

Nacton Parish Council

Draft minutes of the Parish Council Meeting on Wednesday 27 March 2024 starting at 7.00 pm

Present:

Parish Councillors: Cllr. B. Hunt (Chairman), Cllr J Mumford, Cllr. A Eaton, Cllr. S Godden, Cllr. E Wilson, Cllr. J Leeder, Cllr. P Warner

Mrs C Lucas (Clerk) Mr B Mansfield (RFO)

Cllr. P Mulcahy (SCC) Cllr. M Ninmey (ESDC)

Agenda Item	Context/Discussion	Actions and Decisions
1. Apologies for absence	Cllr. S. Baalham had a family commitment. Apology accepted. No apology was received from Cllr. Hatfield, Cllr Hunt to contact him.	Action: Cllr. Hunt to contact Cllr. Hatfield regarding absence
2. Declarations of interest	Cllr. Eaton declared an interest in planning application DC/24/0352/FUL as it is within close proximity to his property.	
3. Invitation to public to comment on agenda items	None	
4. Minutes and actions of meetings	Previous minutes from the 10 th of January 2024 were agreed upon as a true and accurate reflection and signed by the Chairman.	
5. Chairman's update	<ol style="list-style-type: none">1. The Defibrillator has had its annual service2. Thank you to everyone who contributed to the recent newsletter. Thank you to the clerk for creating it. There is a decision to be made with producing paper	Action: Clerk to add an agenda item to the next meeting to decide on

	<p>copies going forward – to add as an agenda item for the next meeting.</p> <ol style="list-style-type: none"> 3. The new village sign has been erected. The base could do with something around it to make it more aesthetically pleasing. To decide if it is to be a brick or wood surround to fill with plants. Cllr. Hunt thanked Cllr. Mulcahy for the money to purchase the cement for the new village sign. 4. The new grit bins are in place but the old ones still need removing. Cllr. Warner offered the use of her trailer so Cllr. Warner and Brian Mansfield to arrange a slot at the tip and dispose of them. 	<p>paper copies of the newsletter going forward</p> <p>Action: Agenda item for next meeting to look at quotes for the bottom of the village sign.</p> <p>Action: Cllr. Warner and the RFO to arrange disposal of the grit bins</p>
<p>6. Planning applications</p>	<p>Ref. No: DC/24/0352/FUL Validated: Thu 08 Feb 2024 Status: Awaiting decision</p> <p>Ref. No: DC/24/0449/FUL - Councillors had asked this planning application to be added to the agenda even though it is officially out of the parish. Cllr Ninmey commented on this planning application stating that it sets a precedence for large quantities of containers to be kept on farmland spreading geographically from the Port of Felixstowe to the countryside.</p> <p>Discussion took place around reviewing the local plan. Cllr Eaton asked Cllr. Ninmey what time scales there are around this. Cllr. Ninmey replied that the local plan is due for renewal in approximately a year.</p>	<p>Action: Clerk to email objections regarding planning application Ref. No: DC/24/0449/FUL</p>
<p>7. Reports</p>	<p>7.1</p> <p>County Councillor Patti Mulcahy gave an update on the bus route that serves Nacton as it is stopping due to underutilisation. Cllr. Hunt commented that the bus route was set up for failure due to the operating times – bus out at 10 am returning at 1 pm. Cllr. Mulcahy said that the replacement (that costs the same as the bus service) should be</p>	

	<p>more flexible for users because it will run more 'on demand'. You will be able to call to book and it will be run by mini vans. Cllr. Mulcahy is in the process of getting leaflets together to advertise this new service. Cllr. Mulcahy did however explain that the 975 school service is open to the public. It is a route that runs from Felixstowe to Kesgrave High School and it tracks school hours and term times (departing Nacton village at 7.45 am returning when the school finishes in the afternoon). This service links up with other bus routes and goes through Martlesham which is a hub for shopping.</p> <p>Cllr. Mulcahy updated councillors on discussions taking place regarding the A12 infrastructure ahead of Sizewell C being built. A consultation will soon be taking place however works are due to start in 9 months time.</p> <p>Flooding under Nacton bridge was mentioned and there appears to have been some handover issues between contractors. Cllr. Hunt highlighted the need for depth markers on either side of the road under the bridge – Cllr. Mulcahy to try to arrange for these to be purchased.</p> <p>Cllr. Mulcahy was also made aware by all councillors of a dangerous give way sign near the bridge that is almost falling into the road. Cllr Mulcahy to investigate as a matter of urgency.</p> <p>Cllr. Mulcahy also told councillors that she is supporting the funding of the tree at Nacton Village Hall.</p> <p>7.2 District Councillor</p> <p>Cllr. Ninmey asked councillors to consider changing the date or day of the week of some parish council meetings due to clashes with ESDC full council meetings.</p> <p>Cllr Ninmey updated councillors on local activity and meetings he has recently attended.</p> <p>Cllr. Hunt asked Cllr. Ninmey if there is any update on the development opposite the</p>	<p>Action: Cllr. Mulcahy to investigate depth markers for underneath the bridge and an urgent inspection of the broken give way sign.</p>
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	<p>crematorium. Cllr. Ninmey stated that once the local plan is agreed objections cannot be made. Cllr. Wilson said that the category for use on the outline planning application is different to what has been agreed in the local plan.</p> <p>7.3 Village Hall</p> <p>A report was received and circulated to councillors. Questions were raised regarding who owns the village hall. Cllr. Warner believes that the land the village hall occupies is owned by the Estate.</p> <p>7.4 Tree Warden</p> <p>An Almond tree has been sourced, planted and guarded in place of the dead tree at the eastern end of the nut and fruit selection. This appears to have struck well as it has recently blossomed.</p> <p>A parishioner recently donated 40 Yew Saplings 7 of which have been planted and guarded with scavenged second-hand guards from the Estate woodland with their permission.</p> <p>Pauper's Burial Wood.</p> <p>Another 20 of these Yews have been planted and guarded in the Pauper's Wood. The majority along the border with the Estate land at the western end.</p> <p>The path through the wood has been walked and cleared of debris on several occasions.</p>	
<p>8. Finances</p>	<p>8.1 – Payments agreed:</p> <ul style="list-style-type: none"> • Village Hall Hire 27-03-24 = £35.00 • Clerk Salary Apr-24 (£286.65) and May-24 (£286.65) • Clerk expenses (mileage – 2 trips to the noticeboards) £10.17 	

- RFO Salary Apr-24 (£96.12) and May-24 (£96.12)

Total £810.71

1. Payments made since last parish meeting:

- E Jacobs & Sons (village sign) £3,744.00 (authorised on emails 7-Mar-24)
- Kesgrave Aggregates (village sign base) £283.08 (previously agreed in Meeting)
- Seal Calibration (Defibrillator test) £154.80 (previously agreed in Meeting)
- Glasdon (2x grit bins) £431.33 (authorised on emails 31-Jan-24)
- Paul Tattersall (wine – thank you) £6.00 (de minimis value)

Total £4619.93

The RFO gave an update on the balance of the current account (£5324) and reserve account (£19343). Prior to the meeting the RFO had sent around an email with a spreadsheet attached. Going forward all items that were agreed at the beginning of the year when the budget was set will automatically be paid. Anything in addition to this approval will be sought by email or at a meeting. All councillors **agreed** to this going forward.

The RFO told councillors his preparation is well underway to get everything to the auditor at the end of April to ensure everything is received back in time for the AGM in May.

CIL money has mostly been allocated now – the Information Board and the new gate agreed for Victoria field will take up most of the remaining CIL money.

The RFO spoke to councillors about a request from the clerk for a new noticeboard

	<p>outside the shop as the one there is extremely old and is difficult to lock due to the warping of the wood. Cllr. Wilson asked if there was a need for a board in the part of the village. Cllr. Warner said that people do use it. Discussion took place regarding the land the board is situated on being owned by Cllr. Warner and what would happen if she moved. It would need to be a board that could be moved should this situation ever arise in the future.</p> <p>Agreed to get a quote for a new noticeboard and submit at the next meeting.</p>	<p>Action: Clerk to obtain quotes for the next meeting for a new noticeboard</p>
<p>9. Parish documents</p>	<p>9.1 Emergency Plan – Cllr. Eaton has now emailed Allan Sugg at Priory Court to ask for a face-to-face meeting.</p> <p>9.2 Maintenance Plan – a meeting has taken place:</p> <ul style="list-style-type: none"> • An inspection of the village sign every 6 months has been added to the plan. • A link to report potholes was agreed to be added to the website. • Priorities for the maintenance plan are to keep paths clear, hedges trimmed and signs visible. • Litter picking should be scheduled to take place twice a year. • Most issues in the village are caused by large farm vehicles – to set up a meeting with Home Farm Manager • Grass cutting – future planning needed for if there comes a time when there are no volunteers for cutting the grass on Victoria Field 	<p>Action: Cllr Leeder to add the pothole reporting tool link to the website</p> <p>Action: Cllr. Wilson to speak to the manager of Home Farm</p>
<p>10. Parish matters</p>	<p>10.1 – Grit bin</p> <ul style="list-style-type: none"> • Covered in Chairmans update <p>10.2 – Village sign</p> <ul style="list-style-type: none"> • Covered in Chairmans update <p>10.3 – Sizewell C update</p> <ul style="list-style-type: none"> • Update emailed to all councillors regarding the progress with Sizewell C <p>10.4 – Email from Matthew Hicks</p> <ul style="list-style-type: none"> • An unsatisfactory response was received by the clerk regarding the 	<p>Action: Clerk to email</p>

	<p>process that should be in place when a county councillor is on long term sick. Clerk to raise concerns with Democratic services and ask for a copy of the policy.</p> <p>10.5 – Chairperson</p> <ul style="list-style-type: none"> • Cllr. Hunt told councillors of his intention to stand down at the AGM and if not then, by October 2024 <p>10.6 – Wooden Gate Victoria Field</p> <ul style="list-style-type: none"> • All agreed to purchase the most expensive gate for longevity. Will be paid for with CIL money. Cllr. Hunt will also purchase some wood preserver to do the others too. A new post for the gate also needs to be purchased. <p>10.7 – Website and social media</p> <ul style="list-style-type: none"> • The committee met. The booking form on the website for the village hall has been fixed. There are recommendations that parish councils should have gov.uk domains and email address – Suffolk Cloud will assist with this process however we need to understand the costs involved. The website layout has been updated to try to make it more user friendly. The clerk is regularly posting on Facebook and although an Instagram account has been set up there have been some technical errors in trying to link the Facebook page and Instagram account together. <p>10.8 – Newsletter</p> <ul style="list-style-type: none"> • The next email newsletter will be in June to advertise summer events. To include the pot hole reporting link and a link to the ‘Fix my street’ app to report fly tipping. Also link to parish council minutes from the newsletter. <p>10.9 – Monkey Challenge</p> <ul style="list-style-type: none"> • The clerk has received an email regarding installing a children’s ‘Monkey Wall’ using grant funding. Bucklesham parish council has recently done this. Councillors agreed that now the trim trail is in place on Victoria Field there is no suitable place for a ‘Monkey Wall’. <p>10.10 – Post Van</p>	<p>Democratic Services regarding the policy for County Councillors being on long term leave</p> <p>Action: RFO to purchase the new wooden gate for Victoria Field and sundries</p> <p>Action: Clerk to ask Suffolk Cloud for costs associated with changing to gov.uk</p> <p>Action: Clerk to decline the offer of the Monkey Challenge</p>
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	<ul style="list-style-type: none"> New operating hours for the post van on a Monday and Friday are problematic due to bank holidays being on a Monday and over Easter there will not be a post van for 11 days. Cllr. Hunt to write a letter to The Post Office. <p>10.11 – Other parish matters arising</p> <ul style="list-style-type: none"> It was brought to the clerks attention by a parishioner that there is a dumped caravan in the layby which has been reported. 	Action: Cllr. Hunt to write to The Post Office regarding the post van (with input from councillors)
11. Matters raised by and reports by councillors	None	
12. Public question time	None	

Date of the next meeting: Wednesday 22nd May 2024 at 6 pm. Annual Parish Meeting will commence at 6 pm followed by the Annual General Meeting.