

**MINUTES OF THE YOXFORD PARISH COUNCIL MEETING  
HELD ON THURSDAY 9<sup>th</sup> JUNE 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. John Sutherell  
Cllr. David Tower  
Cllr. David Childs  
Cllr. Nicoll McCallum  
Cllr. Stephen Siddall  
Cllr. Laura Greenberg  
Cllr. Sarah Barrett  
Cllr. Janet Gardner

**Apologies for absence:**

None

**In attendance:**

Sharon Smith - Clerk/RFO  
County Cllr. Richard Smith  
District Cllr. Stephen Burroughes  
No members of the public

**2. Councillors' Declarations of Interest**

Cllr. Stephen Siddall declared an interest in item 7b.

**3. Public Forum**

a) County Cllr. Richard Smith said that the decision on Sizewell C was moving closer and if the DCO is granted it will be necessary for all communities to consider the compensation they require. Cllr. Smith said workloads for Councils will increase. The Clerk reported that EDF said there would be no funding for an increase in the Clerk's hours and, if necessary, the precept would need to be increased or an application made to the Sizewell C Community Fund. Cllr. Smith agreed to speak to a specialist from the County Council about this. Cllr. Smith said a Final Investment Decision will take a few months after the DCO decision and there is a good chance there will be judicial reviews but this requires first a judge to rule that there are reasonable grounds. Cllr. John Sutherell said that Tom McGarry, Head of Regional External Affairs and Development for Sizewell C, expects the Final Investment Decision to be early next year. In response to a question from Cllr. Paul Ashton about whether Yoxford will move into North Suffolk as a result of the Boundary Review, Cllr. Smith replied that the consultation has closed but no decision has been taken yet.

b) District Cllr. Stephen Burroughes said he aligns his commentary about Sizewell C with County Cllr. Richard Smith. He said there is a need to produce cheap electricity but Hinkley Point C is £7bn over budget. Cllr. Burroughes mentioned the great success of the Queen's Platinum Jubilee and summarised his previously circulated monthly report, highlights of which included the roll-out of free wi-fi in twelve market towns, the local beaches awards, the successful environmental programme where Councils were managing green areas, adopting verges and planting free Jubilee trees, and the ongoing Gullwing Bridge project in Lowestoft. County Cllr. Richard Smith said the Gullwing project was on budget and on target for opening next year. Cllr. Burroughes said he is standing down from the District Council next year due to the high workload.

**4. Meeting Minutes**

a) It was proposed by Cllr. Nicol McCallum, seconded by Cllr. Ian Shaw, and agreed that the minutes of the Annual Parish Meeting held on 5<sup>th</sup> May 2022 be approved. All in favour.

b) It was proposed by Cllr. David Tower, seconded by Cllr. John Sutherell, and agreed that the minutes of the Annual Meeting held on 5<sup>th</sup> May 2022 be approved. All in favour.

**5. Progress Reports**

- a) Yoxwood – Cllr. David Childs reported that the postponed music event has been rescheduled for 6<sup>th</sup> August. The Village Hall has been booked as a wet weather alternative venue.
- b) Energy Projects – Cllr. Paul Ashton reported that he submitted a response to the Secretary of State, which broadly agreed with Stop Sizewell C's submission, but focussed on the mitigations necessary for Yoxford, particularly the transport impacts during the early years. Cllr. John Sutherell said the decision on the DCO is expected on 8<sup>th</sup> July and it was important to stay engaged with EDF. The Council agreed to ask EDF and SCC Highways to attend a site visit to the A12 to discuss traffic mitigation with a group of Councillors.  
**ACTION: Clerk to arrange a meeting with EDF and SCC Highways.**
- c) Traffic Calming – Cllr. Paul Ashton reported that the new Speed Indicator Device is in place on the A12. The new poles are scheduled to be fitted by the end of July 2022 at an estimated cost of £550.
- d) Work Party – Cllr. Ian Shaw reported that he painted the Garden of Suffolk map frame and he has leftover black hammerite paint in stock.  
**ACTION: Cllr. Ian Shaw to submit an invoice for paint.**
- e) Teenagers' Shelter – Cllr. Russell Pearce said he was busy refurbishing the Village Hall and work on the shelter would be his next project.
- f) Church – Cllr. John Sutherell thanked everyone who helped with the Queen's Platinum Jubilee celebrations. The concert, church service and flower festival were well attended and £1,326 was raised.
- g) Police – Cllr. John Sutherell said no crimes were reported in the parish in April 2022. The Council decided not to attend the Policing Sizewell C meeting to be held in Leiston.

## **6. Parish Matters**

- a) The Council considered three quotations to purchase two basketball units for installation at the Village Hall MUGA and accepted the quote from Suffolk Coastal Norse for £2,750 excluding VAT. The Council also agreed to apply for funding for the basketball units from the ESC Outdoor Playing Space Fund which holds £7,325.17 in its sports pot for Yoxford. Cllr. Laura Greenberg asked for a booking system to be considered to control access to the courts.  
**ACTION: Clerk to progress.**
- b) The Council noted the damaged village sign which was knocked over by an HGV and agreed to submit an insurance claim to cover the repair cost. During a discussion of the incident with County Cllr. Richard Smith and District Cllr. Stephen Burroughes, the Council reported that they believed SCC Highways were to blame as its traffic management system was insufficient to prevent HGVs from entering the road closure where Highways contractors were working. The HGV reversed into Old High Road to turn around and hit the village sign. Cllr. Russell Pearce said the Highways Community Liaison Engineer provided a link where a claim could be made if Highways were liable for the damage but compensation would only be provided if evidence showed that Highways had been negligent in the inspection, maintenance or repair of the highway. District Cllr. Stephen Burroughes offered to help with the repair costs from his Enabling Communities Budget if the insurance claim was unsuccessful. Cllr. Nicoll McCallum said that the Highways Operational Manager should have arranged to speak to the Council to explain what happened as he must be aware of the facts but all that has been done is to direct us to a standard form which is unsuitable. Cllr. Ian Shaw said he had concerns about the failure of Highways to admit responsibility and liability. County Cllr. Richard Smith agreed that there is circumstantial evidence but that is not an admission of liability.  
**ACTION: Clerk to submit an insurance claim.**
- c) The Council arranged a separate meeting to discuss the strategic aims for the parish.

## **7. Planning**

a) Cllr. Stephen Siddall proposed that the Council supports planning application DC/22/1987/FUL - garage conversion and side extension - 6 Meadowlands Close. Seconded by Cllr. Russell Pearce. All in favour.

b) Cllr. Russell Pearce proposed that the Council supports planning application DC/22/1866/LBC - Listed Building Consent - remedial repair works to remedy structural defects and replacement of window on rear elevation and replacement of door with window on rear elevation. Removal of external garden walls (late 20th century construction) - Grove Park Cottage, Strickland Manor Hill. Seconded by Cllr. Ian Shaw. All in favour with the exception of Cllr. Stephen Siddall who had declared an interest and took no part in the voting.

**ACTION: Clerk to inform the ESC planning department.**

c) The Council noted that planning application DC/21/4006/OUT for the erection of up to 110 residential dwellings at land south of Darsham station was still awaiting a decision by the planning department. County Cllr. Richard Smith said there was no update at the last Darsham Parish Council meeting.

**ACTION: Clerk to ask the ESC planning department for an update.**

d) With regard to refused planning application DC/22/3894/OUT at Cullcott Close, District Cllr. Stephen Burroughes has received answers to the questions he put to the ESC legal team which he will forward to Cllr. Stephen Siddall and discuss.

## 8. Annual Accounts/Annual Governance Accountability Return (AGAR)

Cllr. Russell Pearce proposed that the Council approves the following documents. Seconded by Cllr. Paul Ashton. All in favour.

- the Annual Accounts for the financial year 2021-2022.
- the bank reconciliation for the financial year 2021-2022.
- the Annual Governance Statement (Section 1) of the AGAR.
- the Accounting Statements (Section 2) of the AGAR.
- the Community Infrastructure Levy report for the financial year 2021-2022.
- the analysis of the Significant Variances from the previous financial year.
- the period for the exercise of public rights from 13<sup>th</sup> June to 22<sup>nd</sup> July 2022.

## 9. Finance

a) The Council noted the latest financial position, including receipts.

b) The Council agreed to use £2,950 of Community Infrastructure Levy receipts to fund the new Speed Indicator Device.

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

Details	Payee	Amount	Power
Clerk's Salary	Sharon Smith	£612.30	LGA 1972 s.112
Clerk's PAYE	HMRC	£24.20	LGA 1972 s.112
Clerk's Expenses	Sharon Smith	£83.83	LGA 1972 s.111
Queen's Jubilee Events Booklet	Leiston Press	£136.00	LGA 1972 s.137
Queen's Jubilee Party Supplies	Sharon Smith	£616.39	LGA 1972 s.137
Bank Charges (April and May)	HSBC	£28.50	LGA 1972 s.111
Speed Indicator Device	Westcotec Ltd	£3,540.00	LG and Rating Act 1997 s.30
Meet Up Tuesday Group Grant	Sheena Tower	£300.00	LGA 1972 s.137
Grass Cutting	RSC Landscapes Ltd	£810.00	OSA 1906 s.10

## 10. Correspondence

The Council reviewed the correspondence received from 29<sup>th</sup> April 2022 to 3<sup>rd</sup> June 2022

#### **11. Next Meeting**

The Council confirmed the date and time of the next meeting of the Council which is scheduled for Thursday 7<sup>th</sup> July 2022 at 7:00 pm.

The meeting closed at 8:45 pm.

## Appendix I - Financial Position

### Bank Balances

HSBC Community Account as at 6 May 2022	£44,983.53
N S & I Investment Account as at 1 January 2022	£11,043.90
United Trust Bank Business Bond as at 31 July 2021	£7,364.89
United Trust Bank Business Bond as at 19 December 2021	£5,420.50
	<u>£68,812.82</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	£69.00
Queen’s Platinum Jubilee	£670.00
Youth Club	£4,180.00
	<u>£39,338.26</u>

### Bank Balances less Reserves

**£29,474.55**

### Income – May 2022

Birketts – Refund of Legal Fees	<b>£954.00</b>
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### Payments – June 2022

Sharon Smith - Clerk’s Salary	£612.30
HM Revenue and Customs – Clerk’s PAYE	£24.20
Sharon Smith - Clerk’s Expenses	£83.83
Leiston Press – Queen’s Jubilee Event Booklet	£136.00
Sharon Smith – Queen’s Jubilee Party Supplies	£616.39
HSBC – Bank Charges	£28.50
Westcotec Ltd	£3,540.00
Sheena Tower – MUTS Grant Contribution	£300.00
RSC Landscapes – Grass Cutting	£810.00
	<u>£6,151.22</u>

### Net Balance

**£24,277.33**