Butley, Capel St. Andrew & Wantisden Parish Council

Neutral Farm House, Mill Lane, Butley, Suffolk. IP12 3PA

Tel: 01394 459400, E-mail: butleyparishclerk@gmail.com

**Minutes of the Butley, Capel St Andrew & Wantisden Parish Council Meeting held on Thursday 8th November 2018 at 7:45pm in Butley Village Hall**

Present: Cllr D. McGinity (Chairman)

 Cllr S. Brown Cllr C. Read

 Cllr A. Burt Cllr D. Adlam

Cllr A. Ross Cllr J. Dean

Clllr R. Bertram

In attendance: Jo Peters, Parish Clerk & County Cllr Andrew Reid. There were 2 members of the public present.

**1. To receive Apologies for Absence**

 There were none.

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

The Chairman and Cllr Read declared a non-pecuniary interest 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** – County Cllr Reid gave a verbal report. A copy of his report had been circulated to all Councillors. County Cllr Reid also reported that Stage 3 of the Sizewell C Public Consultation would commence early 2019 to which he provided further details including the proposals for a 2 village by pass. The Chairman thanked County Cllr Reid for his report.

**District Cllr Ray Herring** – District Cllr Herring was not present. No written report had been received.

**4.** **To approve the draft minutes of the Parish Council meeting held on Thursday 13th September 2018**

 A copy of the draft minutes of the Parish Council meeting held Thursday 13th September 2018 had been circulated to all Councillors prior to the meeting. These were Proposed for **Approval** by Cllr Read, Seconded by Cllr Brown**. 6 in Favour, 2 Abstentions.** 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 13th September 2018**

 Cllr Read reported she was still to order the sign for the Village Hall Play Area.

**6. Parish Clerk’s Report**

 The Clerk reported some amendments were required to finalise the Barclays

Mandate change to which she confirmed she would be completing after this meeting. She suggested it could be beneficial if the Parish Council signed up for Online Banking and it was agreed this matter would be a formal agenda item at the January 2019 Parish Council meeting.

**7. Parish Council Matters:-**

 **7.1 – Parish Council Co-option**

 The Chairman confirmed two candidates had shown interest to date being Jo Cullum and Ben Coulter. It was agreed the Chairman would issue a list of Parish Councillor responsibilities to both interested candidates.

 **7.2 – Matters relating to Highways**

 Cllr Dean reported there were larges holes at the side of the roads near Andy.

 Cllr Bertram stated the High Corner sign had still not been replaced. It was agreed the Clerk would copy County Cllr Reid into any further correspondence sent to SC Highways.

**7.3 – To approve the dates of the 2019 Parish Council meetings**

These dates were **Unanimously Approved** by the Parish Council.

**8. Planning**

 **New Applications**

 **Planning Ref: DC/18/2893/FUL**

Address: The Flight Simulator Building, Building 638, Bentwaters Park

Proposal: Retrospective Application - To convert an empty building into a collection of studios for rent, a recording studio and a venue for arts based performances, exhibitions etc. We will also provide overnight accommodation for visiting artists, musicians and performers.  There will be a functioning kitchen used for the provision of hot and cold food for sale to the public at events, for consumption on and off the premises.

The Parish Council had **No Objections** to this application. No decision has been made by SCDC, to date.

 **Update on existing applications**

Nothing to report

 **8.1 – Enabling Development Update**

 The Chairman reported the meeting due to be held in November 2018 had been cancelled and this was now due to take place on 16th January 2019. He confirmed this meeting would be open to members of the public. The Chairman ***closed the meeting*** to allow a member of the public to comment. The member of the public made some enquires in respect of costs involved with the proposed Enabling Development. He also asked for clarification regarding the Parish Councils procedure for considering any applications received as he felt the proposals may not be the same as originally shown by representatives from the Alde & Ore Estuary Trust. The Chairman thanked the member of the public for his comments and provided clarification and confirmed the Parish Council would support the Alde & Ore Estuary Trust to achieve the necessary flood barriers and confirmed costings were not yet available. The Chairman ***reconvened the meeting.***

 Cllr Bertram asked for details regarding the forthcoming Public Consultation to be held to which the Chairman stated he could not provide any details but advised he would ask Mandy Bettinson for the details in respect of this consultation and as to whom would be organising this event.

**9. Finance**

**Bank Balances as at 30th September 2018**

Business Current Account - £2631.68, Business Savings Account - £1,889.21

**Income received since the last meeting**

SCDC (2nd Half of Parish Precept) - £1422.09

SCC (2nd Half of Play Area Funding) - £885.00

**Payments made since the last meeting**

Jo Jones Salary (Inc. Transparency Code) October’18 - £143.74

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

 Jo Jones (Parish Clerk) Salary & Expenses (inc. Transparency Code) - £143.74

 Cllr D. McGinity – Petrol (Mower) – £51.35

 OneSuffolk (Annual Website Fee) - £60.00

Cllr Jean Dean (Paint and Brushes for Andy) - £176.75

HMRC (PAYE – Jo Jones) - £82.80

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

**11. Correspondence**

  **11.1 – SCDC Boundary Commission SCDC Warding Arrangements**

The Clerk confirmed SCDC were proposing a single-councillor Deben ward comprising the parishes of Butley, Eyke, Capel St Andrew, Boyton, Bromeswell, Sutton Heath, Sutton, Hollesley, Shottisham, Alderton, Bawdsey and Ramsholt.

She also confirmed they were proposing a further single-councillor Rendlesham & Orford ward, comprising the parishes of Blaxhall, Tunstall, Iken, Sudbourne, Rendlesham, Wantisden, Chillesford, Orford and Gedgrave.

The Chairman’s stated he had raised concerns with SCDC that Wantisden would not be within the same ward as Butley and Capel St Andrew to which he gave details.

**12. Any other matters arising**

Cllr Bertram reported there had been objections from members of the public at the recent Suffolk Forum in respect of the proposed Enabling Development scheme as it was felt that local farmers should pay these costs.

 Cllr Bertram reported hopefully Butley Church roof would be re-thatched next June as grants have been applied for to which he gave details. He stated the large hedge at the Church would need looking at and last time that work was carried out to this hedge the costs were split between the PCC and the Parish Council.

**13. Date of next meeting**

The next meeting of Butley, Capel St Andrew and Wantisden Parish Council will be held on Thursday 10th January 2019.

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

8:30pm

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