

LEVINGTON AND STRATTON HALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING IN THE VILLAGE HALL HELD ON

2nd March 2022 at 7.15 pm

Present:

Cllr David Long (Chairman)
Cllr Julian Mann
Cllr David Pryke
Cllr John Bailey
Cllr Andrew Abram
Parish Clerk Angie Buggs
Cllr Michael Richardson East Suffolk Council
PC Rachael Partridge
8 members of the public

COUNTY COUNCILLOR'S REPORT

Cllr Patti Mulcahy – no report

DISTRICT COUNCILLORS' REPORT

Cllr Michael Richardson – verbal report
Cllr Richard Kerry – no report

VILLAGE FORUM

An opportunity for residents to give comments on any issues on the agenda. (as 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).

Cllr D Long welcomed Pc Rachel Partridge and thanked her for attending. Rachel explained that she was a Community Engagement Officer for Felixstowe and Woodbridge and works within Safer Neighbourhood Team. Rachel said that part of her role was to engage with the local community and feedback problems to the team.

Speeding in the Village

Rachel explained that there is a Community Speed Watch Scheme which the village can take part in. Local residents identify the problem areas (Bridge Road and Church Lane). These areas would be Risk Assessed by her and if it was decided to go ahead a team of local volunteers would be set up to manage the scheme with a co-ordinator. Suffolk Police provide the equipment such as a speed gun etc and volunteers would be covered under Suffolk Police Insurance. The data is gathered and fed back to Suffolk Police to carry out vehicle checks on speeding offenders. If a vehicle is picked up speeding three times the registered keeper is contacted. If the warnings are not heeded a Police Officer will visit and then further action will be taken and possibly a fine will be incurred.

Cllr A Abram asked whether the police have any jurisdiction over dirt tracks. Rachel stated that she could visit and do some assessments to find out whether the track in question would be suitable for police action.

Rachel said that another option was to locate Speed Indicator Devices (SIDs). Suffolk County Council may be able to loan a SID to the Parish Council for testing purposes. It was noted that 20mph road signs are advisory only and not mandatory. Rachel said that she would carry out a Risk Assessment and part of that assessment would be to determine the suitability of the road for the location of a SID. Cllr D Pryke expressed the view that Church Lane did not conform to the standards required to install a SID. Concerns were expressed about the link road between Stratton Hall and Trimley St Martin, especially due to the possibility of heavier vehicular use following the major residential developments in the area between that parish and Felixstowe. **Action: Clerk**

Fly Tipping and Litter

Cllr D Long thanked the residents who regularly collect litter in the villages. It was stated that there is a lot of fly tipping in Stratton Hall Drift and also a problem in the local laybys. Rachel stated that if a member of the public can gather evidence in the form of registration numbers and photographic evidence this should be reported to the Suffolk Police and East Suffolk Council as both investigate fly tipping. Fly tipping should be reported at every opportunity. Rachel stated that CCTV equipment can be installed but the lighting and visibility needs to be good. Rachel said that if anybody is having rubbish collected, they should always ask to see the paperwork of the waste carrier. A request was put forward to locate waste bins in the Creek Car Park and on Church Field. There was a general opinion these might add to the rubbish problem. It was agreed that the Clerk should contact East Suffolk Norse to determine the frequency of emptying the bins and the possible costs. A suggestion was made about locking the gate at the Creek car park. This is Marina owned land and had been tried before and failed. There is an unsustainable commitment to lock and unlock the car park every day. The lock and gates were severely damaged a few times and the owners of the Marina are unwilling to consider this option again.

Anti-Social Behaviour / Drug Taking Debris

Rachel said that the Police had received several months of reports of anti-social behaviour in the form of cannisters. Residents should report the use of cannisters either to Suffolk Police or East Suffolk Council to enable us to plot where the cannisters are found. Rachel pointed out that it is not an offence to be in possession of cannisters which can be easily bought in large packs however it is illegal to sell them. Rachel pointed out that if the Police are made aware of it they can do something about it. There is an anti-social meeting held in Felixstowe every month but it does also cover rural areas.

Sarah Gregory stated that Rachel has provided some useful information and she made the suggestion that it would be useful to gather the views of the whole village. Cllr D Long said that the Parish Council would produce a summary of the meeting and ensure that a copy is provided with the next Parish Newsletter.

The formal meeting of the Parish Council started at 7.30 pm.

18.22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Patti Mulcahy.

19.22 CODE OF CONDUCT & DECLARATION OF INTEREST

No declarations of interest were received.

20.22 TO DISCUSS ANTI SOCIAL BEHAVIOUR IN THE VILLAGE

Speeding

Cllr D Long thanked PC Rachel Partridge for coming to the meeting and also Sarah Gregory for sending details of SIDs to the Parish Council. We have also been talking to a neighbouring parish about their experiences of using SIDs and analysing the data. Cllr D Pryke said that it would be useful to have a SID on loan from Suffolk County Council Highways before purchasing. Cllr D Long said the Parish Council would ask Rachel to come and survey the possible sites. **Action: Clerk**

Drug and Anti-Social Behaviour

Cllr D Long said that residents need to be made aware of the importance of reporting instances of drug use which would be brought up at the Anti-Social Behaviour Meetings which takes place in Felixstowe. **Action: Cllr D Long / Clerk**

Fly Tipping and Litter

Cllr D Long expressed thanks to those residents who regularly pick up rubbish. There was a request that the car park at the Creek should be locked. It is private land and we have spoken to the landowner who is not prepared to lock the car park due to past experiences of people vandalising the gates. We have also received a request to locate waste bins on Church Field and at the Creek. It was agreed that the Clerk should contact East Suffolk Norse and ask whether the bins would be emptied, how often and any cost involved. **Action: Clerk**

21.22 TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE 19TH JANUARY 2022

The minutes of the Parish Council Meeting held on the 19th January 2022, which had previously been circulated, were approved, and signed as a true record by Cllr D Long (Chairman).

22.22 MATTERS TO REPORT FROM THE LATEST MINUTES (not covered elsewhere on the agenda)

07.22 To discuss the disruption to the village caused by Orwell Bridge Closures

At the last meeting the Parish Council had agreed to arrange a meeting with Cllr Mick Richardson, Nacton Parish Council and the Julian Ditcham Police Sergeant for Roads Policing and Firearms Operations Unit, David Chenery Suffolk County Council Highways. Unfortunately, the Clerk had been unable to contact the Police Officer concerned having tried to contact him on several occasions. It was agreed that the Clerk should escalate her request. **Action: Clerk**

Village Forum

At the January 2022 Cllr D Pryke reported the issue of flooding at several places around the village. Cllr D Pryke said that he would take photographs and send to the Clerk so the problems can be reported to Suffolk County Council Highways. He said that whilst a start had been made, the generally dry weather had prevented this task being completed yet. **Action: Cllr D Pryke / Clerk**

23.22 FINANCE

a. Income since last meeting

None

b. Expenditure to be agreed at this meeting

Mrs A J Buggs Salary and Expenses Jan/Feb 2022	£728.42
Hadley Marquees – Deposit for Marquee Queen’s Jubilee (covered by grant from Locality Budget Suffolk County Council)	£250.00
Tuddenham Press – Newsletters	£108.00
Mr T Rose – Village Sign Repairs	£11.74

One Suffolk – Website	£60.00
Village Hall – Hire	£350.00
HMRC – Tax/NI	£167.97
c. Bank Balances at 31st January 2022	
Community Account	£23,923.14
Premium Account	£7,954.28

The Parish Council noted the bank balances as at the 31st January 2022 for both the Community Account and the Premium Account.

Cllr A Abram proposed, seconded Cllr D Pryke that the above expenditure is approved – all in favour. **Action: Clerk**

24.22 TO DISCUSS QUEEN’S PLATINUM CELEBRATIONS

The Chairman offered a vote of thanks to Ali Bailey and her team for organising the event and providing the Parish Council with extensive notes before the meeting. Cllr J Bailey said that Ali had expressly asked for the Parish Council to answer a number of questions which were outstanding.

- 1. Decision re number of first aiders for Sunday, 5th June Street Party.**
Following discussion, it was agreed that first aiders should be provided by St John’s Ambulance.
- 2. Permission to remove horizontal bars on fence where screwed in so that we can link street and church field.**
Parish councillors agreed that the horizontal bars could be removed.
- 3. Still awaiting confirmation of street closure approval?**
The Clerk reported that an application had been submitted to Suffolk County Council however no feedback had been received. It was agreed that the Clerk should contact Suffolk County Council. **Action: Clerk**
- 4. Residents who have lived in the village since 1952; check and add to list.**
It was agreed, to consult with Louise Mann the Village Recorder, to add to the list of invitees anybody who had lived in the village since 1952. A notice to be placed in the next Village Newsletter to ensure nobody is missed.

Additionally, it was agreed that Mr & Mrs Stalker, the Parish Clerk, also Cllr Patti Mulcahy Suffolk County Council and Cllr Michael Richardson East Suffolk Councillor for their support with funding should be added to the list.
- 5. Risk Assessment: preparation by PJ team or Parish Clerk?**
It was suggested that the Risk Assessment for the previous event could be updated.
- 6. Should we register Street Party on official PJ website?**
The Parish Council debated whether the street party should be registered. However, it was pointed out that it is not a public event and it could encourage people from outside the village to attend therefore it was decided not to register.

25.22 COMMUNITY GOVERNANCE REVIEW

Cllr D Long reported that the Parish Council has until the 1st April 2022 to put forward any comments they would like to make.

East Suffolk Council has resolved to undertake a Community Review (CGR) of the whole of the district. The Council has a duty to keep parish arrangements under review.

In undertaking the review, East Suffolk Council will be guided by Part 4 of the Local Government and Public Involvement in Health Act (2007).

Section 81 of the 2007 Act requires the Council to publish its Terms of Reference for the review which clearly sets out the focus of the review.

A Community Governance Review is a legal process whereby Principal Authorities (East Suffolk Council) can consider the following:

- Creating, merging, altering or abolishing parishes.
- The naming of parishes and the style for any new parishes.
- The electoral arrangements for parishes, eg the ordinary year of election, council size, the number of councillors to be elected and parish warding.
- Grouping of parishes under a common parish council or de-grouping parishes.

In considering proposals for change, the Council will take the following into account:

- Parish Status (Council or Meeting).
- Parish boundaries.
- Council size.
- Group of parishes.

It was agreed that the Parish Council's response should be 'no change'. **Action: Clerk**

26.22 TO DISCUSS FOOTPATHS

The Clerk had previously circulated the notes of the informal meeting held on Friday, 11th February 2022 when the issue of cycling on footpaths was discussed. Cllr D Pryke said it had been beneficial to have the meeting but was disappointed that Martin Williams Area Rights of Way Manager Suffolk County Council declined the invitation to attend the meeting. A sign is required at the Nacton Picnic Site which is the entry point to the coastal path and it was left with Brian Hunt Chairman Nacton Parish Council to discuss this with Nacton councillors. The two landowners who had been present at the meeting were very positive. It was agreed that Cllr J Mann, Cllr D Pryke and Ms Louise Overbury should work together to suggest customised signs relevant to various locations and report back to the Parish Council. These suggestions could then be discussed with the landowners. **Action: Cllr J Mann / Cllr D Pryke / Ms Louise Overbury**

27.22 TO DISCUSS THE RENOVATION OF THE VILLAGE SIGN

Cllr D Long reported that the village sign had been taken down to renovate. He said that we have Tom Rose to thank for renovating the Ship and Stephen Rackham for renovating the iron work. We are currently awaiting the delivery of a new post. When the post has been delivered, we will then re-erect the sign. **Action: Cllr D Long**

28.22 ADOPTION OF POLICIES AND PROCEDURES 2021/2022

a. Asset Register

Cllr D Long stated that the updated Asset Register had been circulated to councillors before the meeting. Cllr J Mann proposed that the Asset Register be adopted, seconded Cllr J Bailey – all in favour. **Action: Clerk**

b. Financial Regulations

Cllr D Long stated that the heading on the Financial Regulations had been customised for Levington and Stratton Hall Parish Council. Cllr D Pryke asked whether the NALC heading could be removed. Cllr A Abram proposed that the Financial Regulations be adopted, seconded Cllr D Pryke – all in favour. **Action: Clerk**

c. Internal Control Statement

Cllr D Long stated that the Parish Council was required to nominate a councillor to carry out bank statement reconciliation checks and complete the Internal Control Check List. It was agreed that Cllr J Bailey would carry out these tasks on a yearly basis. Cllr D Pryke proposed that the Internal Control Statement be adopted, seconded Cllr J Mann – all in favour. **Action: Clerk**

29.22 PLANNING

a. Planning Report

The updated Planning Report had been circulated by the Clerk.

b. DC/22/0286/FUL 2 Seabridge Cottages Stratton Hall Drift Stratton Hall Suffolk IP10 0LW

Retrospective Application – Existing built annex building, has had a side extension built on, there was an existing structure of similar scale which had become dangerous and required demolishing. The new structure is subservient to the main structure in scale and design.

PC Comments: No objection

ESC Comments: Approved

c. DC/21/4413/FUL Eastern Structures - Change of use from former agricultural to mixed use of B2 and B8 Part of Land South Side of A14 Felixstowe Road Levington Suffolk IP10 0LT

Cllr D Long reported that the Clerk had emailed East Suffolk Planning regarding when a decision on the Eastern Structures planning application would be made but had not received a reply. **Action: Clerk**

30.22 SIZEWELL C

a. The Planning Inspector has passed his recommendations on to the Secretary of State. The Secretary of State has until the 25th May to make a decision on whether he will consent to the building of Sizewell C.

b. An email has been received from Andy Mower Senior Manager – Community Relations Sizewell C stating that if consent is granted Sizewell C is well positioned to deliver on its commitment to maximise the benefits of the project for the communities of East Suffolk, while minimising the impacts of construction. Sizewell C are particularly keen to speak to Parish Councils about the project's Deed of Obligation, which outlines how the project

would deliver on its community commitments and includes much information that will hopefully be useful to the council – such as the arrangements for the £23 million Community Fund and the traffic and transport enhancements that would be implemented. Cllr J Mann said that he felt it would be useful to meet with Sizewell C to talk about the Freight Management Facility (FMF). Councillors agreed to reply to Andy Mower stating they would like to meet with the Community Relations. **Action: Clerk**

31.22 CORRESPONDENCE

All relevant correspondence has been forwarded to councillors.

32.22 REPORTS FROM COUNCILLORS

a. Tree and Church Warden

Cllr D Long reported that Neil Bixby has pruned the Bramble Bush. It is now bird nesting season but further work could be undertaken later in the year.

b. Village Hall

A meeting of the Village Hall Trustees was held on the 22nd February 2022. There will be no increase in the cost of hiring the hall. The Trustees were asked whether they would be prepared to be a host site if a deliberator was purchased. The person who was willing to fund the project has indicated he is still willing to do this. The only cost to the Parish Council would be the cost of installation, electricity and replacing the rechargeable battery. Cllr D Long was asked whether the funder wanted to remain anonymous. **Action: Cllr D Long**

c. Sir Robert Hitcham's Almshouses

Report from Ian Angus

The new double-glazed windows have now been fitted: they look very smart and the residents are very pleased with them.

Over the summer months the concrete render on the courtyard side of the houses is going to be replaced with breathable lime plaster in a two-stage process. The cement will be chipped away in the early summer; the walls will then be given time to breathe during the hot summer months and the lime plaster will be added in the late summer / early autumn.

d. Public Transport

Cllr J Mann reported that the bus is running well however the bus service appears to be underutilised. The Operations Manager Russ Smith at First Buses is leaving to go to a new depot. I have written to Russ Smith asking who his successor will be. **Action: Cllr D Mann**

e. Coast & Heath and Footpaths (CHF)

Please see Minute 26.22 above.

Cllr D Pryke reported that the boardwalk at the rear of Red House Walk has been damaged due to cattle walking across it. Photographs to be sent to the Clerk to enable her to report it to Martin Williams Area Rights of Way Manager Suffolk County Council. **Action: Cllr D Pryke / Clerk**

f. Nacton School

The Parish Council noted the report received from Nacton School.

g. SALC

Cllr D Long reported that the next area meeting will take place on the 17th March via Zoom. The Parish Council have heard today that the National Joint Council for NJC have agreed a pay increase of 1.75% effective from the 1st April 2021 to the 31st March 2022. Cllr D Long proposed that the pay ward is accepted and put into effect as soon as the new pay scales are received, second Cllr J Mann – all in favour. **Action: Cllr D Long / Clerk**

h. Port Liaison Group

No Port Liaison Group meeting has been held since the last Parish Council Meeting.

i. Police/SNT

Cllr D Long reported that an SNT meeting was held on the 22nd February 2022.

33.22 DATE OF NEXT MEETING

Wednesday, 4th May 2022 Annual Parish Council Meeting in the Village Hall

Wednesday, 18th May 2022 Annual Parish Meeting in the Village Hall

The Chairman closed the meeting at 8.41 pm.

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

- a. Ian Angus suggested someone who may be able to check the Risk Assessment for the Queen’s Platinum Jubilee celebrations.
- b. Ian Angus suggested the name of a past Parish Clerk who could be invited as a guest to the celebrations, and a past resident.
- c. Ian Angus suggested that thought be given to funding a passageway from the railway bridge towards the village when meeting with Sizewell C.

Signed..... Date

Angie Buggs
Clerk to Levington and Stratton Hall Parish Council