

## Swilland and Winesham grouped Parish Council

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### Parish Council Meeting

Wednesday 18<sup>th</sup> November at 7.30pm at Winesham Village Hall

#### MINUTES

1. Chairman welcomed everyone to the meeting. In attendance: Mrs Shaw, Mr Stanley, Dr Nicol, Mr Lightfoot, Mr Hindle, Mr Wilks, Mrs Camp, Mr Templeman, Mr Everett, Mr Rush, Mr Laughlin, Mr Darell-Brown.

2. Mr Stanley registered an interest in allotments as he owns one.

3. Apologies from Mrs Pace

4. Minutes from previous meeting were approved; however Mr Hindle wanted to confirm that he hadn't been the tree officer previously.

5. **County Councillor report** - Councillor Whiting gave Councillor Bellfield's apologies. Councillor Bellfield will be returning and will deal with SCC matters. There is a meeting on 30<sup>th</sup> November regarding speeding on B1078 with SCC Highways and Mathew Hicks County Councillor for Ashbocking and hopefully Councillor Bellfield will attend but Councillor Whiting will confirm. He also reported that GCSE results this year were higher than the national average and that he had been responsible for the traffic lights on A1214 Tesco roundabout at Kesgrave turned off as an experiment which has made a difference to traffic flow.

6. **District Council report** - Councillor Whiting stated that the debate concerning devolution is ongoing. There has been a call by the District for short term Traveller sites. SCDC budget meeting was held this week and Mr Rush had attended this. Councillor Whiting confirmed that Ipswich had agreed to accept 200 Syrian refugees as part of the national requirement. He also confirmed that the SHLAA consultation exercise will run until 30<sup>th</sup> November which lists those sites in the area which are seen as potential development sites for the District. Councillor Whiting also mentioned the planning application considered recently for The Button which is a small dwelling attached to The Moon and Mushroom Inn which it is proposed to be separated from the main Pub which he advised he would support. Application deadline for Capital Grants Scheme is 4<sup>th</sup> December contact Helen Johnson on [Helen.Johnson@eastsoffolk.gov.uk](mailto:Helen.Johnson@eastsoffolk.gov.uk) or follow the guidance online for match funding towards the play area and Village Hall improvement costs. Councillor Whiting also confirmed there is still some funding left in the enabling budget.

7. **Finance** - Current Account balance as at 4<sup>th</sup> November is £14,573.25  
Building Society balance is £7,980.62

8. **Payments.** Proposed by Dr Nicol and seconded by Mr Hindle.

There has been an issue with a fallen tree in Hall Lane allotment area which has cost £60 to remove the fallen bough and it was agreed that this should be paid. Mr Rush confirmed estimate received for additional tree works amounted to £650.

**Action: Mr Darell-Brown to contact tree specialist to obtain advice on what additional tree works might be necessary particularly to an Ash tree where the bough had fallen from and a Willow and report back to the Council of any further work is necessary.**

The repair of the fence that the tree fell into would be in the region of £300-£400 and it was agreed by all that the residents should claim through theirs and/or the PC's Insurance.

**Action: Mr Rush to inform the residents of this decision and pass on our insurance details.**

9. **Footpaths** – Gates have been installed on footpath in Swilland near Newton Hall.

10. **Planning** – Two meetings recently.

Applications supported for Moat Farm, Swilland barn conversion; Speed Style, Ashbocking, a change to configuration of parking bays in front of garage and opening hours; Witnesham Nursing home, slight reconfiguration of internal layout and extra staff accommodation; The Button, Swilland; Car Port, Swilland, this had already been constructed and retrospective permission was sought.

SHLAA - Preferred Site Allocations document has been sent to Parish Council Planning Committee who have broadly discussed sites that are being proposed by the District Planning Authority as suitable for modest housing development. These include the Land Opposite the Primary School of High Road and a Brown field Site at Street Farm. The land near the Primary School it was felt needs reconfiguring to include the whole site to enable a cul-de-sac style development. The Developer of the site North of Elm Cottage has asked for ideas for a name, Chestnut Rise or Elm Copse being a couple of suggestions and Mr Hindle to discuss with developer. Mr Darell-Brown asked about the consultation regarding building sites. Mr Hindle is concerned about housing allocation locally and nationally. It was discussed as to whether a Parish Plan was needed. Mr Hindle, Dr Nicol and Mr Darell-Brown were in favour of this but Mr Wilks questioned what purpose it would have when we already have a framework to work within. Mr Hindle felt that current process was land owner led. Mr Lightfoot and Mr Wilks felt that a Parish Plan would take a lot of time and costs a lot of money to prepare.

**Action: Planning Committee to look at how to take Parish Plan issue forward. In the first instance to look at examples from other Parishes of similar size to see what is involved and the benefits which would need to involve the whole village and could be raised at the APM.**

11. Police report confirms there have been 5 crimes locally in recent months all over the same period with thefts from cars and garages.

**Action: Clerk to circulate Police Report and put on website**

12. **Highways** – Pot holes mentioned at the last meeting have been attended to in Hall and Wash Lanes. Mr Everett reported that there was a SAVID meeting at the end of October. A document is being put together concerning further speed watch devices - Mr Rush mentioned the Acre close surfacing and expressed concern that so much resource had been put into this which had been completely unannounced and there are much worse areas that should have taken priority. He had contacted Highways who had advised that the work had been planned two years previously and was as a result long overdue and was in the planned maintenance programme. Mr Rush had asked Councillor Whiting to report back the Parish Councils concern that repairs of areas continue to be neglected and Mr Wilks suggested that it would be good to see what the County's Highways plans were. Mr Rush confirmed that the leak across the foot path from the Kennels on the corner of Church Lane had at long last been repaired. Mr Everett advised that the drain repair on the B1077 (Mr Stennett) still hasn't had the work done but he would keep pressing for a time table.

**Action: Mr Everett to ask for copy of Highways Plan**

13. **Playing field Management Committee** - Mr Stanley has been on a course regarding inspections of play equipment. He reported that play areas must be inspected in their entirety on a regular basis in addition to the annual external inspection. There is no liability for the person(s) doing the inspection. Mr Stanley agreed to check both sites weekly in the summer months and fortnightly in the winter. The gate on the school play area does not shut properly. Mr Rush confirmed that work needs to be done on the school play area, namely replacement of floor tiles under the slide and possibly repairs to climbing area. The equipment has been in place for 15 years and Mr Hindle wondered whether we should be more ambitious and look to expand the area as it is a well used area. Mr Rush confirmed 3 quotes had been obtained for repairs which now needed consideration outside of any longer term plans to expand the area which would need to be a separate project.

**Action: Mr Rush to ask Mrs Pace if she would help Mr Stanley by checking the school area as she lives nearby.**

**Action: Repair to school play area gate.**

**Action: Finance Committee to look at grant application and funding for repairs**

14. **Recreation Area** – New seat has been installed and area continues to be popular.

15. **Village Hall** – Report from Mr Elmy read out by Mrs Shaw confirming that 3 quotes for electrical improvements to heating had been obtained and urged Parish Council to put money aside to assist with funding. Mr Rush confirmed that money is put aside each year and that contributions have been made toward the car park and the electrical works previously and were likely to budget further funding next year again. Mr Rush also suggested that the guttering around the village hall appears to be full of leaves and may cause problems later on with blocked drains unless they are cleared. It was suggested that a business plan needs to be submitted to the Parish Council by the Village Hall management committee to cover some of the works necessary in the coming years which would help when budget setting. Mr Rush would provide Mr Elmy with the contacts for all the Grant sources mentioned by Councillor Whiting.

16. **Trees** – Hall Lane allotment tree issue as above

17. **Allotments** – Number 5 is currently vacant and needs to be advertised in ‘In Touch’ magazine. It was agreed to keep the rent at the current rate. Proposed by Mrs Camp and seconded by Mr Hindle.

18. **Community Group** – Mrs Camp outlined the following events were planned; Music Festival on 28<sup>th</sup> November and the funds raised will go toward Prostate Cancer. In June next year the Barley Mow will be holding a celebration event for the Queen’s 90th birthday. Flower Show 9<sup>th</sup> June 2016.

9. **AOB** – A resident is keeping livestock in a small rear garden which is causing concerns from local residents. A neighbour has complained to the Parish Council and the District Environmental Health have been involved and are contacting the household in question. Mr Templeman who keeps pigs on his farm suggested that a holding permit might be required which Clerk would check.

Dates for next year’s meetings confirmed

**Action: Clerk to email out dates to all.**

SWgPC/PC/06/15

Mr Templeman was concerned that there was polystyrene in the road from the site North of Elm Cottage due to the high winds recently. Mr Hindle had also seen this and had asked contractors to clear this away. Mrs Shaw also concerned that road workers signs left at various sites throughout the village.

**Action: Mr Hindle to remind contractors to remove debris from roadside again**

**Action: Mr Everett to ask Highways to retrieve signs and items left behind by contractors.**

Meeting closed at 9.10pm