

LEVINGTON AND STRATTON HALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON

WEDNESDAY 15th MAY 2019 IN THE VILLAGE HALL AT 7.15 PM

Present: Councillors: David Long, Chairman ('DL'); Julian Mann, Vice-Chairman ('JM'); James Ramsay ('JR'); Andrew Abram ('AA'); David Pryke ('DP'); Parish Clerk: Lucy Buckle ('LB'); District Councillor, Patricia O'Brian ('PO')

• COUNTY COUNCILLOR'S REPORT FROM PO:

Suffolk, like many other local authorities, faces a large increase in demand for placements for a variety of special educational needs and disabilities (SEND). Suffolk's SEND Sufficiency Plan (2018) identified that the number of children and young people with SEND will increase by 18% between 2017 and 2020. This compares to an overall growth in the school age population in Suffolk of 4%.

Working together with parents/carers, education providers, partners and children, Suffolk County Council wants to create more specialist education places.

On Tuesday 23rd April, Suffolk County Council's Cabinet agreed a financial investment of up to £45.6 million to support the development of a number of local specialist provisions. This will enable Suffolk children to have the opportunity to strengthen their roots within their local community.

The £45.6 million investment will create over 800 new specialist education places in the county. This will include three brand new special schools and 36 specialist units attached to existing mainstream schools. A significant number of these specialist units will be opened by September 2020.

Preferred primary school policy

On 16 April 2019, the council reported that it had received 7,505 applications from parents indicating which primary school they would prefer their child to be educated at in Reception for this year.

Over 98.6% of children were offered a place at one of their parents' preferred schools. Some 7,037 children received offers for their first preference school and 7,403 children received an offer for one of their three preferred schools.

New school travel policy

September 2019 sees the implementation of Suffolk's new school travel policy for 5 to 16-year-old children.

Children who will be starting at a new school in September 2019 will be eligible for SCC funded school travel when they live over 2 miles (under 8 years old) or 3 miles (over 8) walking distance from their nearest suitable school that would have had a place available for them.

The new policy is being phased in to protect travel arrangements for children who are already receiving SCC funded school travel under the current policy.

Parents of children who are eligible for SCC funded travel must also now opt-in (apply) **by 31 May** each year so school travel can be provided in the following school year. This is being done because research by the county council has shown that some families, although eligible to SCC funded school travel, do not use their seat.

Suffolk Domestic Abuse Champions Network needs you

The search is on for volunteers to join a network of Champions that will help spread the message of support for those experiencing domestic abuse.

The aim of the Champions is to offer a consistent response to domestic abuse across Suffolk and support which is rooted in the community.

The Suffolk Domestic Abuse Champions Network is looking for people who are passionate about domestic abuse awareness raising and who are motivated to make changes.

The Champions will be provided with free training to equip them with the skills to spread awareness and share information of where to go for support within their organisations and networks. The Suffolk Domestic Abuse Champions Network will offer Champions a variety of support, knowledge, multi-agency links as well as access to training and events.

Champions will be able to recognise the signs of abuse and will be confident in encouraging disclosures of abuse. They will respond in a professional manner, giving people the tools to stay safe and get the right support promptly.

- **DISTRICT COUNCILOR'S REPORT** – None received. The Clerk will contact Richard Kerry and Melissa Allen the newly elected District Councillors and invite them to future meetings.

- **VILLAGE FORUM**

An opportunity for residents to give comments on any issues *on the agenda*. (Per standing orders: Max 15 minutes unless otherwise directed by the Chairman; a member of the public shall not speak for more than 3 minutes).

- The recent results of the elections were noted and that Richard Kerry and Melissa Allen had been elected.
- Eastern Structures building development and the mobile caravan on the verge of the Old A45 was also noted and that there had been no formal response from SCC. The Clerk took an action to follow up.

The formal meeting of the Parish Council started at 7.45pm

1. TO ELECT A CHAIRMAN AND RECEIVE HIS/HER DECLARATION OF OFFICE

David Long was elected as Levington and Stratton Parish Council Chairman

2. TO ELECT A VICE CHAIRMAN AND RECEIVE HIS/HER DECLARATION OF OFFICE

Julian Mann was elected as Levington and Stratton Parish Council Vice Chairman

3. APOLOGIES FOR ABSENCE – John Bailey due to health reasons

4. CODE OF CONDUCT & DECLARATIONS OF INTEREST

No declarations where made.

5. TO ELECT COMMITTEES, OFFICERS, LEAD COUNCILLORS & CO-OPTION TO COUNCIL

The attached list was reviewed and lead names added to committees.



David Long suggested that a local resident might be interested in taking up the position of the footpath officer and he would ask her. It was agreed that there was no reason that a committee officer needed to be a member of the Parish Council.

6. TO SIGN AS A CORRECT, RECORD THE MINUTES OF MEETING OF 6th MARCH 2019:

The minutes were approved and signed by David Long (Chairman)

7. MATTERS TO REPORT FROM THE LAST MINUTES (not covered elsewhere on the agenda) - None

8. PLANNING MATTERS

- a) Stationing of mobile caravan and decking for cafe use (A3) including change of use of land. - TS Bar Lay by Felixstowe Road Levington Suffolk Ref. No: DC/19/1692/COU | Received date: Wed 24 Apr 2019 | Status: Pending Consideration | Case Type: Planning Application

Background: The Clerk has reported the structure to SCDC planning enforcement officer for investigating as the Mobile Home, Food Van/Café and Toilet all in a layby appear to be effectively permanent structures and do not as far as the PC is aware have the necessary planning permissions. Permitted developments rights granted by the Planning (General Development) Order 1933, Part 4 – Temporary Buildings and Uses, Class B relates to ‘the use of any land for the purpose for not more than 28 days in total in any calendar year....and the provision on the land of any moveable structure for the purpose of the permitted use’. The food van has been on the exact same location for many months, along with the toilet, and the deck structure alongside the mobile home suggest it too is intended to remain permanently. This is clearly in excess of the 28 days mentioned in the legislation. The Parish Council have a meeting on the 20th May to discuss the planning application. The status of the land is agricultural and the concern was that the planning application seeks to change this status. It was also noted that the scrub land where the caravan sits is owned by Eastern Structures.

- b) Eastern Structures’ site, although the planning application never mentioned the name of this company, there is now an earthenware concrete reinforced bund along the perimeter with the Old Felixstowe Road and lay-by. This makes vision onto the site very difficult. However, it has been noted that large plastic pipes seem to be stored on site. The Clerk has referred to the opinion of the Planning Enforcement Officer to conform compliance with conditions of the planning approval.
- c) Single Storey Extensions & Alterations - Two Hoots Bridge Road Levington Suffolk IP10 0NA Ref. No: DC/19/0817/FUL | Received date: Mon 25 Feb 2019 | Status: Pending Consideration | Case Type: Planning Application. The Parish Council planning meeting meet with no objections to this application – awaiting decision from East Suffolk Council.

- d) Cllr JB has raised at previous meetings the suggestion that we add to the procedural checklist for considering planning applications. It was agreed that as JB was not at the meeting that the list would be reviewed at July's meeting and then a decision could be made if to formally adopt.

9. FINANCE

- a) Bank balances at 31 March 2019 (reconciled to bank statements):

- Current account: £19,473.29;
- Deposit account: £7,086.98.

(To note the Clerk is working on setting up a separate account with Barclays for the Solar Farm Funds of £15,000)

- b) Income since last meeting:

- £5 from paper box
- £4,379.50 from Precept

- c) Income anticipated before next meeting:

- None expected

- d) Payments made since meeting & approved at that mtg and/or budgetted:

- Salary for LB for Nov & Dec £502.08;
- HMRC £303.34;
- SALC payroll £27;
- Trimley St Martin Clerk donation £200
- Nov newsletter and stamps £106.93;
- Village Hall hire £300
- Microwave for Village Hall £580.80
- SALC subs £134.87

- e) Payments due to be made before next mtg requiring approval:

- Lucy Buckle's March and April Clerk's salary £718.96 weeks homeworkers allowance £64
- Dog Bags £15
- Information Commission Office £40
- Cllr IA Ian (as a current Councillor) has asked if we would make a financial contribution to the Salvation Army as it supported the fire brigade when tackling The Ship Inn fire. The PC do have a policy (unwritten) of not making donations to voluntary organisations and it was formally agreed that this would continue to be the case.

Newsletter Subscription:

The Parish Council discussed the cost to subscribers for future village newsletters, up until now the charge for subscribers was £6.00 a year for 6 issues. Due to potential printing costs increases and the increase in postage it was decided that the yearly subscription should now be set at £8

10. SO/RISK REG/FINANCIAL REG/INTERNAL CONTROL REVIEW –

The risk register and statement of internal controls was approved for 2019 and documents attached for reference:



RISK REGISTER May
2019.xls



System of Internal
Control Statement - Iv



Model Standing
Orders 2019.docx

As there has been an update to the Model Standing Orders the Finance Advisory Group would hold a separate meeting to review in detail and at the next meeting in July would seek formal adoption.

11. NEW COASTAL ACCESS REVIEW OF PLANS - Shore Lane to Levington

Natural England's England Coast Path team is currently working with Open Access colleagues on the planned new coastal access rights from Shotley Gate to Felixstowe Ferry and also along the Orwell estuary. Specifically, they are looking at where Natural England should use its powers to exclude new coastal access rights from areas of salt marsh and flats within the coastal margin, where such land is unsuitable for general public access.

They now want to share their current thinking on where they might use such exclusions around Orwell Estuary. To help them understand the local circumstances and they would greatly appreciate the view of Levington and Stratton Hall Parish Council on their initial thinking (by the 20th May).

The Parish Council debated if it would be workable to allow bait diggers and not the general public in the designated restricted areas. It was also unclear how this would be enforced and who would enforce it? The Clerk took an action to contact the Natural England Footpath Team for clarification.

12. INNOCENCE FARM UPDATE

A cross boundary group meeting is being scheduled for May and there has been a request from KATCAG for assistance in funding the services of a barrister (the cost of the engagement was estimated by KATCAG at approx. £25,000.) The Parish Council agreed that they would not be contributing or providing any donation towards a barrister due to the Parish being small in nature with limited funds.

13. HIGHWAYS – LEVEL CROSSING WORKS

The Clerk updated that she had a meeting with Megan a SCC network coordinator, and she will be the Clerk's contact for when the level crossing works take place and if any issue arise during the closure.

It has been agreed:

- 1) signage at top and bottom of the village with the wording " NO ACCESS FOR HGVs"
- 2) signs in Nacton stating that Levington and Stratton Hall closes for access
- 3) SCC to put pressure on network rail for the gatemen to be there 24hrs rather than 12hrs

The Clerk also raised the issue that there were potential plans for Bridge Road to be closed for resurfacing during this time. It has now been confirmed that Suffolk Highways had planned to carry out works at this location for resurfacing under Temporary Obstruction 15-minute delay (TO15), this is not a road closure but a form of traffic control where by the road can be temporarily obstructed to enable safe working, this must be lifted after 15 minutes from when the first vehicle is delayed or as soon as the works are completed. Suffolk Highways have proposed to carry out these works on 11th June, however now notified SCC have asked that the resurfacing is reschedule to avoid the level crossing works as this would obstruct the diversion route. They are awaiting revised dates from Suffolk Highways

14. PROJECTS

- Notice board at Red House Farm - This board had been removed temporarily while the Vincents carry outwork to the entrance to their farm. As of writing the site of the board is not yet ready for it to be erected.

15. CLERK AND VACANCIES UPDATE

The Clerk has engaged the services of Opus People Solutions, an agency that has been recommended via SALC to seek a replacement for her. A note on the vacancy will also be put in the next village newsletter. The Parish Council gave thanks to Lucy for her continued work.

16. CORRESPONDENCE

The Clerk's understanding is that Cllrs no longer wish to have the list of correspondence recd & sent. To note that Cllrs are sent all communications received by the Clerk unless clearly not relevant eg adverts for street furniture.

17. REPORTS FROM COUNCILLORS AREA OF REPOSNSIBILITY

a. **Tree and Church field warden**

Nothing to report

b. **Village Hall**

No meetings held & nothing to report, next meeting to be held in June.

c. **Sir Robert Hitcham's Almshouses**

Nothing to report.

d. **Public Transport**

The current 163 village bus contract with Suffolk Norse came to an end at the end of March but was extended to the end of April 2019.

It has been noted the bus drivers have not been made aware of what is happening for the upcoming future. A contact at SCC advises that he is sorry about the uncertainty regarding the future of the 163 service. The decisions are being taken at high level within Suffolk County Council. However, he does confirm that at the moment the service will continue until Friday 26th July 2019. This is because it is the last week of school term. The same bus transport pupils to and from Bucklesham Primary School and Kesgrave High School in the morning. There is another meeting at SCC later in May and more details about the future of the 163 beyond July 2019 should be known after that.

The Clerk has written to the County Councillor to make her aware of the importance of this service to the village and if she could raise at 'high level' at SCC.

e. **Coast & Heaths & footpaths**

See Item 11

f. **Nacton School**

Regular newsletters continued to be received during term time.

- g. **SALC**
Nothing to report

- h. **Port Liaison Group**
Latest meeting minutes circulated and attached:

FINAL Minutes -
LALC 02 April 2019.doc

Next meeting is in Oct 2019

- i. **Police/SNT:** Nothing to report.

Formal Meeting of the Parish Council ended at 9.05pm

VILLAGE FORUM (Opportunity to raise issues not necessarily on this agenda)

A local resident raised that the drift top path is often waterlogged and he questioned if this due to a fence that was erected by Suffolk Coastal Path to protect nesting birds. He asked if there was any regular survey on how many birds populations nesting in this area? The Parish Council said that they had not received any information and that it maybe more beneficial if this question was directed to the Coast Path Team.