a galvanised steel frame. The Council agreed to site only one map at this time and to consider further locations at a later date.

d) The Clerk informed the Council that the County Council 'Connected Communities' initiative provides an on-call local bus service. It was agreed to advertise this service via the noticeboards and the Yoxford Yapper and to inform the volunteers who run the Meet Up Tuesday Group as they may wish to organise group outings and to assist residents to book the on-call service.

e) The Council considered future projects for the parish:

i) Cllr. Sarah Barrett asked for a children's entertainer for the Queen's Platinum Jubilee party. Cllr. Russell Pearce said a group of residents are keen to organise a street party in the centre of the village. The Churchyard and the Griffin Inn carpark were suggested as venues for a bring-your-own picnic. It was

agreed to set aside a budget of £1,000 to support this event.

ACTION: Cllr. Russell Pearce and Cllr. David Tower to progress plans with volunteers.

ii) The Clerk suggested another Speed Indicator Device could be purchased.

ACTION: Clerk to obtain prices and report back.

iii) Cllr. Paul Ashton said that a contractor, such as East Suffolk Norse, could be employed to clear pavements and verges, clear leaves and debris with a road sweeper, and clean road signs.

ACTION: Cllr. Sarah Barrett agreed to contact Norse and private firms for costs.

iv) Cllr. Paul Ashton suggested that further bulbs could be planted in the Churchyard and around the village. It was agreed to set aside a budget of £200 for this.

v) Cllr. Sarah Barrett said that the condition of the boarding around the MUGA at the Village Hall was poor and either needs to be replaced or repainted.

vi) Cllr. Russell Pearce said that two picnic benches are required to place around the boules pitch.

vii) Cllr. David Tower said that many residents walk around the village for exercise and suggested that benches could be sited in various places to enable them to rest. Various sites were put forward. The Clerk said the ESC Community Partnership may provide funding for Talking Benches.

ACTION: Clerk to apply for three benches.

viii) Cllr. Laura Greenberg suggested children's play equipment or adult exercise equipment could be sited on the land around the Village Hall.

ix) Cllr. Sarah Barrett asked for an update on the electric vehicle charging point for the Village Hall.

ACTION: Clerk to follow up.

It was agreed to add Future Projects as a standing agenda item for the next few months.

7. Councillors' Reports

a) Yoxwood – Cllr. David Childs reported that the silver birch trees to commemorate the Queen's Platinum Jubilee have been planted. The group has also undertaken hedge laying.

b) Energy projects – Cllr. John Sutherell said that he and Cllr. Paul Ashton will attend the meeting at Snape Maltings with Declan Burke, Director of Nuclear Projects and Development at the Department for Business, Energy and Industrial Strategy. Cllr. Sutherell informed the Council that EDF has submitted a planning application for permission to conduct soil and ground anchor trials to ascertain if the site can be stabilised during the deep excavations to construct Sizewell C.

c) Hedge cutting – Cllr. Paul Ashton agreed to draft a letter to property owners whose hedges overhang narrow pavements to ask them to cut them back hard before the growing season begins.

ACTION: Cllr. Paul Ashton to identify properties and draft a letter. Cllr. Russell Pearce to try to confirm if National Grid are responsible for an overgrown hedge on Brook Street.

d) Traffic calming – Cllr. Paul Ashton reminded the Council that he previously applied for Highways permission to move the pole for the Speed Indicator Device to the opposite side of the B1122 which would allow the device to be used in both directions effectively. Cllr. Ashton has reviewed this request and noted that at this location cars are already past the houses and nearer to the railway crossing before they see the Speed Indicator Device. Therefore, he has revised the request to ask that the current post stays in its location and asked for permission to mount the device on the post that supports the electronic level crossing warning sign. There it would be facing traffic entering the village close to where the 30 mph limit starts. The County Council may refuse the request due to the proximity of the 30 mph limit and the device will be mounted on a pole that carries electricity. However, as the voltage is low and supplied by a solar panel, it may be permitted.

e) Church – Cllr. John Sutherell said that Sing Out Yoxford will rehearse, and put on concerts, in the Church. Cllr. Sutherell said an article will be placed in the Yoxmere Fisherman informing readers that the Church is available for everyone in the community.

f) Police – Cllr. John Sutherell said two violence/sexual offences were reported in Oakwood Park in December 2021 and a new Police Commander had been appointed for the Halesworth locality. The Council considered whether a Neighbourhood Watch Scheme in the area would help to reduce consistent reports of crime. Cllr. Sutherell suggested the scheme could be part of a wider project to bring residents together to monitor the area and to report any issues or concerns to the Council. Cllr. Russell Pearce said that Neighbourhood Watch Schemes require a lot of work and effort for little benefit. Cllr. Ian Shaw said it would be helpful if a resident from the area applied for the Councillor vacancy in order to represent the community alongside Cllr. David Childs.

g) Cemetery – the Clerk reported that she purchased coloured flags to mark-up plots for the gravedigger instead of the usual practice of a jam jar on a bamboo stick to reduce the risk of broken glass in the cemetery. The Clerk asked the Work Party volunteers to empty the contents of the redundant brown bin into the green bin and to dispose of the brown bin. She said there was also a black bin near the gate which may also require removal to prevent the entrance to the cemetery becoming cluttered.

ACTION: Cllr. Russell Pearce to inspect bins.

h) Treebilee – Cllr. Russell Pearce agreed to collect the free oak tree from the District Council's office in Melton provided he could claim mileage expenses.

i) Work Party – the Council arranged a work party for the weekend to spread the final layer of gravel on the boules pitch and to cut back some trees around the Village Hall.

j) Neighbourhood Plan – Cllr. John Sutherell said he, Cllr. Paul Ashton and Cllr. Stephen Siddall held an initial meeting to consider the way forward. Given the size of the parish and how complex neighbourhood plans can become, they decided to take a minimalist approach to the bureaucracy to get the maximum value from the project while achieving economy of effort. It was agreed that the process of engaging with the community will be helpful. Cllr. Sutherell said he had spoken to three residents who may volunteer to help.

8. Finance

a) The Council noted the latest financial position, attached as Appendix I, including receipts of £500 for cemetery fees. The Clerk informed the Council that HSBC has a new schedule of charges for Community accounts and her efforts to find another bank offering free services was not successful. Cllr. Laura Greenberg said Suffolk Building Society may offer a free account. The bank charges this month were £14.00

ACTION: Clerk to contact Suffolk Building Society.

b) The Council noted the bank reconciliation for Quarter 3 2021-2022.

c) It was proposed by Cllr. Paul Ashton, seconded by Cllr. John Sutherell, to authorise the following payments. All in favour.

Details	Payee	Amount	Power
Clerk's Salary	Sharon Smith	£439.03	LGA 1972 s.112
Water Charges	Wave	£48.28	OSA 1936 s.10
Quarterly Contribution	Yoxford Village Hall	£240.50	LGA 1972 s.19
Teenagers' Shelter Materials	Russell Pearce	£378.45	LGA 1972 s.137

9. Administration

- a) The Council adopted Model Standing Orders.
- b) The Council conducted the annual review of the Model Financial Regulations.

10. Correspondence

The Council reviewed the correspondence received between 31st December 2021 to 27th January 2022.

11. Questions to the Chair/Items for the Next Agenda

Cllr. Stephen Siddall asked for an update about the Griffin Inn.

ACTION: Cllr. Russell Pearce to follow up.

12. Next Meeting

The Council confirmed the date and time of the next meeting of the Council which is scheduled for Thursday 3rd March 2022 at 7:00 pm at the Village Hall.

The meeting closed at 9:10 pm.

Appendix I - Financial Position

Bank Balances

HSBC Community Account as at 7 January 2022	£39,577.03
N S & I Investment Account as at 1 January 2021	£11,042.80
United Trust Bank Business Bond as at 31 July 2021	£7,364.89
United Trust Bank Business Bond as at 19 December 2020	£5,420.50
	<u>£63,405.22</u>

Earmarked Reserves

SMH Play Area	£1,170.85
Mulberry Park	£5,000.00
Village Hall Refurbishment Project (allocated CIL)	£5,624.79
Community Infrastructure Levy (unallocated)	£22,623.62
SCC Locality Budget Grant – Garden of Suffolk Map	£150.00
	<u>£34,569.26</u>

Bank Balances less Reserves

£28,835.96

Income – January 2022

NS&I - Interest	£1.10
Plot Reservation – Parsons	£200.00
Interment of Ashes - Gibbs	£70.00
Interment - Thompson	£150.00
Dr Lynch – Share of Water Charges	£24.14
	<u>£445.24</u>

Payments – February 2022

Sharon Smith - Clerk's Salary	£439.03
Village Hall – Transfer of Reclaimed VAT	£533.35
Village Hall – Transfer of Phoenix Grant	£228.00
Village Hall – Quarterly Contribution	£240.50
Wave – Water Charges	£48.28
HSBC – Bank Charges	£14.00
Russell Pearce – Teenagers' Shelter	£378.45
	<u>£1,881.61</u>