

Snape Parish Council

Minutes of the Council Meeting held on Tuesday
23 July 2019 at 7.30pm at the Village Hall, Snape

Present: Cllr Tim Beach (Chair) Cllr Russ Rainger (Vice-Chair), Cllr Mike Hill, Cllr Bill Hough, Cllr Charles Farrant, Cllr Paul Richards, Cllr Charles Manning and Cllr Georgina Lock.

Attendance: Marie Backhouse (Parish Clerk)
6 members of the public

1 Apologies and Approval of Absences

Apologies were received from T J Haworth-Culf, Jocelyn Bond, Cllr Caroline Meffan and Cllr Helen Stuart. Their absences were approved.

2 Declarations of Pecuniary or Non-Pecuniary Interests by Members

Cllr Lock – Garrett Close Management Committee.
Cllr Farrant & Cllr Beach – Gromford Lane.

3 Approval of Minutes of the Previous Meeting on 21 May 2019.

Minutes of the previous meeting of the Parish Council on 21 May 2019 were received and approved by Cllr Rainger, seconded by Cllr Hough, agreed by all and signed by the Chair.

4 Matters arising from the Previous Meeting on 21 May 2019.

Cllr Beach reported that the areas of Village Greens will be discussed later on the agenda, also the update on the VAT is the CVC consultancy group has sent a letter to the HMRC but the situation is still pending a response.

5 Consideration of Reports by the District Councillors & County Councillor

Andrew Reid summarised the report that had been circulated to all Councillors,

? Buses and funding – the SCC have to save money in the budget and it is looking to the public transport to assist with this. Two routes are being considered that affect this area, route 62 and 71. The SCC is looking to work with residents and bus companies to solve the situation. The cost of the buses is around £76,930 and only £3,798 is taken from passengers. Some discussion took place concerning the CATS bus, which may take 12-16 passengers. SCC is obliged to provide a public transport service of some kind.

? Foster carers are needed in Suffolk.

? Traffic calming

? Sizewell C

Andrew Reid asked about the traffic calming money that Snape PC should have been given.

Cllr Beach replied that a letter has been drafted to send to the SCC and Hopkins Homes concerning the money for traffic calming. £5,000 should have been given for a traffic survey which would then have increased by an additional £20,000 for a pedestrian crossing or similar traffic calming work which was subject of detailed discussion at the time of the S106.

Andrew Reid suggested that the audit trail of the money should be investigated. The initial £5000 was passed back to Hopkins Homes. When writing to SCC, Mark Ash (Director of Highways), Mary Evans (SCC) and Andrew should be copied in.

Cllr Beach said that traffic calming remains a concern across the whole village. The PC needs to continue to develop a plan to deal with the traffic calming.

Cllr Rainger commented that from the B1094 turning onto the A12 North (Friday Street), part of the lane markings has been removed which is causing confusion.

Cllr Manning said that this main junction is not lit at night.

Andrew Reid responded that it would not make any difference to have the junction lit.

A member of the public commented that a 'give way to the right' sign is required.

Andrew Reid said that if anyone had any comments regarding the highways, they should send them to him. There is a series of exhibitions regarding the Sizewell C consultation, these are worth attending. There is a Parish Forum at the end of the week, with additional forums to be held after August if there are issues with the site etc. The two villages bypass is being carefully considered with a possible modification to the roundabout.

Cllr Richards commented that any road changes between Wickham Market and Friday Street will have implications for Snape.

Cllr Beach reported that there has been communication with both Sizewell C and the PC concerning the traffic issues with the PC having formally fed back its view that a 4-village bypass was the preferred option.

Andrew Reid said that the Scottish Power Renewables Friston site is causing major issues for regarding the impact on the neighbouring villages. Why is this being built when there is better technology available?

Cllr Hough asked if the National Grid were commenting about the site.

Andrew Reid said a meeting is planned for the future.

Cllr Beach commented that when SPR visited the PC a number of concerns were raised which did not appear to be covered in the latest consultation summary published.

Cllr Beach thanked Andrew Reid for attending; Andrew Reid left 20.04.

Cllr Beach reported that TJ Haworth-Culf had sent through a report about a month ago which had been circulated. There were no issues arising.

6 Contributions by Members of the Public

A member of the public commented about his concern by cycling on the footpaths. The footpath between the Maltings and the Warren is a concern. There are organised cycle rides along this stretch of footpath, the 'no cycling signs' are too small. At the Priory Wood end the signs have disappeared. The number of cyclists has increased by 50 -70%. Having stopped some of the cyclists to advise against riding on the footpath the member of the public received some verbal abuse. The footpath is to become part of the Coastal Path; they asked if cycling would then be banned from the footpath and no-one could answer definitively and it was agreed the issue would be raised formally with the Rights of Way. With the greater number of tourists, this is becoming a greater problem, also another issue is the speedboats in the estuary. Cllr Beach said that the speedboats are an issue with the impact on the wildlife, as is the footpath and advice would be sought.

A member of the public stated that there needs to be stronger notices and physical barriers.

Cllr Farrant suggested that a kissing gate could be placed at either end of the footpath.

Cllr Beach said that the 'rights of way' team should be notified. There are issues over ownership, some of the land may be owned by the RSPB.

Cllr Richards commented that cycling on the roads is dangerous, cyclists should have areas such as the 'Quiet Lanes'.

Cllr Rainger advised the member of the public to go the 'Rights of Way' website and comment on there.

A member of public commented that there is still an issue with parking on the village green. The edge of the green is eroding away. A decision needs to be made to prevent this from happening.

Cllr Beach said that the PC had looked at the areas of public land around the village to try and establish ownership and that work would continue with the aid of SCC and ESC. This issue needs to be considered carefully. The PC had sought legal assistance from SCC and ESC. A member of the public commented that in Priory Road there is parking right by the junction. There could be a polite notice from the PC regarding inconsiderate parking to residents.

Cllr Beach said that if the parking is close to the junction, they should report it to the Police to supplement anything from the PC.

The PC needs to establish where the village green starts and ends, a barrier would stop people parking on the edge.

Cllr Hill commented that letters were sent before about the parking. There was also a discussion re double yellow lines; this however could cost up to £5000 to cover the consultation and linked work.

Cllr Manning proposed that the PC writes to the parishioners re polite parking, this was seconded by Cllr Locke and agreed by all.

Cllr Rainger commented that the Allotments have now been taken over by Cllr Stuart. Mary James had agreed to continue to support the allotment holders to gain a borehole on the site.

Cllr Beach reported that Snape had been awarded the 'Greenest Community' award, thanks to Green Snape.

A member of the public said that there are now a group of over 100 members. The award is for the whole community. There is a specific logo that may be used by the village.

Cllr Beach suggested that we should have a banner with the logo on and include advice to drive slowly through the village.

Cllr Farrant proposed that the PC researches the cost of 4 banners, this was seconded by Cllr Richards and agreed by all.

7 **Consideration of Planning Applications & Decision Notices**

[?] DC/18/5088/FUL – Abbey Farm Bungalow, The Street, Snape, IP17 1SJ.

This was an appeal regarding the new dwelling and garage on land to the rear of Abbey Farm Bungalow.

Cllr Farrant reported that the PC originally objected to this proposal, and there was no more to add. It was agreed that the objection remains and we should write to the Planning Inspectorate to reinforce the view of the PC.

8 **Finance**

a) Authorisation of payments up to 23 July 2019, approved and agreed.

CVC - £327.60, SALC - £225.60, The Clerk - £440.24, G Whiting - £420, HMRC - £121.20, and Vertas Group Limited - £601.92, total £2136.56

The authorisation of payments was proposed by Cllr Rainger and seconded by Cllr Manning and agreed by all.

- b) Cllr Beach reported that a small group of Councillors met to look at the Internal Audit report.

Cllr Hough commented that there was a difference of £1. There are to be some procedural changes which some parts will be implemented over the next 2 months and addressed at the next meeting.

Cllr Beach commented that the Standing Orders need to be amended to follow the NALC model.

Cllr Richards proposed that the Finance group meet and work through the internal audit and return findings to the PC, this was seconded by Cllr Lock and agreed by all.

- c) Cllr Beach said that all Councillors had received the quarterly accounts. Cllr Richards proposed that we sign the quarterly accounts as a true record, this was seconded by Cllr Lock and agreed by all.

9 **Parish Council Business**

- a) It was agreed that item a), b) and c) were all linked together.

- b) Cllr Beach said that some of the roads in Snape could be designated Quiet Lanes (Priory Road and those in the Gromford Lane area). This could mean that the speed limit on these roads may be 20mph.

- c) Cllr Beach said that SCC would complete a traffic survey which would give us the speed record, weight of the vehicles and the vehicle numbers. The cost of this survey would be £550. Andrew Reid has offered to assist with the cost of this. Cllr Locke proposed that we approve the cost of the traffic survey, this was seconded by Cllr Manning and agreed by all.

- d) Section 106 – Cllr Beach reported that he will be sending a letter to SCC and Hopkins Homes regarding the Section 106 payments as previously circulated. All agreed.

- e) Various public sites in Snape – Cllr Beach suggested that the PC does some research to discover the ownership of three areas of land within the village. These areas include the Church Common, Snape Common, Snape Village Green and Wadd Common. Cllr Rainger proposed that the PC searches the Land Registry for ownership of the land, this was seconded by Cllr Richards and agreed by all. Andrew Reid agreed to assist us with this and advise us regarding the common land. Cllr Rainger reported that fly parking could be an issue in the future on these areas of land.

- f) Priory Wood maintenance – The 17/8/19 is the first working party. The PC requires some more volunteers. Cllr Farrant proposed that the PC accepts the management plan as it is written, this was seconded by Cllr Hough and agreed by all. It was agreed that no dogs only assistance dogs should be permitted in the woodland. Cllr Beach said that we should ensure this is on the asset register and covered by our insurance.

- g) Clerks contract & RFO – Cllr Hill proposed that we sign the Clerks contract and appoint her as the RFO, this was seconded by Cllr Hough and agreed by all

- h) CAS housing needs survey – Cllr Beach said that he was going to put a report in the Ebb & Flow in late September, and the questionnaire would be circulated in October. There is a meeting with the CAS on the 31/7/19 at 10am in Ipswich.

- i) Website – Cllr Beach reported that Mr Parsons is resigning as the webmaster for the PC, it was agreed by all that Mr Stocks would be the replacement webmaster. Cllr Beach to attend a meeting with Mr Parsons and Mr Stocks. This was agreed by all Councillors.

- j) Volunteers for responsibilities:

Alde & Ore – Cllr Beach & Cllr Farrant

Village Plan – Cllr Beach, Cllr Richards & Cllr Manning

Playing Field – Cllr Beach & Cllr Hough
Emergency Planning Group – Cllr Beach & Cllr Rainger
SNT – Cllr Beach
GDPR – Cllr Meffan (?)
Noticeboard – Cllr Beach
Sizewell – Cllr Rainger
SALC – Cllr Rainger
Finance – Cllr Manning, Cllr Hough & Cllr Farrant
Planning – Cllr Farrant, Cllr Hill & Cllr Lock
Footpaths – Cllr Richards & Cllr Hill
Paintings – Cllr Lock
Allotments – Cllr Stuart
Snape CPS – Cllr Hill & Cllr Lock
Highways – Cllr Manning, Cllr Richards & Cllr Beach

- k) SPR consultations – Cllr Beach is to write a letter and send to various locations.
- l) GDPR Privacy Notice – Cllr Rainger proposed that the PC adopts the Privacy Notice, this was seconded by Cllr Hough and agreed by all.
- m) Parking at Snape CPS – Cllr Hill commented that the parking outside the school is not illegal.

The Headteacher commented that the car park is not for the parents, and a letter would go out soon to ask parents not to park within the school boundary, and parking is an issue which could become more difficult into the future. The car park has always been for the staff, back in 2005 the school had 25 pupils, now we are at a stage where there are more staff as there are 57 children and will soon be 16 pre-school children.

Cllr Hill said that the problem seems to be when parents drop off the children and then stand to talk.

The Head Teacher said that reminders had been sent to the parents about parking.

Cllr Hill said that Saxonfields could be a drop off point for the children.

The Head Teacher said that there could be a walking bus.

There was discussion about appropriate places in the village to use as a congregation point.

Cllr Beach suggested that if cars are parked illegally then people should take a photo and report it to the Police if necessary and polite requests were ignored. Cllr Rainger said that there are no zig-zags outside the school, but this is set to change.

Cllr Beach said that this is part of the traffic calming issue. The School agreed to write a letter to parents. Discussions should take place with the landowners to see if the footpath in Saxonfields could be created.

The PC was happy to assist and meet with the school as part of traffic calming by considering providing hi-vis for the walking bus and looking for other solutions.

10 Correspondence

St John the Baptist Church – Cllr Beach reported that a letter had been received regarding the donation from the PC to the Church. Cllr Rainger proposed that the donation be included in the next PC budget, this was seconded by Cllr Lock and agreed by all.

Garrett Close Management Company -Cllr Beach reported that a letter had been received from the company regarding the road way that runs beside the village hall. Cllr Lock reported that it is a private road, and the village hall has access to the car park via the road. If the road needs repairing, who will fund this. Cllr Beach said that there is paperwork concerning access, it may be with the village hall committee.

Cllr Hough said that there must be an agreement that states both parties have the right of way on the road.

Cllr Beach agreed to look for the documents and it was agreed by all to have a meeting with the Garrett Close Management Committee.

11 Matters for consideration at the meeting on 24 September 2019

- a) Internal Audit
- b) GDPR – Policies
- c) Standing Orders

12 Dates of the Next Meeting

27 August 2019 (Urgent items only)

24 September 2019

22 October 2019 (Urgent items only)

Meeting Closed – 9.54pm.

Marie Backhouse, Parish Clerk

snapec.clerk@gmail.com 23 July 2019