

Coddenham

Parish Council



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CODDENHAM PARISH COUNCIL MEETING

Minutes

23 July 2019

Present: Cllr Burton (Chair) (DB) ,Cllr Fowler (Vice Chair) (AF), Cllr Burgess (IB) Cllr Darell-Brown (AD-B), Cllr Fawdry (JF), Cllr Groom (RG), Cllr Hardy (CH), Cllr Macdonald (CM), Cllr Mitchell (LM), Cllr Peacock (JP) and Cllr Scoresby (NS)

In attendance: Carol Bailey (Locum Clerk), Cllr M Hicks (County Cllr), Cllr J Whitehead (District Cllr) and 19 members of the public

36. To receive apologies for absence: There were none.

37. To receive any Declarations of Interest or Delegated Dispensation decisions or to approve such dispensation requests as needed: Cllr Burton declared a Personal Interest in Item 12 Planning Application DC/19/02919 2 Lime Kilns as he is a near neighbour, all Cllrs declared an interest in Item 20 Northern Ipswich Bypass and the majority of Cllrs declared an interest in Item 7 concerning the Village Shop. As these interests were over 50% of the Council dispensations were not required.

At this point of the meeting the Chair moved forward from the agenda Items 20, followed by Items 7 and 11 in order the public should not have to remain to the end of the meeting.

The Chair also noted that Item 18 on the agenda was, in fact, a duplicate of agenda Item 17.

38. To consider details received regarding the Northern Ipswich Bypass including meeting held on 19 July: The Chair requested that Cllr Matthew Hicks, Suffolk County Councillor, update the meeting on the background. Cllr Hicks said the consultation was not just SCC's but all Councils in Suffolk. The Leader Councils had been asked to investigate a strategic outline business case and the consultation on the Ipswich Northern Bypass Route was to decide whether to move forward with the project or walk away. Funding was in place for this and a decision was required as soon as possible. Should the consultation indicate that people would like the project to move ahead with one of the chosen routes then a strategic business case would be written.

The Chair read out a letter from the Local MP, Dan Poulter, stating his opposition to the project as he had a number of serious concerns. The Chair also read out a number of emails received from residents, the majority of whom were opposed to the project and providing their concerns. One email, whilst opposing the outer route, was in favour of the inner route.

The Chair then invited members of the public to speak. A number of people at the meeting spoke all indicating their opposition and concerns. Concerns included:

- Destruction of agricultural land around the village

- All villages in the MSDC district will suffer if the project goes ahead
- Citing the amount of time the Orwell Bridge and the A14 had been closed for (27 hours in 6 years) was merely a red herring
- It appeared that the Ipswich Northern Route Bypass could well be just for the benefit of Suffolk Coastal area in order for traffic to head straight to Sizewell C and the coast.

Members of the public also felt there had not been enough notice of the Parish Council meeting to allow more people to attend. The Chair informed the meeting that the Council had had very little notice and it had only just been possible to put the item on the agenda. Other comments included asking if the Council could have a separate meeting to discuss the project and the possibility of a door drop in the village. One member of the public was concerned at why MSDC had not sent something out to all residents. The Council was requested to put the consultation website address on to their website and in the minutes and this was agreed. The website address is: www.ipswichnorthernroute.org.uk

The Chair then invited Cllrs to speak and there comments were as follows:

- Cllr Darell-Brown (ADB) stated there was nothing positive
- Cllr Scoresby (NS) had a mixture of views largely negative. He did feel the improvement of infrastructure was positive. He also noted that it was necessary to consider the whole proposal and not just Coddendam. He felt there was a balanced view to be had
- Cllr Peacock (JP) endorsed the comments made by Cllr Scoresby (NS) and felt that Coddendam was on the worst route on environmental grounds
- Cllr Hardy (CH) was totally opposed to the project on environmental grounds and reminded the meeting that the UK 'had 10 years to make changes' to stop climate change. He said that even though there was a dire need for something to be done around Ipswich it did not have to be with cars and lorries but could be environmentally friendly to reduce carbon emissions. He stated he was not totally opposed to change but just to the project that had been put forward.
- Cllr Fawdry (JF) informed the meeting that she believed the planning application for Sizewell C had been lodged
- Cllr Fowler (AF) told the meeting that this was the platform to express views and advised members of the public to ensure they completed the consultation on line. Coddendam Parish Council will not influence the decision but each and every member of the public would

The Chair put the following question to Council:

Do you want to make comments as a Parish Council and the answer was unanimously Yes. It was agreed that the 4 Cllrs of the Highways Working Group (HWG) would put together the Councils response to the consultation ensuring it was with the Clerk by the end of August. Cllr Scoresby (NS) requested that he also be involved in the Working Group and this was agreed.

The Chair then asked Council if they wished to join the Stop the Bypass campaign. Cllr Scoresby (NS) felt it was not possible for the Council to join as, until the Working Group had put together a response, it had not formed an opinion. The Chair then requested the question be brought back to the September meeting of the Council.

39. To consider any matters as arising from the Minutes: Elaine Thomas from the Village Shop was in attendance and updated the Council on the current position. £30,000 had been raised so far

with approximately £5,000 left to raise. Interviews for a new manager been successful and a candidate chosen. It was hoped the shop would re-open in mid-September. Elaine Thomas passed her thanks on to everyone for their support.

The Chair asked Council if they wished to express their support which was unanimously agreed and a letter of support would be produced and sent. The Chair also stated that once the subscriptions had finished if the group were still short of their target to apply to the Parish Council for a grant. If an application was received it would be possible to discuss a grant at the September meeting.

At this point Cllr Darell-Brown left the meeting.

40. To receive a report on the future of the Community and Sports Centre: The Chair requested Andrew MacPherson to update the meeting. He reported that the transfer from the Council to the CIO was well advanced but also reported his concerns over the administration of the Centre in the past. His concerns were over records and security and he said that there were still a good deal of loose ends that needed tying up before the transfer at the deadline of 30 September 2019.

Cllr Peacock reported that the legal side was underway and that the land survey would take place on Friday 26 July 2019. He said the architects had been very helpful with a number of issues. There were ongoing issues with the client base as, under GDPR, without clients authority, it was not possible to pass over their details to the CIO. It was also necessary to pin down a good deal of documentation including such things as the cinema and alcohol licences. Utilities also needed to be sorted out as well as the accounts. Unfortunately it appeared that records were proving difficult to find. Cllr Peacock (JP) had boxes of records at home but they were erratic and some irrelevant but he would continue searching through them. The Chairman offered his help which was duly accepted. Cllr Peacock (JP) also stated that he needed to identify the main client base which he would do with records of the last two years from the Council's SCRIBE system. The Clerk would provide these reports to Cllr Peacock (JP). No-one appeared to know what had happened to the filing cabinet that had been in storeroom of the Community Hall.

41. To consider comments from Residents of the Parish on current agenda items: There were none.

42. To receive a report from the County Councillor: Cllr Matthew Hicks introduced himself to the meeting. The Council were in receipt of his report and it was duly noted. The report would be posted to the Council's website.

43. To receive reports from the District Councillors: Cllr John Whitehead introduced himself to the meeting and handed his report out to Cllrs. The report was duly noted and would be posted to the Council's website.

44. To receive and confirm the Minutes of the Annual Parish Council Meeting held on 21 May 2019 and the Council Meeting held on 27 June 2019: The acceptance of both sets of Minutes was duly proposed, seconded and voted on unanimously.

45. To confirm the appointment of Locum Clerk and Responsible Finance Officer: The appointment of Carol Bailey was duly confirmed and she was welcomed to the Council by Cllrs and members of the public.

46. To receive an update from the External Auditors: The Clerk reported that she had been in touch with the external auditors and that the Council had not fulfilled its obligations with regard to the Notice of Public Rights for inspection of the accounts. This had not been posted to the Council's website but she had now done this and it had been necessary to change the dates for the inspection of accounts. She requested that the new notice now be posted on the village noticeboard and Council agreed to do this. The Clerk explained to Council that due to the problems with this the

auditors would be giving the Council a 'qualified' set of accounts but all this would mean was that they would be unable to apply for Quality Council status for three years.

47. To decide on an appropriate format and frequency for financial reporting to members: The Clerk had provided Cllrs with various reports from the SCRIBE accounting system. The Chair stated that the accounts were currently not up to date but the Clerk would ensure they would be by the end of September. Cllrs requested that they be supplied with a report on finances at every meeting and the Clerk said this would not be an onerous task and could be instigated easily.

48. To consider Planning Applications and to note Planning Decisions, including those received after publication of the agenda.

Planning applications received:

DC/19/02919 2 Lime Kilns Needham Road Coddenham IP6 9UB

Erection of single-storey rear extension. New mon-pitch catslide roof and alterations to two-storey extension. Removal of garage. Erection of a new detached home-office studio-guest accommodation building. Use of land to create vehicular access.

Cllr Peacock stated this was outside the scope of the Council and also that a Listed Building Consent had also been lodged for this application. Cllrs had no comments to make regarding this application.

49. To approve Schedule of Payments for July 2019 including:

Approval of float of £400 for stall holders and miscellaneous expenses for September Fete

Cllr Fowler was concerned over a payment on the schedule and requested this item be moved to be held in camera. This was duly seconded and voting was unanimous.

The approval of a float was proposed, duly seconded and voting was 9 for and 1 against.

50. To receive an update on accounts and quarterly VAT report:

The Clerk had supplied Cllrs with all appropriate reports from the SCRIBE accounting system. VAT had been made up to the end of June and the Clerk had corrected previous errors made although these would not show until the second quarter report. The Clerk stated that the bulk of her report on financial matters would be dealt with in the confidential section of the meeting.

51. To receive the Clerks report and make decisions on any correspondence as required

The Clerk reported correspondence received as follows:

- A letter from SSE the Council's electricity supplier indicating that the contract due for renewal on 1 December 2018 had not been renewed so they had moved the Council to a variable rate. The Clerk informed Council this was likely to be more expensive and asked if they would like her to look at different suppliers and options. This was proposed, duly seconded and voted on unanimously.
- An email from SALC regarding Village of the Year but it was noted that the deadline of 21 July 2019 had passed.
- An email from Community Oil Buying with regard to purchasing oil
- An email regarding nominations for the Suffolk Community Awards but it was noted that the deadline of 21 July 2019 had passed.
- A poster from the Surgery requesting details of the Flu Clinic be advertised

52. To consider and resolve any issues with the list of Dog & Litter Bins as received from MSDC

It was noted that the Litter Bin in front of the Village Shop, bin No CODDN005, was no longer in situ. The Clerk said she would inform MSDC and ask them to remove it from the list along with its removal from the emptying schedule.

Cllr Mitchell (LM) requested if it would be possible to have a new dog bin at Lime Kilns at the end of the footpath near where she lives. The Clerk was requested to ascertain prices for the bin and the associated emptying. This would be an item on the agenda for the September meeting.

Cllr Hardy (CH) asked if it was possible to obtain any more Dog Poo Fairy posters as they had appeared to catch public attention more than any others. He had been told they could be provided at a cost of £25 from MSDC. It was proposed and duly seconded that this could be spent by Cllr Hardy (CH). Voting was 7 for 1 against and 2 abstentions. The Clerk agreed she would contact MSDC and see if she could obtain any further supply before this money was spent.

Cllr Burgess (IB) asked if it would be possible to have a new bin for Tetrapaks as they now could not go in the recycling so people were sending them with normal refuse for landfill. The Clerk said she would contact MSDC to see if this was a possibility.

53. To receive a report from Cllr Peacock regarding previous Planning Application made for The Duke's Head

Cllr Peacock (JP) reported this application had still not been determined. MSDC Enforcement had issued a S215 Notice of Untidy Site and had written to the owners regarding this on 30 April but to date nothing had changed. MSDC Enforcement were now in the process of serving a formal notice on the owners which could result in prosecution in the Magistrates Court.

54. To consider the letter and correspondence received from West Suffolk – “Green Suffolk”

The Council noted that the consultation on the county's Green Access Strategy had been launched and would run from 8 July 2019 to Friday 20 September 2019. Communities are being encouraged to have their say at www.suffolk.gov.uk/rowip

55. To consider items for discussion from Minutes of 27 June 2019 – Land ownership at the Bridge, Finance and the September/October Newsletter

Councillors stated the hedge at the Bridge on the B1078 was far too high and made visibility of the Right of Way sign and round the bend in the road very difficult. The Clerk was requested to contact Suffolk CC regarding this.

Cllr Scoresby (NS) stated there were also visibility problems with the reinforced section of Lower Road opposite the wall. The Clerk would also contact Suffolk CC regarding this – Cllr Scoresby (NS) stated he would provide the Clerk with the exact details.

The subject of Finance had been covered.

Cllr Hardy (CH) stated there was a good deal to go in the September/October newsletter including the Village Shop, the Community Centre transfer, the Northern Ipswich Bypass Route and the Fete. It was agreed that he would not set a deadline at this time but would bring the item back to the September meeting where it would be an item on the agenda.

56. To receive questions from Councillors and agenda items for the next meeting

Cllr Macdonald (CM) spoke about the recent Charity Bike Ride that took place through the night and passed through the village. It was requested if there could be more consideration for residents when passing through the villages in the early hours and to not pass through with radios blaring out etc. Cllr Macdonald (CM) had contacted the organisers but they had not responded. It suggested that possibly if a number of Parish Councils got together a letter could be sent from them.

Cllr Hardy (CH) said that the HiiT group that used the Community Centre had asked if it was possible next year to not cut down the wildflowers outside the hall. The Parish Council would request this.

Cllr Fowler (AF) mentioned that the report from the Internal Auditor had queried the area of General Data Protection Regulations (GDPR) and that the Parish Council did not have a policy. The Clerk said she was aware of this and would look to writing a policy for the Council as soon as practicably possible.

57. To agree list of meetings to May 2020

It was reported that due to some Council Meetings having been changed to Tuesdays some regular hirers of the Hall were having their bookings cancelled. The Council therefore agreed to return to holding all future meetings on Thursday evenings. The Clerk was requested to change the List of Meetings and forward to all Councillors.

58. To confirm the date of the next meeting

The date of the next meeting was confirmed as Thursday 19 September at 7:30pm.

59. Confidential Item – In pursuance of Section 2 of the Public Bodies (Admission to Meetings) Act 1960 the Press and Public shall be excluded for the next item(s) of business on the grounds that it is likely to be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

60. To receive a report from the Clerk

The Clerk provided all Councillors with a copy of her report minutes of which shall be kept confidential along with the subsequent minutes.

Councillors approved all items on the Schedule of Payments except one item which shall be minuted confidentially.

There being no other business the Chairman closed the meeting at 9:55pm.