

MARLESFORD PARISH COUNCIL

Draft Minutes of the Marlesford Parish Council, Annual General Meeting, held on Friday 28th May 2021, 7.00pm, in Marlesford Community Centre.

Present:– Lord Marlesford, Cllr Roger Waterfall, Cllr Richard Cooper, Cllr Diana Howard, Cllr Lesley Bensley, Cllr Sam Catling & Cllr Heather McConville

In Attendance: The Clerk.

1. ELECTION OF CHAIRMAN & VICE-CHAIRMAN

Lord Marlesford is happy to continue as Chairman for one last year, proposed Cllr Howard, seconded Cllr McConville.

Cllr Waterfall is happy to continue as Vice-Chairman, proposed Lord Marlesford, seconded Cllr Catling.

Declaration of Acceptance to Office forms signed.

2. APOLOGIES FOR ABSENCE. SCC Cllr Stephen Burroughes.

3. DECLARATION OF INTERESTS. None.

4. ELECTION OF REPRESENTATIVES to represent the Parish Council.

SALC - Cllr Bensley

Planning - Cllr Waterfall

Firs Bowling Green - Cllr Waterfall

Website - Cllr Howard

Footpaths & Access - Cllr Catling

Highways (local roads) - Cllr Howard.

Sizewell – Cllr Richard Cooper supported by Lord Marlesford.

A12 - Cllr Richard Cooper supported by Lord Marlesford.

Finance/Internal Audit - Cllr McConville

Environmental Dimension of all other Policies – Cllr Catling

The above representatives were agreed by all, proposed by Lord Marlesford seconded Cllr Howard.

6. MINUTES OF MEETING HELD ON 26 March 2021 - To consider the approval

Cllr Cooper would like to question whether as a Parish Council, it has followed a proper procedure, regarding Quiet Lanes. The flyer that was sent round stated that “Following a public consultation, Marlesford Parish Council support Suffolk County Council's proposals to designate certain roads as Quiet Lanes”. However the following needs to be made clearer; Minute 4 b. states Cllr Waterfall informed that 6 single tracked, unclassified roads have been put forward as Quiet Lanes, a leaflet advising the village of this has been distributed to all households. It is apparent that the village does not want more signs/notices along the road side. However signs will be fitted to existing posts and SCC will be funding this. The Chairman thanked Cllr Waterfall for progressing the quiet lanes proposal so far and hopes that Keepers Lane will also be included”. This minute does not define the routes that are being proposed and leaves open the wish that Keeper’s Lane should be included – in the consultation, it is not. Neither does it suggest that the Parish Council supported any particular proposal. Rather, it appears that at the time of the last meeting the process was ongoing. The Chairman asked the Clerk to amend the minutes as follows;

The Parish Council agrees Quiet Lanes in principle.

The minutes were then approved correct by the Council and signed by the Chairman, proposed Cllr Waterfall seconded Cllr Cooper.

7. MATTERS ARISING FROM THE MINUTES.

a. B-17 Solar Farm, Old Airfield, Parham. Cllr Waterfall informed that a meeting had taken place with Low Carbon, Parham, Gt Glemham & Marlesford and there is not much chance of stopping the proposed Solar Farm. Therefore the site must be kept to the control tower side or away from Buttons Lane.

The Parish Council has sent a letter to the developers criticising the application which has never been very clear of its proposals, negotiations are in progress. Low Carbon plan to give £50,000 to the 3 parishes. This will be a one off payment for community benefit, ideally for green projects.

Chairmans initials

8. FINANCE a. Statement of Accounts. Bank balances as at 28th May 2021, Barclays Community Account £9,619.50, Business Premium Account £839.57. The statement of accounts was signed by Cllr McConville.

b. Report from the Internal Auditors, Heelis & Lodge & Invoice.

The Clerk explained the 3 recommendations to the Parish Council and these will be addressed in future which includes 1. Standing Orders to be reviewed. 2. Clerk to use the bank balance as at the 31st March for the reconciliation. 3. Notice of period for the exercise of public rights has been mistakenly missed off the website when documents were being updated for website accessibility.

The fee to Heelis & Lodge for carrying out the internal audit, £58.00. Approved for payment, proposed Cllr Waterfall seconded Cllr Bensley.

c. Approval of End of Year Accounts 2020 – 2021

The Annual Governance was read out and approved by the Parish Council, proposed Cllr Catling, seconded Cllr McConville, signed by the Chairman and the Clerk.

The Accounting Statement was approved by all and the significant variances over 15% were explained by the Clerk. Proposed Cllr Catling seconded Cllr McConville, signed by the Chairman & the Clerk.

The Clerk to ensure that the bus shelter is included on the asset register and that all assets are adequately covered on the insurance policy.

d. Audit Exception Certificate. As the Parish Council expenditure did not exceed £25,000 then it can be exempt from an external audit. It was agreed by all, that the Parish Council is happy that the accounts have been prepared effectively and that no substantial grants have been received. Therefore the Certificate of Exemption will be sent to the external auditors PKF Littlejohn. Proposed Cllr Bensley seconded Cllr McConville, signed by the Chairman & the Clerk.

All of the end of year documents will be placed on the website, including the Public Rights Notification poster advertising the end of year accounts.

e. Renewal of Parish Council Insurance – Invoice to pay. It was agreed by all to renew the insurance policy with Community Action Suffolk. £122.87 for a 3 year rate stability agreement.

f. SALC. Renewal of subscriptions £145.20. 6 month payroll service £22.80.

g. Clerks Expenses. £18.90.

All the above payments were approved, proposed Cllr Catling seconded Cllr Howard.

9. TO RECEIVE REPORTS FROM DISTRICT & COUNTY COUNCILLORS.

The report from ESC Cllr Poulter will be forward to all.

10. SIZEWELL C - TO INCLUDE FOUR VILLAGE BYPASS (SEGway) & PROPOSALS FOR PARK AND RIDE AT WICKHAM MARKET.

Cllr Richard Cooper reported that Scottish Power (Friston) DCO Examination is drawing to a close. He has made several representations regarding the unsuitability of the A12 through Marlesford for Abnormal Indivisible Loads (AILs). If Felixstowe is used as the port of entry for the transformers, Marlesford Bridge will be strengthened with a temporary bridge deck which will be assembled on private land.

Sizewell C Examination has started and the first Open Floor Hearings were held in mid-May. He has recently spoken on behalf of the Parish and will be making a written statement.

He will accompany the Inspectors on their site visits to the route of the Two Village Bypass and to the Southern Park and Ride site.

Issue Specific Hearings will be held during July and he will speak at those that are relevant in order to cover Two/Four Village Bypass, A12 mitigation and Southern Park and Ride.

He explained the A12 mitigation measures for the village. Originally worked up by himself, Cllr Waterfall and Suffolk County Council Highways, the proposals were put to EDF and they have now come back with draft plans (distributed at the meeting). They primarily cover a reduction in speed limit from 40mph to 30mph through the village, improved footpaths and two pedestrian crossings, one of which (closest to Marlesford Bridge) is proposed to be signalised, provided that there is sufficient room for utilities to serve it.

Comments on the proposals to be given to Cllr Cooper by Sunday 6th June.

The Chairman informed that a good letter of support for a 4 village bypass has been received from Tim Passmore the Police & Crime Commissioner. He will send a copy to the Minister of Transport .

Chairmans initials

11. SCOTTISH POWER NORTH SEA WIND FARMS.

Cllr Waterfall advised that there is not much more to add other than if a landing ramp were to be installed at Sizewell, this would solve the problem of the large transformers having to come by road, along the A12.

12. SUFFOLK COUNTY COUNCIL – REVIEW OF BOUNDARIES.

Proposed boundary changes have been received from SCC, which suggests that Marlesford, Little Glemham & Campsea Ashe will be taken away from the Framlingham/Wickham Market division and included in the Saxmundham & District division. The Parish Council does not support this move, ESC Cllrs Carol Poulter and Dan Poulter have strongly challenged that Marlesford should remain in the Wickham/Framlingham division, they have sent letters to the Boundary Commission stating why this should be. The Parish Council to send a letter also stating that Marlesford wants to remain the same, agreed by all, proposed Cllr Bensley seconded Cllr Waterfall. Cllr Cooper will draft a letter on behalf of the PC.

Cllr McConville left the meeting at 8.40pm

13. REPORTS FROM PARISH REPRESENTATIVES

SALC – Cllr Bensley nothing to report.

Planning – DC/21/1884/FUL, Meadow Cottage, Low Road, Marlesford, Cllr Waterfall informed that he has advised the district council that the Parish Council objects to the planning application on the grounds that UPVC windows and door is not appropriate in a conservation area.

Firs Bowling Green – Cllr Waterfall informed that the Parish Council application to become the Trustees of the bowling green is in progress. He has also obtained the original documents and the 2006 cheque book. The PC to become the Freeholder of the land and will need to decide what to do with the land at a later date. The Chairman thanked Cllr Waterfall for all his work now that it is all finally tied together.

Footpaths & Access – Cllr Catlings reported that all footpaths have been cut apart from Holly Lane, he is trying to get in contact with SCC to advise them that it needs cutting. The Chairman would like to pass on thanks to Cllr Catlings son for cutting the footpaths.

Highways - Cllr Howard nothing to report.

Environmental Dimension of all other Policies – Cllr Catling reported that the fly tipping at the clay pits has been cleared. Last year 4500 incidents of fly tipping were reported in Suffolk and the district council is to clamp down on it. It is illegal to fly tip and anyone doing so will face prosecution.

14. CORRESPONDENCE. a. Accident at The Ford Marlesford – to consider a warning sign.

A village resident has written to the PC expressing concern at the recent accident which happened at the Ford involving a cyclist. The cyclist was lying in the water for some considerable time. Would the PC consider erecting a strap sign at the ford advising cyclists to dismount and cross the ford using the bridge?

Cllr Cooper informed that the culvert at the ford had been blocked at the time of the accident, causing a lot of algae on the road surface which had made it extra slippery. The culvert does need rodding from time to time and he is happy to do this. He does not feel that signage is needed as people know that a ford has a slippery surface. The recent accident had involved cyclists from the club Cycle UK, they had been through the ford many times before.

15. ANY OTHER BUSINESS.

a. Community Café. Cllr Waterfall informed that in the past the Parish Council has financially supported this. As they have not met recently a request for a donation has not been received, but may be likely later in the year.

16. DATE OF NEXT PARISH COUNCIL MEETING.

Friday 27th August 2021, 7.00pm.

Meeting ended at 9.05pm

Signed (Chairman) Date