

# MINUTES OF THE MEETING OF NEWBOURNE PARISH COUNCIL

Held on 2<sup>th</sup> June 2014

**Present:** Peter Waller (Chair), Michael Frost, Jan Carlton, Sue Pollard

**In attendance:** Colin Moore (Clerk), 1 member of the public (for question time only).

Public question time. One member of the public, the owner of 28 Mill Road, addressed the council in relation to a planning application to build a dwelling on land behind his house. He was opposed to the application. General discussion ensued aided by copies of the planning documents which had been provided by Suffolk Coastal District Council. He provided background and expressed concerns including the proximity to the flood plain; inappropriate development unsympathetic to the general design and ethos of the village; the potential for setting an unwelcome precedent; and conflict with local planning policies. The council were thanked for their attention and he then left the meeting.

The Chair then formally opened the Parish meeting at 19.45hrs

1. **Apologies for absence:** Cllrs Lionel Scott; Jim Wicks, Carrie Risdale.  
County Councillor Patricia O'Brien
2. **Declarations of disclosable pecuniary interest:** None
3. **Minutes of the Annual Parish Council Meeting 12<sup>th</sup> May 2014.** The minutes were **approved** without amendment and signed by the Chair.
4. **Suffolk Police update.** The Constabulary were not present. (*A written crime report for May 2014 will be forwarded subsequent to the meeting.*)
5. **County and District councillor's reports.** The County and District Councillors were also absent and written reports had not been submitted.
6. **Action points.** None
7. **Planning**
  - a) DC/14/0342/FUL – 10 Blackthorns, Ipswich Road. Planning consent granted. **Noted.**
  - b) DC/14/0468/FUL – Caravan Park 10 Ipswich Road. Discharge of conditions. **Noted.**
  - c) DC/13/2801/FUL254/FUL – New dwelling on land to the rear of 28 Mill Road. After discussion which revisited the points made during the public question time it was **agreed to recommend refusal** of the application. The Clerk was asked to prepare and submit the recommendation with detailed comments to the District Council Planning Committee.
8. **Finance**
  - a) Clearance of cheques for payment including an outstanding invoice for SCL dated November 2013. Payments of all pending expenditure transactions (list attached to these minutes) **agreed** and cheques signed.
  - b) Approval for an internal adjustment payment of £72 from the Parish to the Revelry account. The clerk explained the background to the adjustment which was then **agreed.**
  - c) Budget report. The clerk produced an updated budget schedule and details of expenditure for information. The reports were **noted** and are appended to these minutes.
  - d) Clerk's remuneration. The clerk left the meeting whilst the Chair proposed and sought agreement to payment for additional hours worked by the clerk in establishing an updated accounting system and preparing and submitting the annual accounts. The Clerk returned

and was thanked and informed that payment for 30 hours spent on the task would be remunerated in line with the agreed salary rates. The Clerk thanked the meeting.

#### **9. Clerks report and correspondence**

- a) Spring Clean Suffolk 2014 – report back. The Chair reported that 3 volunteers had attended and cleared Ipswich and Woodbridge Roads. They were thanked for their efforts.
- b) SCDC Leisure Strategy update. The Clerk reported that the papers from a workshop attended by the Chair omitted detail of the Revelry play space despite being referenced at the meeting by him. Amendments had been submitted and would be included in the District schedule of play spaces.
- c) Tailored training. There was further consideration of the proposition that a general training event for councillors take place instead of the August Parish Council Meeting. Due to the absence of some councillors and the need for commitment to the event it was agreed that the clerk would contact councillors individually to establish their wishes.
- d) Insurance Policy renewal arrangements. The clerk reported that a meeting with the Parish insurance brokers, Came & Co. had been arranged for 14<sup>th</sup> July and attendees notified. Thanks were given to Mrs Carlton who had offered her home for the meeting as the village hall was not available.
- e) Consultations
  - Community Infrastructure Levy
  - Statement of Community Involvement
  - Local Plans

The clerk referred to two SCDC outstanding consultations (Community Infrastructure Levy and the Statement of Community Involvement) and the Chair confirmed that he would be responding. He invited comments from other members. Whilst there were no local plans issues outstanding it was agreed that any new consultations would be considered on a case by case basis.

**10. Revelry update.** In the absence of Carrie Risdale there was no specific report. However the opportunity was taken to discuss grass cutting arrangements for the Open Gardens Weekend and the Clerk offered to confirm with SCL that there would be a cut within the following week and ask for consideration to be given to the area around the bus shelter as an additional task with payment if necessary. The Chair raised the need for a litter bin at the Revelry and the Clerk was asked to liaise with SCDC to establish purchase and emptying arrangements. The Chair also offered to liaise with Suffolk Coastal services regarding cutting of the grass on the slope at Blackthornes.

**11. Web site update.** In the absence of Peter Smyth the Clerk was asked to contact him and establish the current position for report back to the next meeting.

**12. Village Hall – update on repairs needed and car parking surface.** No further progress however both issues will be raised at the next Village Hall Management meeting.

**13. Adopt a kiosk.** The Chair reported that the issue had been raised previously and that any decisions in relation to use to which the Village telephone kiosk could be put would be appropriate to the Fox, on which land the kiosk is situated.

There being no further business the meeting closed at 21.25.

**Chair, 7 July 2014**