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 9th January 2020 at 7:45pm in Butley Village Hall**

Present: Cllr D. McGinity (Chairman)

 Cllr R. Bertram Cllr D. Adlam

 Cllr J. Cullum Cllr C. Read

 Cllr J. Dean Cllr M. Ross

In attendance: Jo Peters, Parish Clerk and District Cllr James Mallinder

There were no members 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 Clerk read the following comments received from a local resident:-

I wish to make these valid comments as I am unable to attend tonight’s meeting. Over the last 9 months I have noticed the heavy traffic doubling with HGV lorries along Mill Lane mainly Class 1 HGV’s. As a local resident of Mill Lane and Butley I do understand that certain traffic i.e. tractors and farm vehicles need to make a living and need to proceed in their ongoing seasonal activities, however, my concerns are as follows:-

The speed in which they travel

The speed increase over a short space of time, in some cases on some days one every 1 – 2 hours

The damage they are causing to the road and monthly defects are requiring reporting to SCC which must be to a high cost to the taxpayer

The fact that Mill Lane is a designated Quiet Lane

The fact that a lane that is centuries old was never designed or ever intended to take such traffic

I would also like to make clear being from Suffolk myself that I do feel particularly after speaking to other local residents of Mill Lane that this does need to be ‘nipped in the bud’ before it gets out of hand or a serious accident occurs. Therefore, I would support any action taken against any increased heavy traffic not being permitted to use Mill Lane.

Sleepy Suffolk is renowned with that title due to lanes and villages like Mill lane and Butley and we are lucky to have them. This is why I feel strongly in fighting for this to remain quiet for a tranquil way of life.

**1. To receive Apologies for Absence**

 Apologies were accepted from Cllr Brown.

**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. Cllr Bertram also declared a pecuniary Interest as he is responsible for marketing the sale of the Butley Oyster.

 **(a) To Consider any Dispensations**

 None received.

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

**County Cllr Andrew Reid** – Apologies had been received from County Cllr Reid. No written report had been received.

**District Cllr Ray Herring** – District Cllr Herring was not present. 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. He congratulated the Parish Council on the implementation of their Meet up Mondays and stated he was willing to assist with these events to which he gave details. District Cllr Mallinder gave details regarding the new Recycling Buddies Scheme and reported on the Scottish Power Renewables project and stated that he did not agree with the noise implications of the scheme and urged National Government to step up and look into all the proposed projects within Suffolk as a whole. The Chairman thanked District Cllr Mallinder for his report. The Chairman asked about electric cars being charged at the Village Hall and what charges could be charged to which District Cllr Mallinder provided clarification.

**4.** **To approve the draft minutes of the Parish Council meeting held on Thursday 14th November 2019**

 A copy of the draft minutes of the Parish Council meeting held on Thursday 14th November 2019 had been circulated to all Councillors prior to the meeting. These were Proposed for **Approval** by Cllr Adlam, Seconded by Cllr Read. **5 in Favour. 1 Abstention.** 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 14th November 2019**

 There were none.

**6. Parish Clerk’s Report**

 The Clerk reported the next Joint Deben Ward meeting was to be held and hosted by Butley, Wantisden & Capel St Andrew Parish Council on Thursday 23rd January 2020 in Butley Village Hall. She confirmed that she would send all Councillors an agenda and urged Councillors to attend but confirmed they were not obliged to do so.

**7. Parish Council Matters:-**

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

 The Clerk reported that herself and the Chairman had a beneficial site meeting along Short Walk and The St despite nearly being ran over by a speeding motorist. She confirmed they had identified 2 suitable sites along Short Walk and 1 on the The St for a Vehicle Activated Speed sign to be sited and these had now been sent to SC Highways along with the relevant paperwork. She advised once the sites had been agreed she would then apply for funding for the sign. District Cllr Mallinder offered to assist with the funding for the sign from his Enabling Community Budget.

 Concerns were raised as no notification had been sent in respect of the road closure at Chillesford. The Clerk reported as a result of this road closure the School Bus had come down Mill lane on 9.1.2020 to which Cllr Read also raised serious concerns. It was agreed this matter should be raised with County Cllr Andrew Reid.

 **Flooding** – Cllr Dean reported herself and the Chairman were in the process of flagging up where the worst flooding is occurring in order for this to be presented at the next Joint Deben Ward to be held on 23rd January 2020. Cllr Bertram reported that Church Road towards High Corner was flooding again and Cllr Read stated that Mill Lane is having problems at the Chillesford end due flooding at Pedlars Lane. She also stated the sugar beet lorries could not see where edge of road was and due to this there are trenches at the side of the road which are very dangerous. Concerns were raised again regarding the condition of Mill Lane in general. It was agreed that once the map was complete each Parish Council should write to landowners responsible for the flooding issues.

 The Chairman confirmed that he had written to Andrew Greenwell regarding the state of Mill Lane but had not received a response to date. It was suggested that County Cllr Reid could be asked to assist in engaging with landowners. Cllr Read suggested the Parish Council could apply for Mill Lane to have no HGV vehicles. It was agreed the Clerk should write to SC Highways asking what the Parish Council could do in order to impose a load restriction on Mill Lane due to the damage and the fact it is a designated quiet lane.

 **7.2 – Butley Oyster update**

 Cllr Bertram reported the Butley Oyster is still on the market and a few enquires had been made but no offers received to date. The Chairman thanked Cllr Bertram for this update.

 **7.3 - The new Alde & Ore Community Partnership**

 The Chairman reported on this matter and the correspondence received from Sir Edward Greenwell. The Chairman advised drawings had been compiled and the restructuring of the Alde & Ore is to be implemented to which he gave details and confirmed the Estuary Partnership had now dissolved and the Community Partnership has taken its place. The Chairman suggested as a local resident had shown interest in attending these meetings on behalf of Butley in his view he should be asked to attend. **Action - Cllr Bertram to ask local resident if he would like to volunteer to attend these meetings.**

 **7.4 - England Coast Path from Bawdsey to Aldeburgh – Parish of Butley**

 Correspondence received including maps had been circulated by the Clerk. Following a brief discussion, it was agreed the Parish Council welcomed the proposals in principle and looked forward to receiving the final report.

**8. Planning**

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

None received

 **Update on existing applications**

**Planning Ref: DC/19/4100/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 it was pointed out within the response that no parking on Mill Lane should be permitted and the kitchen /living area did not appear originally and should not be allowed in line with the previous conditions granted. No decision has been made by ESC, to date.

**9. Finance**

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

Business Current Account - £2,887.94, Business Savings Account - £1,848.66

**Income received since the last meeting**

None

**Payments made since the last meeting**

Jo Jones Salary December’19 - £116.66

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

 Jo Jones (Parish Clerk) Salary – January 2020 - £116.67

 HMRC (PAYE – Jo Jones) - £87.60

 Jo Jones (Parish Clerk) Salary – February 2020 - £116.67

 OneSuffolk (Annual Website Fee) - £60.00

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

 **10.1 – To consider and approve the 2020/21 Budget and set the Parish Precept**

A copy of the draft 2020/21 budget had been circulated to all Councillors prior to the meeting. The Clerk provided information regarding the draft budget and the Chairman gave details regarding lack of services from HM Hollesley Bay to which he raised concerns. It was agreed he would continue to keep trying to engage with HM Hollesley Bay in order to request they reengage to carry out work within the local communities. He stated as a consequence the Parish Council may need to purchase a strimmer to which he gave details. It was agreed the Chairman should look into costings for a strimmer. District Cllr Mallinder offered to fund this item from his Enabling Community Budget. On behalf of the Parish Council the Chairman thanked District Cllr Mallinder for his kind offer.

**Approval** for the 2020/21 Budget and for the Parish Precept to be set at £2,814.87 was Proposed by Cllr McGinity, Seconded by Cllr Dean. **All in Favour.**

**10.2 – To carry out a review of the Parish Council’s Standing Orders & Financial Regulations**

A copy of these documents had been circulated to all Councillors prior to the meeting. The Clerk provided details regarding the updates to the Financial Regulations. The Annual Review was carried out and **Approval** was Proposed by Cllr Bertram, Seconded by Cllr Cullum. **All in Favour.** The Chairman thanked the Clerk for preparing these documents.

**12. Correspondence**

 Nothing to report.

**13. Any other matters arising**

Cllr Cullum provided details regarding the meet up 1st Meet up Monday to be held on Monday 3rd February 2020. She confirmed these would be held weekly from 3.30 – 5pm. The Chairman suggested the equipment could possibly be left out and advised he would liaise with the Village Hall Management Committee.

Cllr Bertram asked if the Parish Council would be willing to contribute towards costs to cut the high hedge on the roadside at Butley Church. It was agreed Cllr Bertram should obtain quotations for this work.

Cllr Ross volunteered to be part of the Recycling Buddie Scheme to which District Cllr Mallinder provided information.

Cllr Read asked whom would be responsible if there was an accident on Mill Lane. The Chairman confirmed this would be the responsibility of SC Highways.

**13. Date of next meeting**

The next meeting of Butley, Capel St Andrew and Wantisden Parish Council will be held on Thursday 12th March 2020.

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

8:55pm

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