

**MINUTES OF THE MEETING OF
YOXFORD PARISH COUNCIL**

held on

June 1st 2023

**at 8:00pm (following the public APM)
at Yoxford Village Hall**

1. Attendance and apologies

Attendees:

Cllr. David Childs
Cllr. Janet Gardner
Cllr. Laura Greenberg
Cllr. Ian Paterson
Cllr. Russell Pearce
Cllr. Deborah Thompson
Cllr. David Tower

Apologies for absence:

Cllr. Nicol McCallum
Cllr. Anna Noakes
Cllr. Jason Vincent
Cllr. Hazel Wheeler
County Cllr. Richard Smith – present for the APM but written and accepted for this meeting.

In attendance:

District Cllr. Julia Ewart
Trudy Charles - Clerk/RFO
12 members of the public

2. To receive declarations of interest and to consider requests for dispensations

None

3. Public Forum

- a) No member of the public wished to address the Council on any agenda item.
- b) To receive a report from County Cllr. Richard Smith. Cllr. Russell Pearce summarised his earlier conversation with County Cllr. Richard Smith in which both agreed that minor road repairs around the village were a priority. This included the repair of manhole cover on the High Street, which had been reported (without success) by a local business owner to the Highways Department via the online reporting tool on the SCC website, who then contacted the Clerk to ask for the Parish Council's help.

ACTION: Clerk to inform local resident of this information and keep them updated.

- c) To receive a report from District Cllr. Julia Ewart. District Cllr. Ewart presented a summary of the written report already circulated to Council. She is now Vice Chair and/or a member of a number of Council Committees including Planning, Health, Environment and Transport. She shared that a funding stream, which the Parish Council may be able to benefit from, has too tight a deadline at the end of June and so she would be requesting an extension of this and then update Council via the Clerk. District Cllr. Ewart also summarised her wish that children and young people in the ward be provided access to the Festival of Light and that she is exploring how this offer can be delivered. Cllr. Pearce suggested she make contact with Stuart Watson of The Cyds Project who may be able to contribute.

ACTION: Clerk to provide District Cllr. Ewart with Stuart Watson's email address.

4. Minutes

- a) It was proposed by Cllr. David Childs and seconded by Cllr. Ian Patterson to approve as accurate, the minutes of the Annual meeting held on 11th May 2023. All other Councillors voted in favour.
- b) Matters arising from the meeting. The Clerk summarised progress on the actions of last month's meeting:
- i. Cllrs. Patterson and Tower are booked into Councillors Basic Training with SALC. Cllr. Noakes and McCallum are due to consider this once further dates are provided.
 - ii. All Councillors have been asked to consider Council areas of responsibility in readiness for firm commitments at July's meeting.
 - iii. Clerk to liaise with Paul Ashton regarding the 20mph speed limit proposal to gather an update.

- iv. Clerk to liaise with John Sutherell regarding the plans of Townland Trust for the regeneration of Mulberry Park.
- v. Cllr. Laura Greenberg and Clerk's work is ongoing to improve Council's communications with local residents. It was noted that the first two PC Monthly Newsletters had been distributed and had received some positive early feedback.
- vi. The Clerk has been in touch with RSC Landscapes to inform them that the quotation for the 2023-24 season had been accepted but that Council would be offering next year's contract to tender.
- vii. In Cllr. Nicol McCallum's absence, and on his behalf, the Clerk shared that he had had a first meeting with staff members at Yoxford Cricket Club and this had gone well. Staff are collaborating to consider ways of managing increased traffic on the Old High Road. Cllr. McCallum will update in greater detail at July's meeting.
- viii. The Clerk submitted Council's decisions regarding planning applications via ESC's portal.

5. Councillors' and Clerk's Reports

- a) Yoxwood: the annual report was noted by Council. Cllr. David Childs shared that maintenance was ongoing to ensure that the area would be ready for the Music event on Saturday, June 3rd.
- b) Church: the annual report was noted.
- c) Police: Clerk shared that there had been a number of noteworthy incidents recently which had been forwarded to Council. This included a fatal traffic accident at Blythburgh.
- d) ESC Community Partnership: Council is aware that it needs to appoint a representative for this committee.
- e) Cemetery: the Clerk reported that an interment had taken place in May with one due this month.
- f) Work Party: Cllr. Pearce shared that preparations continue of 'Bowling Club Corner' to enable the siting of the picnic bench.

6. Strategic Objectives 2023-2024

- a) To consider any information for communicating (Priority 2.1): this was discussed briefly in relation to timings of the distribution of The Yapper. The Clerk shared that Council communications would be available in both electronic and paper format. Paper copies will be left at various places around the village for collecting/reading.

7 Parish Matters

- a) To consider contents of the email from Yoxford History Group. Council discussed and agreed that displaying exhibits would be a widely beneficial thing for all. Council noted the group's frustrations with the prolonged time for information being uploaded to the website and accepted that the former Cllr. Paul Ashton could not now be expected to continue with these duties. Cllr. Dave Tower offered to take on the role of website manager which was accepted and he was thanked by his colleagues.

ACTION: Clerk to liaise with the History Group regarding collection of options/prices for display cases. These will then be submitted to Council for its consideration.

ACTION: Clerk to contact Paul Ashton to inform him of the changes to management of the website and request a handover with Cllr. Tower.

- b) To consider the email request from local resident to buy and install a bench to commemorate the King's coronation: this was discussed. It was proposed by Cllr. Patterson and seconded by Cllr. Pearce that, as there are a lot of benches around the village, another one was not required. However, a plaque, commemorating the King's recent Coronation would be a fitting gesture and could be fixed to the new bench at Bowling Club Corner. All were in favour.

ACTION: Cllr. David Childs to buy a plaque.

ACTION: Cllr. Pearce to fit the plaque when he sites the bench.

ACTION: Clerk to update the resident who proposed the initial idea.

- c) To consider the email from resident regarding damage to boundary fence with Meadowlands Play Area: this matter was discussed. Cllr. Childs offered to inspect the area and report back to Council.

ACTION: Cllr. David Childs to visit location, inspect the damage and report back to Council.

- d) To approve the annual inspection of the village children's play area at £90 plus VAT: Total £108: this was discussed. Cllr. Greenberg proposed that Council approves the work, Cllr. Patterson seconded. All were in favour.

ACTION: Clerk to contact David Bracey to request that the inspection to take place.

8. Planning

- a) Planning reference: DC/23/1727/FUL Demolition of existing outbuilding and erection of new commercial unit at Coal Yard, High Street, Yoxford, Saxmundham, Suffolk IP17 3HP: this was discussed. Cllr Pearce proposed approval. Cllr. Greenberg seconded. All were in favour.

- b) Planning reference: DC/23/1658/FUL Addition of solar panels to west-facing roof slope at The Moorings, High Street, Yoxford, Saxmundham, Suffolk IP17 3HP: this was discussed. Cllr. Tower proposed approval. Cllr. Patterson seconded. All were in favour.

- c) Council agreed to bring forward from Correspondence (Point 11), the consideration of Planning reference: DC/23/1864/FUL Installation of floodlights to allow for the lighting of the 'Yoxman' statue at Cockfield Hall Station Road Yoxford, Saxmundham Suffolk IP17 3ET: a detailed discussion was held, which covered a number of concerns and observations: lighting may cause a potentially hazardous distraction for passing traffic; no consideration or plans were evident for wildlife or biodiversity; any lighting may cause a nuisance for residents living close or opposite to the statue and light pollution is something that the Council felt was necessary to discourage in order to preserve the value of natural darkness of the sky. Cllr. Patterson proposed that Council object to this application. Cllr. Deborah Thompson seconded the proposal. All voted in favour of the proposal to object to the application.

ACTION: Clerk to submit the Council's viewpoints for all three planning applications via 'Consultee Comments' on the ESC Planning Portal.

9. Administration

None

10. Finance

- a) The Council noted the latest financial positions.
- b) The Council approved payment of the Clerk's salary on the last day of each month. This was proposed by Cllr. Pearce and seconded by Cllr. Greenberg.
- c) The payments listed below were approved. Cllr. Pearce proposed this and Cllr. Tower seconded.

Details	Payee	Amount	Power
Clerk's Salary May	Trudy Charles	£532.13	LGA 1972 s.112
Clerk's Expenses: printer ink	Trudy Charles	£39.09	LGA 1972 s.111
Clerk's Expenses May (mileage 12.2 @ 45p per mile)	Trudy Charles	£5.49	LGA 1972 s. 174
Bank Charges	Unity Trust	£17.80	LGA 1972 s.111

11. Correspondence

To review correspondence received from 6th to 23rd May 2023 and to take action as appropriate.

- a) Council discussed a resident's email in which the schedule of the speed cameras/monitors was requested. It was agreed that as a duty of the former councillor, Paul Ashton, this should now be taken on by a serving member. Cllr. Tower offered to do this. Colleagues accepted and thanked him for this offer.

ACTION: Clerk to contact Paul Ashton to arrange handover of equipment and training to Cllr. Tower.

12. Questions to the Chair

- a) It was raised that the pedestrian footpaths are overgrown and close to impassable, at the opening of, and at various points along the 'Five Fields' walk. Cllr. Pearce offered to contact the Cockfield Hall Estate.

ACTION: Cllr. Pearce to contact Matt Bostock at Cockfield Hall to request the footpaths are cleared.

13. Items for the next Agenda

None offered.

14. Next Meeting

- a) It was confirmed that the date and time of the next meeting of the Parish Council is Thursday 6th July 2023 at 7:00 pm.

Meeting closed at 9.15pm

Trudy Charles
Parish Clerk
2nd June 2023

Draft

Correspondence – May 6th to 23rd 2023

Sending Organisation	Date(s) received	Details	Date forwarded to PC
Suffolk Association of Local Councils	15/16/1705	E-Bulletins (incl. training)	various
	23/05/23	Area Forum Notification	23/05/23
Suffolk County Council	18/05/23	Suffolk Climate Change Partnership: Greenprint Forum event re Community Gardens 22/06/23	19/05/23
East Suffolk Council:			
	14/05/23	Planning updates: DC/21/5451/FUL	15/04/23
	17/05/23	Planning update: Granting of DC/23/0295/FUL	
	17/05/23	Notification & Agenda of full DC meeting on 24/05/23	17/05/23
		Planning updates:	
	19/05/23	Email from Strategic Waste Team re new contract with ESSL	20/05/23
Suffolk Constabulary:			
	15/05/23	Police Connect: absconder from Hollesley Bay	16/05/23
	15/05/23	Suffolk Police support UN Global Road Safety Week	16/05/23
	15/05/23	Police Connect: Operation Sceptre 15-21/05	16/05/23
	16/05/23	Police Connect: theft from Badingham	16/05/23
	19/05/23	Police Connect: theft from a garage in Saxmundham	20/05/23
Other organisations:			
East Suffolk Lines Community Rail Partnership	13/05/23	Email re increasing/improving links with stakeholders. Requesting contact.	13/05/23
Local resident	23/05/23	Email re bench to mark the King's Commemoration	23/05/23
Local resident	23/05/23	Email re. damage to boundary fence with Meadowlands play area	23/05/23
Local business owner	01/06/23	Email re. damaged and noisy manhole cover on High Street, causing nuisance.	01/06/23

Parish Council Financial Position – June 2023

Income Unity Trust Current Account – April & May 2023

Cemetery Plot Reservation Fee	200.00
Cemetery Interment Fee	150.00
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	£350.00

Income Unity Trust Savings Account – April & May 2023

ESC 1 st Precept Instalment 2023/4	7,350.84
Interest: Unity Trust Savings Account (31/03/23)	116.20
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	7,467.04

Payments – May 2023

Trudy Charles - Clerk's Salary	£532.13
Trudy Charles – Clerk's Expenses & Mileage	£30.23
Sharon Smith – Payment for financial services	151.60
E-on Next – Sports Court Electricity	00.00
Sibton County Supplies	202.20
SALC Subscription 2023-4	313.20
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	£1229.36

Bank Balances May 2023

Unity Trust Current Account as of 23 May 2023	£7,311.88
Unity Trust Savings Account as of 23 May 2023	£43,347.04
United Trust Bank Business Bond as of 31 July 2022	£7,442.22
United Trust Bank Business Bond as of 31 December 2022	£5,488.26
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	£63,589.40

Earmarked Reserves

Strickland Manor Hill Play Area	£1,170.85
Mulberry Park	£4,425.00
Youth Club	£4,124.41
CIL 2020-2021	£5,293.43
CIL 2021-2022	£17,090.94
CIL 2022-2023	£3,732.47
Meet Up Tuesday Grant	£937.05
Teenagers' Shelter Grant	£603.54
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	£37,377.69

General Reserves (=Total Funds – Earmarked Reserves)

£26,211.71