Butley, Capel St. Andrew & Wantisden Parish Council

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Chairman: Cllr David McGinity, Parish Clerk: Joanne Peters

**Minutes of the Butley, Capel St Andrew & Wantisden Parish Council Meeting held on Thursday 12th September 2019 at 7:45pm in Butley Village Hall**

Present: Cllr D. McGinity (Chairman)

 Cllr R. Bertram Cllr D. Adlam

 Cllr J. Dean Cllr J. Cullum

 Cllr C. Read

In attendance: Jo Peters, Parish Clerk and District Cllr James Mallinder. There was 1 member of the public present.

**Welcome to Members of the Public/Public Forum:-**

*Public Question Time - Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public, whilst welcome to attend, may not take part in the meeting itself.*

The member of the public present raised concerns regarding the Onion Store on Mill Lane and its operational hours. He stated that artic lorries were being loaded up at 5:00am during Summer months when he was aware their operational hours Granted by ESC were 7am – 9pm. He also complained regarding the strong smell of onions that had been more noticeable this Summer.

The member of the public raised concerns regarding artic lorries speeding along Mill Lane and causing damage to the road. He stated in his view Mill Lane is not designed to take artic lorries and also advised that tree branches were being knocked down by these large vehicles. Concerns were also raised regarding the safety for cyclists due to the amount of mud and sand that builds up on this road close to the entrance for the Onion Store.

The Chairman thanked the member of the public for his comments and stated a meeting was held with Andrew Greenwell whereby he had assured the Parish Council the operating hours granted would be adhered to. The Chairman asked District Cllr Mallinder if he would be willing to assist. District Cllr Mallinder urged the Clerk to involve Environmental & Enforcement Officers at East Suffolk Council in respect of this matter.

Finally, the member of the public asked for an update as to what was happening with the pub to which Cllr Bertram stated he would be reporting on this matter later in the meeting.

**1. To receive Apologies for Absence**

 Apologies were accepted from Cllr Brown and Ross.

**2. To receive Councillors Declarations' of Interest**

The Chairman and Cllr Read declared non-pecuniary interests as they are members of Butley Village Hall Management Committee. Cllr Bertram declared a non-pecuniary interest as he is a member of Butley PCC.

 **(a) To Consider any Dispensations**

 None received.

**3. To receive reports from:-**

**County Cllr Andrew Reid** – Apologies had been received from County Cllr Reid. A written report had been submitted and circulated to all Councillors prior to the meeting.

**District Cllr Ray Herring** – District Cllr Herring had sent his apologies. No report had been received.

**District Cllr Mallinder –** District Cllr Mallinder had submitted a written report which had been circulated to all Councillors prior to the meeting and reported as follows:-

ESC had now declared a Climate Change Emergency to which he gave details in respect of the Task Group that had been formed.

Less grass cutting is being piloted at Southwold and Saxmundham and if proved beneficial this will be trialled in other locations.

Power Network Emergency Kits are available to elderly residents**. Action: Cllr Mallinder to provide the Clerk with details.**

Loss of No. 71 bus service – Cllr Mallinder is liaising with SCC and stated he is afraid of rural isolation as a result of the loss of this service.

Northern Bypass – Cllr Bertram asked what ESC’s opinion was for this scheme. Cllr Mallinder stated he personally was not in favour of the proposals.

**4.** **To approve the draft minutes of the Parish Council meeting held on Thursday 11th July 2019**

 A copy of the draft minutes of the Parish Council meeting held on Thursday 11th July 2019 had been circulated to all Councillors prior to the meeting. These were Proposed for **Approval** by Cllr Adlam, Seconded by Cllr Dean. **All in Favour.** The minutes were duly signed by the Chairman as a true record of the meeting.

**5. Matters arising from the Parish Council meeting held on 11th July 2019**

 Cllr Read reported the large pothole on Mill Lane had now been repaired.

**6. Parish Clerk’s Report**

 The Clerk reported the case for the defibrillator had now been delivered and she would be contacting Robin Smith to arrange installation at the Village Hall.

 She confirmed she had received an email from Judi Hallett, Clerk to Hollesley Parish Council asking if the Parish Council wished to be included in a scheme to employ street wardens to clear and clean foliage around village road signs to which she gave details. It was agreed the Parish Council did not wish to be part of this scheme.

**7. Parish Council Matters:-**

 **7.1 – Matters relating to Highways – Speed Calming Measures/Co-ordination of Road Closures**

 The Clerk reported the Vehicle Activated Speed Sign site assessment still needed to be carried out. **Action: Chairman, Clerk and Cllr Cullum to carry out site assessment.**

 **7.2 – Sizewell C Stage 4 Public Consultation Response**

 It was agreed the comments made at Stage 3 still stood and these would be reiterated in respect of the Parish Council’s Stage 4 response.

 **7.3. – Neighbourhood Watch Scheme**

 Cllr Cullum confirmed no further volunteers had come forward, so she did not consider the scheme as viable. This was agreed and it was suggested any related issues could be circulated via the Newsletter.

 **7.4 – Bird Scarer on Mill Lane**

 Cllr Read stated she had raised concerns regarding issues relating to this matter and asked District Cllr Mallinder for his assistance whom had contacted Environmental Services and asked the farmer to switch this off. District Cllr Mallinder stated if the farmer breaches their Code of Conduct then ESC can step in to which he gave details.

 **7.5 – To consider joining the Suffolk Preservation Society**

 Cllr Dean stated Cllr Ross had suggested this to which she gave details. It was agreed the Parish Council would join for one year at the cost of £30.00 and the services included within the membership would be monitored.

 **7.6 – Painting of Andy & to consider the condition of the noticeboard at Capel St Andrew**

 The Chairman advised the prison service were not providing workmen at the moment to which he gave details and stated the Parish Council would need to look into alternative means for this work to be carried out. Cllr Dean confirmed she was happy to look into this matter further. It was suggested that an article within the Parish Newsletter asking for volunteers to assist could prove beneficial.

 **7.7 – Butley Oyster update**

 Cllr Bertram reported he had attended several meetings with the owners and they had asked the company for whom he worked for to put the Butley Oyster on the market within the next month to which he gave details and confirmed a press release would be given within a few weeks.

**8. Planning**

 **New Applications (to be considered at this meeting)**

 **None received**

 **Update on existing applications**

**Planning Ref: DC/19/3020/FUL**

Address: 99 Tangham Cottages, Tangham, Capel St Andrew

Proposal: Proposed retention of existing log cabin for use as an annex ancillary to main dwelling.

The Parish Council **Strongly Objected** to this application. No decision has been made to date by ESC.

Cllr Dean gave details regarding this application and stated the log cabin had already been built and was being used for Air B&B. She advised the Forestry Commission were involved and it was suggested that Cllr Dean whom has a contact should forward the Parish Council’s letter of objection to them. District Cllr Mallinder stated if asked to comment he would also object to this application.

**Planning Ref: DC/19/2612/FUL**

Address: Butley Mills, Mill Lane, Butley

Proposal: Change of use and internal alterations from 5 holiday lets to one dwelling.

The Parish Council had **No Objections** to this application but stipulated there should be no parking on Mill Lane. No decision has been made to date by ESC.

**Planning Ref: DC/19/2491/COU**

Address: Wantisden Park, Wantisden

Proposal: Regarding a proposed change of use in part of an existing building at Staverton Caravan Park (now called Wantisden Park) from a store room to a small cafe serving breakfast and light lunches.

The Parish Council Unanimously recommended **Approva**l for this application. This application has been **Granted** by ESC with 3 Conditions.

Cllr Dean gave details regarding the café open day to be held on Saturday 14th September at Wantisden Park.

**9. Finance**

**Bank Balances as at 19th August 2019 (date of statement)**

Business Current Account - £2,471.50, Business Savings Account - £1,846.82

**Income received since the last meeting**

£502.80 – Suffolk County Council (Cllr Reid Contribution towards Defibrillator Case)

**Payments made since the last meeting**

Jo Jones Salary August’19 - £116.66

**10.** **To approve items for Authorisation for Payment:-**

 Jo Jones (Parish Clerk) Salary - £116.67

 East Suffolk Council (Uncontested Election Fees) - £76.16

 Suffolk Preservation Society (Annual Membership) - £30.00

**Approva**l for the above payments was proposed by Cllr Dean, Seconded by Cllr Bertram. **All in Favour**

 The Chairman stated Chillesford were now looking to install a defibrillator and Grant Thomas had agreed to carry out some awareness training.

**11**. **Parish Council Insurance Renewal**

The Clerk had circulated a copy of the details of the 3 quotations obtained. It was **Approved Unanimously** the Parish Council would renew with Community Action Suffolk (with Parish Protect) for the premium of £190.40.

**12. Correspondence**

 **12.1 – Revised Grit Bin Guidance**

The Clerk gave details of a new scheme set up by SC Highways. The Chairman confirmed there were 2 grit bins in Capel St Andrew, 1 in Butley and 1 in Wantisden.

**13. Any other matters arising**

Cllr Dean circulated a draft article to be inserted into the next newsletter regarding work needing to be carried out in the parishes to which she gave details. There was a brief discussion regarding this draft article and subject to some factual amendments it was agreed this would be included within the next issue of the newsletter. It was reported that a local resident had offered to pay for repairs to the fence at the entrance to the Village Hall land.

Cllr Bertram reported the work to the thatched roof at the Church had now been

completed.

 Cllr Mallinder reported on his recent surgery held and stated he had another one this weekend. He also urged the Parish Council to apply for funding from his Enabling Community Budget for any projects they may have in mind.

 The Chairman stated the Parish Council may wish to organise an event to celebrate VE Day next year on 8th May 2020.

**13. Date of next meeting**

The next meeting of Butley, Capel St Andrew and Wantisden Parish Council will be held on Thursday 14th November 2019.

There being no further discussion the Chairman formally closed the meeting at

8:55pm

 Signed:……………………………., Chairman Dated:……………………...………