

ORFORD & GEDGRAVE PARISH COUNCIL
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Minutes of the 272nd meeting of Orford & Gedgrave Parish Council
held on Wednesday 11th October 2023 at 7.00pm in the New Room of the Town Hall.

Present: Cllr Karen King
Cllr Margaret Green
Cllr Richard Mallett
Cllr Ian Thornton
Cllr Nigel Addy

Cllr Jonnie Howard
Cllr Gary Wingrove
Cllr Craig Ambury
Cllr Mary Iliff

In Attendance 0 members of the public.

Opening remarks

MINUTES

1. Reports from Representatives

1. County Councillor Andrew Reid.
Andrew Reid submitted his apologies.
2. District Councillor Tim Wilson
Tim Wilson had submitted a written report. The Flagship housing issue is still ongoing, and support is being given from David Beavan. Part of the problem is the National Government Policy, which may not be able to change. The school transport issue is still a concern, this affects many families. There is currently no change on this issue, but the policies do not help. There is to be the ESC budget setting in the next 3 months, maybe transport could be considered.
Cllr Thornton commented that Saxmundham School is closing, this was the nearest high school for Orford.
Cllr King said that the transport department has now acknowledged that Saxmundham school is closing. This may mean that Leiston is the nearest high school. This will of course be oversubscribed, as many of the Saxmundham pupils will be moved here. Farlingaye is also oversubscribed.
Tim Wilson suggested that the problem is underinvestment.
It was agreed that any emails sent regarding the school transport should be copied into Tim Wilson.
It was also agreed that Cllr King should continue to monitor and respond to the school transport issue.

2. Apologies for absence:
Cllr Macro and Andrew Reid.

3. Acceptance of Apologies
The Councillors all agreed to accept the apologies.

4. Declarations of interest:
Cllr Mallett – Item 12 the Village Bonfire Event.
Cllr Wingrove – Item 10 the tree application DC/23/3706/TCA

5. **Applications for dispensation:**
None
6. **It was agreed that the minutes of the 271st Parish Council (PC) meeting held on the 13th September 2023 be accepted as a true record of the meeting.**
7. **Matters arising from the 271st Parish Council meeting held on the 13th September 2023.**
- 7.1 **8 Town farm Estate** – Cllr Iliff commented that this item is still ongoing with exchanges of emails. Update will be provided to the PC when they are available.
ACTION: To place on the next agenda.
- 7.2 **Friends Garage Update** – Cllr Addy confirmed that a meeting had taken place between Cllr Wingrove, the developer and himself. There are now some decisions to be made about the way forward with the site. The Seaforth House section is under offer; it may be that the remainder will be split into 4 sections with one part being a commercial plot, or if this is proven to be not viable, perhaps a terrace of three houses of which one or two could be affordable homes (occupiers likely to be decided by Flagship) or starter homes discounted in perpetuity (where the PC may be able to secure the opportunity to nominate the initial purchasers).
Cllr Howard asked what the timescale would be on this? The building is deteriorating. Could the PC ask for it to be tidied.
Cllr Wingrove asked if the PC would support the latest idea from the developer.
Cllr Addy said that it was important for the landowner, developer and PC representatives to work together. The next step is a joint pre-application meeting to explore which options the planning authority would support or prioritise. It was suggested this happens quite quickly.
Cllr Iliff asked if the PC should consider re-registering the site as a community asset?
It was agreed by all that the PC should not consider re-registering the site as a community asset. It was also agreed that the PC representatives should continue to work with the developer.
Cllr Thornton commented about the number of items the shop has on the hardstanding. It is encroaching along towards the road. The use of the hardstanding was only supposed to be a temporary solution to the lack of space the shop has. Should the PC make the current shop into a community asset.
Tim Wilson commented that the community right to bid would apply should the shop be sold, this could be a factor in a planning application on the site. It does sound like a good idea.
It was agreed to discuss further the current shop on Front Street and the possibility of registering this as an asset of community value for the village.
ACTION: To place on the next agenda.
- 7.3 **Alde & Ore** – Cllr Wingrove reported that there have been no meetings. The open day seminar at Snape Maltings was a success.
ACTION: To place on the next agenda.
- 7.4 **Trees** – It was agreed to carry over the pricing of the trees to the next meeting as they would not be replaced until later in the year.
ACTION: Cllr Mallett to provide some quotes for the trees.
- 7.5 **20's plenty** – Cllr King, it was agreed to place this on the next agenda, Cllr Macro may have some updates.
ACTION: Place on the next agenda
- 7.6 **School Transport** – Cllr King commented that this item is ongoing.
Tim Wilson requested that he is copied into any correspondence regarding the school transport.
- 7.7 **'H' markings and double yellow lines** – The Clerk reported that an email had been sent to Andrew Reid, who had then requested a copy of the email from Suffolk County Council stating that the PC would need to pay for the markings. No further response has been received.

8. Contributions by members of the public.

None

9. Finance

9.1 Authorisation for payment sheet – There are three payments to authorise Orford Sports and Recreation Club (outside light electricity running cost) - £169.26, David Bracey Play Equipment Inspection (Annual play equipment inspection) - £156.00, SALC (6 month payroll service) £82.80. Total £408.06.

Also, the staff wages of £949 per month for September.

Income – Unity Trust Bank (Interest on 2 instant access accounts) £433.38. Total £433.38.

It was agreed by all to approve the payments.

9.2 Quarterly Accounts and Bank Reconciliation – The Council noted and approved the quarterly accounts and bank reconciliation to the end of September 2023.

9.3 External Audit – The Clerk reported that notification has been sent to inform the Council that the audit has not been inspected in the allotted time by PKF Littlejohn. A notice to inform the members of the public has been placed on the website and on the noticeboard.

10. Planning

DC/23/3572/FUL – 4 Coastguard Cottages, Quay Street, Orford, IP12 2NX

Single storey detached flat roof garden room incorporating garden store to replace existing single storey detached structure.

CLlr Addy said that this looks straight forward, it is to replace a concrete garage with a garden room.

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/3552/TCA – 29 Quay Street, Orford, IP12 2NU

2no. Cypress (T1 and T2 on plan) – Fell.

CLlr Mallett said that he has visited the site and there are no issues with removing these.

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/3706/TCA – High House, High Street, Orford, IP12 2NW

1no. Beech (T1 on plan) – Reduce lateral branches overhanging the adjacent property by 3-4 metres and lift crown up to 6.5 metres above the road.

CLlr Mallett commented that this is a very large beech tree and it does require some cutting back.

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/3730/TCA – Chantry Cottage, Gedgrave Road, Orford, IP12 2NG

1no. Walnut (W1 on plan) – Fell.

CLlr Mallett commented that this tree is on the boundary of the allotments and does need to be sorted.

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/3729/TCA – 43 Daphne Road, Orford, IP12 2NH

1no. Holly (marked on plan) – Fell.

CLlr Mallett said that this holly is small so there does not see a concern with the required felling.

The Council supported this application.

ACTION: Clerk to inform ESC of the Council's decision.

DC/23/3538/FUL & 3539/LBC – 48 Church Street, Orford, IP12 2NT

Internal alterations to provide improved facilities, removal of French doors and replacement with new sliding sash window, raise existing brick garden wall by 390mm and provide 4no strengthening piers and foundations.

CLlr Addy said that there is a replacement of a window and the sorting of the garden.

Cllr King said that no comment had been made by the listed building team.
The Council supported this application.
ACTION: Clerk to inform ESC of the Council's decision.

Other notifications:

11. Parish Council Business: -

1. Re-adoption of the Data Protection Risk Assessment, Data Protection Statement, Subject Access Policy, Subject Access Request and the Health & Safety Policy.

The Clerk reported that there are no changes to these documents.
It was agreed by all to re-adopt these policies.

2. Bus Shelter Roof

The Clerk commented that it had been brought to her attention by the Litter Controller that the felt on the bus shelter roof was in a poor condition.

Cllr Mallett said that this has been the case for some time, and he could not remember any work taking place on the roof since it was rebuilt in 1987.

Cllr Thornton suggested that we ask the preferred handyman to quote for the work.

The Clerk reported that the preferred handyman was too busy and had not done any work for the PC for some time.

Cllr Thornton said that the NOTT handyman should be asked to quote, this was agreed by all.

Tim Wilson said that he may have some Enabling Communities Budget that would be able to assist with the expense.

ACTION: Clerk to speak with the NOTT handyman and request a quote to repair the bus shelter roof.

3. Recreation Ground Annual Play Inspection Report

The Clerk reported that overall, the report was good. There was a couple of comments regarding the benches having algae on them which should be cleaned off, the other comment was about the soil where the children's feet go on the see saw, this should be levelled off. The wet pour around the roundabout has a gap, this should be fixed.

ACTION: Clerk to speak with the litter controller about cleaning the benches. Clerk to obtain a quote to repair the wet pour.

12. Correspondence

Village bonfire Event – The Clerk read out an email from the Bonfire & Firework Committee which requested that the PC seeks to insure the event.

Cllr Thornton asked who insured the event in the past.

Cllr Mallett said that he was unsure who covered the event insurance last year, but the PC organised the insurance the year before that.

It was agreed by all that if the insurance was less than £400 to go ahead with this, if it was more, then the Council would need to be notified.

ACTION: Clerk to obtain a quote for the insurance from the Parish Council insurance company.

Orford Sports & Recreation Club – Cllr King reported that all the Councillors have a copy of the request from the Club; the request is to place trial cameras around the recreation ground hut to deter any further vandalism. This follows on from the vandalism of three picnic tables.

Cllr Mallett said that this is a very good idea.

Cllr Thornton commented that he has spoken with the Chair of the Sports & Social Club who informed him that the cameras would not be facing any of the play areas and the limit of the scope would ensure that the tennis courts are not visible.

Tim Wilson said that the committee are doing this in good faith to prevent any possible damage to the building.

It was agreed by all to allow the positioning of the trial cameras providing any legal requirements are followed. The ICO has a good site for this information.

13. Items for next meeting:

Items included in the minutes, Carol Service, Older Generations Tea Party, Budget, Remembrance Service.

14. Date of next meeting: 8th November 2023

Meeting closed at 7.48pm.