

MINUTES OF THE MEETING OF YOXFORD PARISH COUNCIL

held on
October 5th 2023
at 7pm
at **Yoxford Village Hall**

1. Attendance and apologies

Attendees:

Cllr. David Childs
Cllr. Janet Gardner
Cllr. Laura Greenberg
Cllr. Anna Noakes
Cllr. Ian Patterson
Cllr. Russell Pearce
Cllr. Hazel Wheeler

Apologies accepted for absence:

Cllr. Nicol McCallum
Cllr. Deborah Thompson
Cllr. David Tower
Cllr. Jason Vincent

District Cllr. Julia Ewart
County Cllr. Richard Smith

In attendance:

2 members of the public
Trudy Charles - Clerk/RFO

2. To receive declarations of interest and to consider requests for dispensations: none.

3. Public Forum

a) Members of the public may address the Council on any agenda item: No members of the public voiced a wish to address the Council.

b) To receive a report from County Cllr. Richard Smith:

- i. In his regional meetings with *Sizewell C*, the expectation was shared that works on the project will begin in early 2024. This would trigger significant disruption at site including the disposal of spoil heaps. County Cllr. Smith shared that he'd been informed that this would be completed around the site. A further Judicial Review would be heard on the area of the supply of water.
- ii. *20 mph campaign*. County Cllr. Smith shared that he would not give his support to this campaign for the following reasons:
 1. An A road such as the A1120 cannot have this speed limit.
 2. Natural speed mitigation measures, such as parked cars, are already in place.
 3. The Police wont enforce a 20mph limit.
- iii. Suffolk County Council finances are in difficulty.
 1. Current budget of £680 million is likely to be overspent by £20-30 million by the end of this financial year.
 2. £3/£4 is spent on social care both in children's and adults' services. Extreme care of 8 vulnerable children with SEND is costing the County £20000 per week.
 3. This year's overspend will be funded by reserves but these are finite.
 4. In year cuts are virtually impossible and so SCC are exploring measures for next year's budget which will be set in February 2024.
 5. Additional Government support to Local Authorities is announced pre-Christmas but County Cllr. Smith was not optimistic that this would provide any significant sum.
- iv. *Highways/HS2 partial cancellation:*
 1. As a result of the cancellation of one leg of the HS2 project, central government has announced additional funding of £1 billion to improve the rail link between Haughley/Bury St Edmunds/Ely and Felixstowe. County Councillor Smith believes that these measures will significantly reduce the amount of the freight on the roads.

2. A member of the public was given leave to address County Councillor Smith regarding the speed of HGVs and traffic in general on the Old High Rd in Yoxford. This was discussed and the discussion continued and is minuted at Agenda item 6.a.ii

- c) To receive a report from District Cllr. Julia Ewart. A written report will be circulated but in summary:
 - i. District Cllr. Ewart shared that *Community Partnership* networking meetings had taken place recently with the three priorities of mental health, transport and connectivity as key discussion points. Under these priorities, possible support for children during half term was discussed.
 - ii. Information regarding most recent *grants* has been released.
 - iii. District Cllr. Ewart awaits feedback regarding service level provided at GP surgery in Yoxford.
 - iv. Planning: as consultees, the Parish Council's views will be listened to. The Local Plan is the driving guide to ensure applications are in line with this.
 - v. Sizewell/EDF: a tracker (online) will be available to allow live tracking of works.
 - vi. Recent crime rates have reached "epidemic" scales. There is live information available online.
 - vii. Cost of Living: in the "Ease the Squeeze" campaign, a drop in at Kelsale will be trialled to gauge local need.
 - viii. Green energy: District Cllr. Ewart voiced that Greenprint Forum at ESC could be a crucial hub of co-ordinated information for the area.

4. Minutes

- a) Cllr. Patterson proposed and Cllr. Greenberg seconded the motion to approve as accurate the minutes of the meeting held on 7th September 2023 and the extraordinary meeting of 25th September 2023. All voted in favour.
- b) Matters arising from these meetings. With regard to matters arising, not covered by the meeting's agenda, the Clerk reported the following:
 - i. Following its review at last meeting, the schedule of Cemetery Fees has been updated and published on the village website.

5. Councillors' and Clerk's Reports

- a) Yoxwood, including consideration of the Insurance renewal due 1st November 2023: insurance was discussed. The volunteers who manage Yoxwood had been consulted and had shared that there were no changes to circumstances or equipment. As a result, Cllr. Childs proposed and Cllr. Pearce seconded that the insurance premium be renewed at £182 pa. All were in favour.

ACTION: Clerk to liaise with insurers and Yoxwood Voluntary Group to renew and then pay the premium.

- b) Church: no report
- c) Police. Recent break ins in the local area were discussed. Council noted that contact from Police Connect suggested that there had been an increase but that it had no factual evidence at hand to confirm this. It was agreed that it could be useful for local residents to receive up to date information about measures to improve security.

ACTION: Clerk to contact local Police to gather up to date public information.

- d) ESC Community Partnership: no direct report. See Agenda item 3.c.i
- e) Cemetery: no report.
- f) Work Party: will be required to plant bulbs from the ESC bulb planting scheme which are due to arrive this month.

ACTION: Clerk to call for volunteers in the monthly Council Newsletter.

6. Strategic Objectives 2023-2024

- a) To receive an update on the legal transfer of Yoxwood View play area (Priority 1.2): In order to gain support in expediting the legal transfer, Cllr. Pearce has spoken with District Cllr. Ewart and he and/or the Clerk will speak with former Parish Cllr. John Sutherland to explore any connections he might have at Flagship.

b) To receive

- i. an update on the 20 mph speed limit proposal (Priority 3.1), with consideration of the motion: "Supports the 20's Plenty for Suffolk campaign; calls on Suffolk County Council to implement 20mph in Yoxford and urges that the SCC policy / criteria for speed limits be reviewed to enable change to happen more easily for communities. Will write to Suffolk County Council to request 20mph speed limits on streets throughout Suffolk where people live, work, shop, play or learn, with 30mph as the exception only on roads where full consideration of the needs of vulnerable road users allows a higher limit."

1. The motion was discussed at length. Cllr. Patterson proposed and Cllr. Greenberg seconded that the motion be passed. All were in favour. In addition, it was agreed that Council should also explore measures it might implement to manage, what is perceived as a growing issue with speed of traffic through the village. See next Agenda item 6.b.ii

ACTION: Clerk to write to SCC in line with the motion, as above.

- ii. an update on the second meeting on 19th September 2023 with Wayne Saunders, SCC Highways Engineer: Cllr. Patterson outlined the following measures which had been discussed during the walk around the village to identify hot spots. These were discussed at length:

1. rubber road data collection strips
2. data extraction from the speed monitors
3. OHR: writing on road of speed limit/zig zags
4. 30 mph roundels
5. It was noted that many signs in the village were grubby and/or obscured mainly by householders' hedging. Council can contact households and ask for these to be cleared. Council can clean the signs.
6. Pot holes and broken signs can be reported via the SCC highways reporting tool.
7. Zebra crossing

ACTION: Clerk to cost the above measures and present to Council for further discussion.

c) To receive an update on the proposal to regenerate Mulberry Park (Priority 1.2): no update

d) To consider any information for communicating (Priority 2.1): police matters, 20mph updates, local traffic and speed information to be included in October's edition of the Council Newsletter.

e) To receive an update on the second phase of the thermal imaging camera project (Priority 6.3) and the meeting attended by Cllrs. Thompson and Wheeler via Zoom on 12th September 2023: no update.

ACTION: Clerk to contact ESC re next stage.

7 Parish Matters

a) To consider ESC Communities Officer's offer to support Council's links with children and young people (postponed from the meeting of 7th September 2023): this was discussed along with how Council can involve children and young people. Ideas such as inviting youth representatives to meetings were discussed. It was proposed by Cllr. Pearce and seconded by Cllr. Greenberg that CYDS be contacted to begin exploring ways to make progress. All were in favour. In addition, it was agreed that from November, a standing item be added to the agenda under Councillors' and Clerk's Reports be added to the agenda.

ACTION: Clerk to add 'Children and Young People' to all subsequent meetings.

b) To receive an update on the proposal to site an additional dog waste bin on the lane just past Yoxford Antiques at the footpath on the left just beyond the bridge crossing the River Yox (postponed from the meeting of 7th September 2023): update was provided by the Clerk who had been in contact with a representative of the Hunt Estate.

ACTION: Cllr. Gardner to lead on the matter and update Council at next meeting.

- c) Further to their presentation at the meeting of 7th September 2023, to consider and agree Council's next steps in response to Sizewell C's Community Relations Team's decline to attend a second meeting: this matter was discussed. Council voiced disappointment that the Community Relations Team were not able to engage further with the village but noted that the team's remit was to update Parish Councils. It was also noted that an invitation to any member of the public had been given, to visit the Sizewell Community Relations Team at its office in Leiston. The amended Deed of Covenant was also discussed. Cllr. Pearce proposed and Cllr. Childs seconded that the amendments be accepted but that the Clerk's details be updated on the document. All were in favour.

ACTION: Clerk to contact Lawyers for Sizewell C to inform of acceptance of amendments and request an update of the Clerk's details.

8. Administration and Finance

- a) To note and discuss the latest financial position of the Parish Council. This includes the checking and signing off of the Bank Reconciliation for Q1, submitted at the meeting of 7th September 2023 and update on AGAR 2022/3: The financial position was noted. The Clerk updated Council on the AGAR 2022/3, that PKLittlejohns, the external auditor, had not been completed by the statutory date of 30th September 2023 and so had issued an interim report as part 3 of the AGAR. This was published on the village website by the statutory date.
- b) To agree on the appointment of a Councillor to lead on financial matters who will meet with the Clerk to scrutinise the accounts: to be discussed at November's meeting.
- c) To consider a request for grant/aid from Halesworth Dementia Carers: this request was discussed. Council requires more information about the charity's local work before being able to make any decision.

ACTION: Clerk to contact the trustee of HDC with Council's request.

- d) To approve the second draft of the revised Standing Orders. Cllr. Greenberg proposed and Cllr. Patterson seconded that the revised Standing Orders be approved. All in favour.
- e) Cllr. Patterson proposed and Cllr. Greenberg seconded that the payments listed below be authorised. All were in favour:

Details	Payee	Amount	Power
Expense claim: stationery & monthly Sim package (Discounted month 3/6)	Clerk	£7.61	LGA 1972 s.111
Salary October 30th	Clerk	£866.13	LGA 1972 s.112
Employer P30 to end of Q2	HMRC	£34.08	LGA 1972 s.112
Inv. 6826 Grass cutting	RSC Landscapes Ltd.	£601.20	OSA 1906 s.10
Inv. 27679 for payroll services to 30 th September	SALC	£54.00	LGA 1972 s.112

9. Correspondence

To review correspondence received from 1st to 28th September 2023 and to take action as appropriate:

- i. email from resident regarding the bench on the corner of Old High Rd and A12. It was agreed that Cllr. Pearce would clean and move the bench as soon as possible. It was also noted that the nuts on the bench had been removed.

ACTION: Clerk to inform local resident. Cllr. Pearce to move the bench.

- ii. Cllr. Childs raised that the roadside hedging at the bottom of Strickland Manor Hill is overgrown.

ACTION: Cllr. Pearce to contact village resident to see if details of owner can be tracked.

- iii. Cllr. Pearce asked the Clerk to check the status of the new grit bin for The Lane.

ACTION: Clerk to complete this task.

10. Questions to the Chair: none

13. Items for the next Agenda: additional standing item under Councillors' and Clerk's Reports, Children and Young People.

14. Next Meeting

- a) To confirm the date and time of the next meeting of the Parish Council scheduled for Thursday 2nd November 2023 at 7:00 pm.

Meeting closed: 8.45pm

Trudy Charles

Parish Clerk

10th October 2023

Correspondence – Sept 1st to 29th 2023

Sending Organisation	Date(s) received	Details	Date forwarded
Suffolk Association of Local Councils	04, 11	News & Vacancy Bulletins	various
	22/09/23	NSIP info/training sessions on 18/10/23	25/09/23
	22/09/23	East Suffolk Area Forum: notes & recording	25/09/23
Suffolk County Council	07/09/23	The Suffolk Climate Change Partnership Newsletter	07/09/23
	12/09/23	Suffolk Highways - Upcoming works - A12 Main Road, Kelsale cum Carlton/Yoxford - 27 September 2023	12/09/23
East Suffolk Council:	11/09/23	Planning App.: DC/23/1864/FUL Installation of floodlights to allow for the lighting of the 'Yoxman' statue, Cockfield Hall, Station Road, Yoxford, Saxmundham, Suffolk IP17 3ET	12/09/23
	14/09/23	CP meeting 05/10/23	14/09/23
	25/09/23	Consultation on Control of Dogs Renewal of three Public Space Protection Orders	25/09/23
Police	05/09/23	Police Connect: All Saints South Elmham - theft of fuel	06/09/23
	06/09/23	Police Connect: Theft of a Horsebox in Homersfield	06/09/23
	07/09/23	Police Connect: wanted person	07/09/23
	11/09/23	Police Connect: Snape - Tunstall – Cyclist injured in fail to stop collision	12/09/23
	14/09/23	Police Connect: Suffolk Neighbourhood Watch Members Meeting and AGM 19/09/23	14/09/23
	28/09/23	Police Connect: Hollesley Bay Prisoner fails to return	28/09/23
	28/09/23	Police Connect: Appeal following burglaries in Southwold	28/09/23
	28/09/23	Launch of Suffolk night-time safety survey to end Oct	28/09/23
Other organisations:			
Sizewell C	28/09/23	Email re. follow up meeting to 07/09/23 update	28/09/23
AEPA	04/09/23	Meeting 04/10/23 & letter sign up	28/09/23
Local resident	05/09/23	Kelsale resident regarding A12 traffic danger	06/09/23
Rural Bulletin	12/09/23	Newsletter	12/09/23
East Suffolk Planning Alliance (ESPA)	24/09/23	Newsletter	28/09/23
Halesworth Dementia Carers Fund	26/09/23	Request for grant/aid	28/09/23

YPC Financial Position – October 2023

Income Unity Trust Current Account - September 2023

Internal Transfer from savings account £5,000.00

£5,000.00

Payments - September 2023

YVH Contribution (Q1 & 2)

YVH £481.00

Expense Claim: Sim package

Clerk £ 1.99

Inv. 6816 Grass cutting: August

RSCLandscapesLtd £931.20

Clerk's Training Module 3

SALC £ 36.00

£1,450.19

Bank/Cashbook Balances - August 2023

Unity Trust Current Account as of 28 September 2023

£ 4,653.87

Unity Trust Savings Account as of 28 September 2023

£38,579.46

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

£56,163.81

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

£ 725.05

Teenagers' Shelter Grant

£ 603.54

£37,165.69

General Reserves

£18,998.12

(=Total Funds – Earmarked Reserves)