

MINUTES OF THE MEETING OF NEWBOURNE PARISH COUNCIL

6 July 2015, Newbourne Village Hall, 7.30pm

Present:

Tony Finch
Michael Frost
Susan Harvey (District Councillor)
Denise Parkinson
Erica Pattinson
Susan Pollard
Lionel Scott (Vice Chair)
Peter Smyth (Interim Chair)
Jim Wicks

In attendance:

Amie Veerman (Clerk)

The Chair formally opened the meeting at 7.30pm.

Public question time.

No members of the public were present.

1. **Apologies for absence.** Kwini Lusher.
2. **Declarations of disclosable pecuniary interest.** LS and MF declared an interest in agenda item 8b.
3. **Minutes of the Parish Council Meeting 1 June 2015.** The minutes were **approved** without amendment and signed by the Chair.
4. **BDO Audit Response.** The clerk informed Councillors that the BDO audit for the year end 31 March 2015 was complete. The annual return was approved and accepted by BDO and the Councillors seconded this. The public can view this information by contacting the clerk – contact details are available on the Newbourne website and noticeboard.
5. **Update from Suffolk Police.** The council received and noted the report. The clerk is to find out what the community resolution was for the person who took items from a stall outside a house and did not pay for them.
6. **Update from District Councillors.** SH's report was received and **noted** by the council.

SH discussed the possibility of making Newbourne a 'no cold calling' zone which would stop the illegal practice of unregistered people selling goods on doorsteps. Charity collections would still be permitted. The councillors **agreed** this would be a good initiative and the clerk is to contact Patricia O'Brian at Suffolk County Council to obtain further information and establish what costs are involved.

SH informed the council that she was considering the option of buying a speed camera which would be shared within the Kirton Ward. Councillors **supported** this notion and SH **agreed** to investigate the possibility further. It was **noted** that Newbourne may have to purchase the post for the camera to operate. It was considered that 30mph wheelie bin signs could also be an effective tool and if people wished to purchase their own signs, such as 'beware children crossing' etc it should be ok for them to display these within their gardens.

The councillors congratulated SH on her new role as Chairman of the Council, Suffolk Coastal District Council. SH thanked the council and asked councillors to let her know of any upcoming

fetes and community events which she could attend in her capacity as Chairman. SP is to send SH the details of the 'Tractor Feeding' event and EP, the details of the 'Auction of Promises.'

7. **Action points.** PS informed councillors that the loose screw on the play area had been removed and that new bark is kindly being donated by the Ridsdales. A quote is still to be obtained for the top soil which is to go on the mound. **Noted.**

8. Planning.

- a) **DC/15/2151/FUL** – Proposed erection of single storey Oak Framed Orangery, 21 Mill Road, Newbourne. The council **supported** this application.
- b) **DC/15/2130/OUT** - Outline planning application: Erection of detached dwelling and garage. Construction of vehicular access. Land to the north of 52 Woodbridge Road, Newbourne. The application was marginally **supported** by the council.

It was agreed that the clerk would write to the Planning Department to notify the council's concerns of future adhoc unrestricted development in Newbourne. Councillors consider that the nature of approved applications to date are supporting large executive size houses as opposed to two bed semi detached houses which would be more affordable.

The council **agreed** to fund the clerk to attend a SALC planning course.

9. Finance.

- a) **Bank mandates.** Additional forms were received from the bank and the clerk obtained the relevant councillors' signatures. The clerk is to follow up with KL before the next meeting.
- b) **Clearance of cheques for payment.** The two SCL Landscaping invoices received for works completed 13 and 27 May 2015 were **approved** by the council for payment. Invoice 1695, £60 and invoice 1697, £60.
- c) **Budget report.** The clerk confirmed that the current accounts balanced as shown in the 22 June 2015 budget report, appended. **Noted.**

10. Clerks report and correspondence.

- a) **Community Plan.** The clerk advised that contact had been made with Hemsley and Waldringfield to see if they would be interested in collaborating on a community plan. Hemsley would like to be involved in the project and Waldringfield are yet to decide. It was agreed that the clerk would contact Desi Reed, Planning Policy and Delivery Manager at Waveney DC and Suffolk Coastal DC, to invite a member of her team to attend the September 2015 Newbourne Parish Council meeting. Once attendance is confirmed, the clerk is to prepare public consultation flyers advertising the meeting and these will be posted through doors, uploaded on the Newbourne website, put on the notice board and advertised in local amenities.
- b) **Insurance.** The Parish Council/Village Hall insurance is due for renewal in October 2015 and it was **agreed** that SP would meet the insurance brokers, Came and Company, with the clerk in late July 2015.

- c) **Heritage Consultation.** The councillors supported the public consultation criteria documents and agreed the following items for protection; the village pump on Woodbridge Road, the water measuring device within the nature reserve and the village hall.
- d) **Windfarm.** The public consultation document was received and **noted**.
- e) **EE pilot scheme.** The councillors **agreed** to being involved in EE's pilot scheme to improved mobile coverage in small rural communities. Three or four small boxes will need to be installed within the village and the Chair will discuss this with the EE contact and invite him to the August/September 2015 meeting to field further questions.
- f) **Play area sign.** The council **agreed** to the purchase of a new sign, costing £7.15, plus £5 delivery.
- g) **Suffolk Highways letter.** Following the previous meeting's action, the clerk confirmed that a letter was sent to the Suffolk Highways Department and a response is awaited.

A discussion ensued and it was **agreed** that the clerk would send another letter relating to the increasing bank of soil on Ipswich Road.
- h) **Community Infrastructure Levy charging schedule.** The council **noted** the charging schedule which will be taking effect 13 July 2015.
- i) **Scattered Orchard Project.** The council **agreed** to forward the correspondence on to a previously interested party. Clerk to action.
- j) **Better Broadband Suffolk.** The clerk passed the received correspondence to the Chair who will post the information onto the Newbourne website. The link is www.betterbroadbandsuffolk.com

11. Revelry and Web Site update.

It was **agreed** to add 'funding raising ideas for the revelry' to the August 2015 agenda for discussion.

An update on the following items is to be given at the August 2015 meeting:

- a. *Replacement of missing mini fence planks surrounding the climbing frame area*
- b. *Smoothing off of the sharp piece of timber on the bollard by the zip wire*

Website update. The Chair confirmed that the website is currently up to date. It was agreed that it would be useful to use google analytics so that the number of visitors to the site would be known. The clerk is to investigate.

There being no further business the Chair closed the meeting at 9.20pm.

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Chair
Newbourne Parish Council