**Reports from District, County Councillors and Question time for members of the public – Duration time maximum 10 minutes – 2 minutes per person.**

No members of the public were present.

Meeting opened at 7.40pm.

**1. PRESENT** **APOLOGIES**

 Cllr. S Piggott – Chair Cllr M Coney

 Cllr Bob Gibbon

 Cllr A Hollins – Vice Chair

 Cllr F Siddall (7.50pm)

**2. DECLARATION OF INTERESTS** – None

**3. CONSIDERATION OF ANY DISPENSATION REQUESTS –** None

**4. MINUTES OF MEETING:** January 15th 2018

Council Members agreed and signed the Minutes.

**5. MATTERS TO REPORT ON ACTIONS FROM THE LAST MEETING**

The Chair submitted the response as agreed to Planning for DC/17/5306/FUL and distributed the response letter to all councillors.

The Chair received a phone call from Highways to arrange a site visit two days after last PC meeting, this meant that the Chair did not go ahead and submit a complaint. The site visit which took in the whole village happened on January 22nd, the following list resulted:

The Officer noted sites of the signposts we wish to replace.

Officer concerned about issues at Hopkins development, viewed the drainage pipe, grid needs managing was half blocked by debris on the grid. The planned landscaping will not be possible since they need the attenuated drainage system working and accessible for maintenance, tree roots compromise and break the attenuated crates up rendering non- effective – cannot happen.

Officer concerned about the Highways splay, whilst specifications for straight road, because it involves the blind bend on the village side, was hugely concerned and recorded to take back to department to address.

Officer noted the road drains that were blocked and agreed to have them attended to.

Officer noted the state of the pavement outside the Village Hall and logged to be addressed.

Officer noted the broken and uneven pavement on the pound corner bend along the crinkle crankle wall, logged for attention.

Officer agreed to approximate measure and instruct for costings should a pavement on Framlingham Road be considered for the Parish Council to finance, SCC categorically would not.

Following the site visit, the Chair was contacted by Nigel Fernig, Senior Development Engineer, who with another engineer visited the points of concern at Hopkins Development following the reports from the site visit, he explained he would be furthering his concerns and that they concurred with the officer that conducted the site visit with the Chair.

Regarding the plot of land under which the attenuated drains are sited he explained there can be no planting especially trees as the roots compromise the drains and break up the cages, also access must always be available, and he will be discussing this with Hopkins Homes. Nigel Fernig explained there were three attenuated drains in the plot of land between the first house and the road, the two nearest to the house serve the roads within the estate which are not adopted by SCC and they therefore are not their responsibility. The third attenuated drain is their responsibility which takes from the car park and the road. He explained that he has identified several problems relating to both the soakaway and the ditch in addition to the proposed landscaping, which must be resolved.

Nigel Fernig is concerned about the safety splay being insufficient for the speed of vehicles that travel out of the village due to the blind bend. Also, on inspection he explained his serious reservations about the levels at the drop off point that do not appear safe, the layout of the bays do not appear safe and the workmanship poor. Nigel Fernig explained that the parking bay design was not appropriate, he explained that he aimed to hold a meeting with Hopkins Homes and would provide the Chair with an update on the outcome.

The Chair was also contacted a few days on from the last Parish Council meeting by SCC Schools Infrastructure Officer, she apologised for the non-response to the Parish Council letter in June of last year and the following requests for communication. This Officer was concerned about the Footpath positioning for the public and would be following up with colleagues, also the issue regarding the car park and the school users use, also that the school asks parents to park in the road and cordons off within the car park when icy conditions. This Officer will be following up with the Academy and School.

Signposts – WW1 Centenary

Early on an icy morning a vehicle overshot the Kettleburgh junction and flattened the rusty signpost. The Chair spoke to SCC urging them to respond following the site visit, with regards to facilitating the Parish Council to install the WW1 Centenary signposts as quickly as possible. SCC explained they do not maintain signposts due to funding constraints and they do not replace or take away. The flattened signpost remains, and this will need to be raised with SCC when it comes to installing the Centenary signpost.

The Chair persisted and chased for communication regarding the signposts, finally the result came in this will be reported under item 7.

The Chair submitted the return of the Precept application form to SCDC. The increased amount reflects the increased costs which includes that of grass and landscaping for all the areas that the PC are responsible for and the salary to employ an experienced Clerk.

SCDC explained that the 20% increase would result in just over £10 per year increase on community tax bills, which for a Band D property would be £55.57 per year, representing an extra 20p per week.

**6. FINANCE**

6.1 To approve the Financial Statement.

The Financial Statement was approved. With a S17 budget of £100 it was proposed the Air Ambulance and EACH should both be given a donation of £50 – unanimously agreed.

6.2 Following a request from the village hall to support a Royal Wedding fundraising event, it was agreed in principle and subject to further details, that the Parish Council would be willing to support a specific event on the day.

**7. HIGHWAYS**

The Chair chased for communication and was contacted by Mr John Simpson, SCC Highways to discuss the signposts:

It was explained that SCC Highways have no budget to replace or maintain village signposts. In principle there is no problem with the Parish Council purchasing their own signposts, but they needed all the details and specifications should be the same i.e. measurement from ground to bottom of signpost fingers and overall height to below the finial. As SCC has no budget to maintain and repair, if the Parish Council decided to give the licence for maintenance and repair to SCC it would remain as it is, but the Parish Council could agree a licence that allows them to maintain and repair. SCC would provide the licence agreement for this. The Chair has sent John Simpson the details that he requested to further complete their involvement.

**8. HOPKINS DEVELOPMENT**

8.1 Car park design and build quality problems. The Chair said this had been covered in her report and Suffolk County Council are to follow this up with the developer.

8.2 Splay onto Highway. Again, covered in the Chair’s report. Suffolk County Council will be having meetings with Hopkins Homes to address the issues.

**9. PRIMARY SCHOOL**

The new external lighting, approximately 7/8 metres in height with three strong light units attached has been installed along the boundary to the primary school. The car park is owned by Suffolk County Council and is under their jurisdiction with defined conditions in place, including any lighting which must be approved by them. No planning permission has been approved by the Council. Complaints have been received from residents who are finding the installation lights up their properties. (Light pollution resulting from external lighting is within the criteria of ‘statutory nuisance’ under the Environmental Act 1990).

After discussion, it was proposed a letter be sent to the Planning Officer, Peter Thompson at SCDC, requesting this issue be investigated and addressed.

**10. NEIGHOURHOOD PLAN**

STEERING GROUP REPORT

The Launch event proved a successful community engagement exercise. Almost one third of the village attended despite terrible weather on the day.

A caterer for the next community engagement event booked for July 21st has been appointed. The theme will be Prosecco and Canapes. The event will display results of the Questionnaire, and progress of the plan. Having followed up SCC Archaeological Services regarding the finds that resulted from the dig prior to Hopkins estate commencing, the Chair secured attendance at the July event. SCC will man a table of most important finds and display alongside information on all finds, there will be a short film of the dig shown followed by question time. The public outreach exercise is something that the developers were requested to organise by SCC, they have been notified of the arrangements made and will need to fund

the archaeological exhibition. There will also be an interactive exhibition of Historic Information on Easton and the Hamilton family.

Following consultations and meetings with three Market Research Agencies willing to data analyse the Questionnaire, the most suitable was appointed – the company is call Fieldworks Assistance and has worked for Neighbourhood Plans before.

As soon as the draft Questionnaires were finalised and agreed, it went to print. Once printed they were taken to Framlingham Tech Services who administered the mailing out along with blank sealable envelopes for returning. The Questionnaires reached all adult residents on Tuesday 20th February. Collection from addresses started March 10th, respondents had also been offered dropping the questionnaire into the exterior mail box at Oakburn, Harriers Walk. Because of the anonymity, provided door collectors had to go to every door and left an invitation to ring or email the collector if they were not in when the collector called.

The Landscape Character Assessment of the village had to be postponed due to severe winter weather on Saturday 17th March. The consultant will provide instruction and the volunteers on the day will record and photograph the areas required to provide information that will support the NP.

The Government grant monies were credited to the Parish Council bank account in January, all payments assigned within the budgeting and request for this quarters instalment of grant funding must be actioned before its end date of March 31st, the Consultants fees are the only outstanding invoices.

**11. VILLAGE CAR PARK**

Due to bad weather, the concreted area at the car park for the re-cycling bins has been delayed by two to three weeks.

**12. CEMETERY**

12.1 It was proposed by the Chair, that in future new ashes memorial stones should be stood vertical rather than laid down flat. Presently, the grass is growing over existing stones, thereby creating additional work for the contractor and moreover looking unkempt. A suggested plan to be available at the next meeting.

12.2 A plot purchase certificate book to be purchased. Approximate cost £90. To be taken from the Cemetery Reserves Budget – agreed.

**13. PLAY AREA**

The Chair contacted REJB who visited the play area and quoted for repairing the swing cross bar and removal of rotten stepping logs. The Chair requested a breakdown of the quotation but received no response. Following many weeks, the Chair also tried ringing and finally spoke to the secretary who promised this would be arranged but nothing was forthcoming. As so many weeks had passed the Chair went back to NGF Play in Norfolk, who confirmed the quotation of £600 inclusive of vat to repair the cross bar, the quote from REJB was £1,269 which included removing the stepping logs. NGF are willing to come out and repair as soon as they can, weather permitting. The Chair will chase to hope the repair is completed prior to the Easter holidays. It would be more cost effective to arrange for the stepping logs to be removed by local labour.

**14. FOOTPATHS**

Matter reported no response to date. Councillors thought the camera was not wired up but could still act as a deterrent. To be monitored.

**15. PLANNING**

15.1Application: DC/17/5306/FUL **–** Kings Lodge, The Street.

The Chair has spoken to the Planning Officer for the Kings Lodge application. The Officer explained that the reasons that were given for a previous application for Downton Cottage also apply to Kings Lodge and that it could not be supported. It was considered that the porch would be permitted as an individual proposal. The applicant has been advised and that withdrawal was likely. This application has now been withdrawn.

15.2 External Lighting to property – subject to planning permission.

External lighting to property is subject to the Environment Act 1990 and can be deemed as a Statutory Nuisance, local authorities are mandated to act when there are complaints. External lighting mounted on structures such as posts and lamp posts are subject to planning permission.

**16. CORRESPONDENCE**

None received.

**17. ITEMS FOR THE NEXT AGENDA**

Recruitment for additional councillor/s.

**18. DATE OF NEXT MEETING**

May 14th for the Annual General Meeting.

May 25th for the Annual Parish Meeting.

Either July 9th / 23rd

Either September 10th / 24th

Other matters bought up at the end of the meeting: The pre-school have been advised to contact the Chair directly in writing regarding a grant from the CIL monies to install toilets. Discussion followed whether a suggestion box at

Community Events for thoughts and ideas on how the CIL monies could be spent i.e. a shopping list that could be voted upon?

Despite being incorrect, Hopkins Homes are continuing to call their development Earls Meadow. The relevant authority has been advised.

With no further business the meeting closed at 8.40pm.

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Chair Date