

TUDDENHAM ST MARY PARISH COUNCIL

Minutes of the Meeting of Tuddenham St Mary Parish Council
Held via Zoom, on Monday 15th March 2021 at 7:30pm

Councillors present: Cllr. A. Long (AL), Cllr. C. Unwin (CU), Cllr. M. Fitzjohn (MF), Cllr. N. Crockford (NC), Cllr. Amanda Spence (AS) & Cllr. K. Soons (KS) (arr.8:05pm).

Present: Clerk – Vicky Bright. Cllr. Brian Harvey – WSC. Rob Gray, (Umbrella).

ITEM	<u>Public Forum – LGA 1972, Section 100(1):</u>
	Two members of public were in attendance.
21/03/1	<u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u> None. <u>Absent:</u> None.
21/03/2	<u>Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III:</u> Cllr. Amanda Spence See Item: 7 (ii) for details.
21/03/3	<u>Update on Councillor Vacancies & Co-Option to fill One Vacancy</u> Cllr. Andrew Long proposed co-opting Amanda Spence onto the Council, this was seconded by Cllr. Nicola Crockford. <u>Resolved 21/03/3.01</u> The vote was unanimous in favour of co-opting Amanda Spence onto the Council. Cllr. Spence signed her Declaration of Office, this will be duly countersigned by the Clerk upon receipt after the meeting. The Clerk will issue Cllr. Spence with a Register of Interests Form and the Governing documents of the Council after the meeting.
21/03/4	<u>Reports from Outside Bodies:</u>
i)	<u>SCC – County Councillor</u> – Cllr. Colin Noble gave apologies and the following report was presented. See <i>Appendix 1</i>
ii)	<u>WSC – District Councillor</u> – Cllr. Brian Harvey gave the following report to the meeting. See <i>Appendix 2</i>
21/03/5	<u>To Approve the Minutes of the Parish Council Meeting held on 18th January 2021</u> <u>Resolved 21/03/4.01</u> The minutes of the meeting held on 18 th January 2021 were adopted as true statements and signed by the Chairman of the meeting (AL).
21/03/6	<u>Highways Matters:</u>
i)	<u>Update on Outstanding Highways Issues SCC;</u>

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- **Temple Bridge**

The order, was placed with a BHS approved supplier last January, the company are no longer trading so Claire Dickson (PROW), contacted BHS last week for a new supplier and they have sent some details through, these have now been reordered the issue should be resolved by early April.

With regards to the surface nothing has moved forward on this. The difficulty is technically this isn't recorded as a right of way across the river at this point, as Elveden Estates had agreed a temporary diversion and SCC legal have been in discussions over a permanent creation of a bridleway at this point. Elveden are also looking at other diversions of routes to tie in with this as part of a deal, and are just resolving the final technicalities of the creation order as this has taken a lot longer than anticipated.

- **High Street / Higham Road Schemes Update**

- Bus stop area, outside the church and the junction area with Higham Road - date for design & review of levels, in relation to the ponding water? – *The design has been added to the scheme list for funding in the 21/22 FY, at this stage the date is TBC, but it is on the list and in the correct place.*
- Drainage Higham Road/Crossroads – *The works will continue and the design is complete. There have been some operational issues with delivery due to loss of gangs and programme due to Covid sickness. There will be a new ditch added in the verge area behind the trees which will alleviate the flooding issues.*
- LHB team to clarify the monitoring of the improvement scheme carried out in 2018, and possible further improvements? - *Currently there are no further improvements required, based on the information the LHB team have. No accidents have been reported following the scheme.*
- Verge deterioration on Higham Road, has anything been agreed? - *An order has been raised for this defect which met HMOP criteria.*

The Clerk was asked to write to Cllr. Colin Noble and Highways (to cc. Cllr. Brian Harvey, WSC), to discuss the issues on the Higham Road and the recent fatality recorded. The Clerk is to raise the issues of the overtaking and the centre white lining with Ben Cook, Engineer, Highways.

The Clerk was asked if there was any way to record and monitor the convoys of gravel trucks and HGV's travelling through the village. It was suggested that a notice be placed in the Umbrella to ask for volunteers for a Truck Watch. Cllr. Harvey, WSC advised that the SNT had been to the site regarding the Traffic Plan.

The Clerk is now starting work on the proposal from the November PC meeting to contact Allen Newport, Frederick Hiams and the Parish Councils of; Higham, Icklingham, Kentford, the Fornham's, Cavenham & Lackford, to gather support for the proposal to re-submit our previous application for an A14/A11 link road to Highways and the LEP and our MP.

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- **Highways gates**

The Highway Gates have now been installed on the Higham Road entrance, they are slightly larger than the previous ones, as the new design is thought to be more prominent and visible to drivers, thus educating them that they are entering a 30mph village. The gates have been funded by Cllr. Colin Noble, SCC, from his Locality Budget; the Parish Council offers their thanks to him for this grant. The Clerk s to liaise with Cllr. Noble regarding replacing the gates on the Mildenhall entrance (The Mill) and getting a set installed at the Cavenham Road entrance, under his Locality Budget for the new financial year 21/22, in April.

ii) **VAS Data & Update on New Posts Installation**

See **Appendix 3**.

The new posts opposite the Village Hall, before the Church and the extended 30mph post on the Green, for the SID are scheduled to be installed on 29th March 2021.

iii) **Quiet Lanes Scheme Update – Icklingham Road, The Green**

Rob Gray gave the following report by email circulated to all Councillors and Clerk, following loss of connection of Audio on the Zoom meeting;

“As today was the last day of the SCC consultation, I've yet to hear any result. Also Suffolk Highways have yet to contact me to confirm the suitability of selected sign positions. We did get one complaint, but only regards to the first sign on the lamp post, whether that complaint became official I don't know as highways could agree that it is not a suitable position!!

The only other problem that was encountered was the last two signs on the last stretch before Temple Bridge, they according to the official map are within Cavenham's boundary, so I needed to get permission from them to do so. This, with only a few days before going to press, was achieved.

Good news hopefully, as there is now extra funding the shortfall in cost may now be covered. For now, we just wait.”

iv) **Anti-Social Use of By-Ways (WSC/SCC PROW and Local PC's)**

At a meeting on 12th February;

Suffolk Police – provided an update of the operations and focus on the byways they have been involved in over past 6 months. Whilst driving offences were addressed during the operation along with COVID fines in the latest operation, they have not witnessed the Anti-Social Use of the byways. Suffolk Police have been working with the County Council Byways manager to address the issues being raised on byways across the West, and the County.

Rally Moto - Robert from Rally Moto attended the meeting to highlight the support he could offer, whilst organising group ride outs/ leisure activities, there are rules and

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maps provided, and he is willing to work with the Parish Councils to ensure the activity does not add to an existing issue. Robert is also keen to work with the PROW manager Claire Dickson, and happy for her to make contact. Robert works with the Forestry Commission to promote safe and respectful use of byways and forestry land to prevent the 'them and us' approach about being anti-motorcyclist within the community.

Summary - this meeting was initially convened to address the complaints about 4x4 and Motorbike use on the Byways in and around the Parishes of Icklingham, Culford, Lackford and Tuddenham. Whilst waiting for this meeting to be brought together West Suffolk Localities Officer, Will Wright has been liaising with Suffolk Police and Suffolk County Council PROW Manager. Suffolk County Council are already exploring the wider issues of byways and the use, given that this is underway, the Parish Councils in attendance have agreed to be kept updated and will support the work the County are doing as this develops. Will Wright from West Suffolk will be linked in on behalf of Parish Council Councils and report back the developments, and also bring Parish Councils into the wider discussion as this moves forward.

21/03/7

- i) **Planning Matters:**
NALC – Consultation – Planning Model Design Code
To be forwarded to Councillors for their attention.
- ii) **DC/21/0239/VAR - Variation of condition two of DC/18/0843/FUL to enable use of revised drawings for one dwelling Location: Land Rear of 20 To 28A High Street, Tuddenham**
Cllr. Spence declared a Personal Interest in the application, being a Neighbour, and took no part in the Items discussion or decision
Resolved 21/03/7.01
No Objections to application DC/21/0239/VAR.

21/03/8

- i) **Councillor & Community Reports:**
Village Hall Committee Report
Graham Dudley, Chair of the Village Hall Committee emailed the following report to be presented to the meeting;
"I can confirm that all contracts have now been signed on 2nd March 2021, between the Cockerton Trust, Mill House Homes and the Village Hall with completion on the 2nd of May 2021. would like to thank the John Cockerton Trust for their generosity, in giving the Village Hall some of the old school land to build a New Hall, plus a share of the sale price and the Parish Council for making the application to the planning department on our behalf for the New Hall build. I understand Mill House Homes will progress the building of the New Village Hall at the same time as their housing, this project should take approximately 18 months, depending on the weather and Stone Curlew's not taking up residence; the old Hall will remain in use until the New Hall is ready to open."

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- ii) **Tuddenham Playing Field Committee Report**
Cllr. Crockford is to attend the next meeting of the TPFMC. The Clerk advised she was trying to schedule a meeting in early April with the TPMFC, to discuss the tree works needed and also the issue of the flooding ditch; Cllr. Crockford is to attend this meeting too.

The Clerk raised the issue of the rubbish and broken machinery/equipment on the playing field car park and around the Pavilion, this is to be raised for the TPMFC attention.
- iii) **The Green – Community Fibre Partnership Update**
Cllr. Crockford advised that work has now finished. Jim Unwin advised that residents had been sent emails inviting them to sign up, this appears to be a mistake, and it is to be clarified with Open Reach what is happening with the next stage of the process. The deadline to sign up is 25th July 2021.
- 21/03/9
i) **Parish Matters:**
Update on the issue of Low-Flying Planes over the village
The Clerk has received the following response from, Squadron Leader A. J. L. Balmer BA(Hons) RAFR, Royal Air Force Commander - Royal Air Force Mildenhall;

“The position of Tuddenham corresponds to a position, which a large number of aircraft could naturally overfly as they commence their final approach into RAF Mildenhall, when using the Westerly runway. Any change to this routine is improbable due to the adverse effect that adjusting a standard approach path usually has on flight safety.”

It was agreed to remove the item from future agenda's.
- ii) **Play Area Project Quotation & Funding Update**
Resolved 21/02/9.01
It was agreed to accept and adopt the updated quote with price increases from Playquip, mainly effecting surfacing costs and imported items due to additional import charges. Playquip will hold these new prices until the end of the year and review them again early in 2022.

The Clerk is currently working on funding and grant applications.
- iii) **Discuss Trees on Playing Field Maintenance**
Meeting to be arranged with the TPMFC for early April, with the Clerk and Cllr. Crockford to be in attendance.

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21/03/10

i)

Correspondence:

WSC Dog Fouling Campaign

You may already be aware that there appears to have been a recent increase in the amount of dog fouling within West Suffolk. It is likely that this is due to the time of year (dog walking during dark evenings/mornings) and also the current lockdown, which is forcing dog walkers to stay closer to home and perhaps also spend longer outside. In order to raise awareness about this issue, promote responsible dog ownership and specially to encourage residents of affected communities to report offenders we have developed a campaign that will run through mid-February and March this year.

For this campaign we will:

Provide a 'self-help' dog fouling guidance document to all parish and town councils, which provides a practical guide for reducing dog fouling in their communities. A copy is attached for your information and it can be freely downloaded at https://www.westsuffolk.gov.uk/bins/street_cleaning/dogfouling.cfm.

Run a social media based campaign that will launch on the 23rd of February on Facebook. We will be encouraging parish and town councils to share our posts and it would be very much appreciated if you would consider doing the same if you feel able (the timings of the posts are attached). The posts will be using the 'Bag it and bin it - any public litter bin will do' tagline and range from gentle reminders of responsible dog ownership to pleas for the reporting of offenders.

We will be installing more signage at particularly problematic locations. The signage will be aimed at encouraging the reporting of offenders to the council as this has two positive effects. The first is that irresponsible dog walkers begin to think that they are more likely to be reported and secondly, we are more likely to actually receive reports allowing us to take action.

Carry out some patrolling of areas identified as hotspots. This patrolling will involve talking to dog walkers directly (socially distanced of course) and providing bags to those without them. And of course if anyone is caught in the act then potentially issuing fines, although from past experience this is not likely whilst we are present.

One of the key messages that we want to get across is that residents themselves have a really important role and part of the campaign will be aimed at encouraging the reporting of offenders. This message is likely to have the largest single impact as offenders start to worry more that they could be caught and fined. I have listed below what residents can do:

1. Report offenders to the council – we need evidence in order to take action (as was the case in our recent prosecution in Haverhill).
2. Erect their own signage, either the downloadable copies from our website at https://www.westsuffolk.gov.uk/bins/street_cleaning/dogfouling.cfm, or something homemade (warning of CCTV etc.). This is often enough to stop it.
3. Speak to neighbours, it is likely they will have the same issues and encourage reporting and vigilance.

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4. Use social media to raise awareness of the issue (politely).

ii)

Anglian Water – New Water Pipeline

Bexwell to Bury pipeline (B2B) – See **Appendix 4**

For more information, please visit our new water pipelines web pages anglianwater.co.uk/spa. If you have any questions, or would like further information, please contact the team at StrategicPipelines@anglianwater.co.uk quoting reference 57182448 or B2B in the subject line.

21/03/11

i)

Finance & Policies:

Parish Council Bank Reconciliation from List of Payments/Receipts

The Payments and receipts were scrutinised and approved. The Lloyds account balance was confirmed as £21,687.09, as of 23rd February 2021.

Resolved 21/03/11.01

That the Bank balances and reconciliation of payments & receipts be received and adopted and initialled as such by the Chairman of the meeting (AL).

The Clerk is to cancel Cheque No: 1029 and re-issue to Claire Unwin for the Community Phone costs, due to the cheque being mislaid and not banked.

ii)

Parish Council Account Cheques for signing and approval

Resolved 21/03/11.02

It was agreed to approve the payments of the following outstanding invoices and the cheques were approved and signed by Cllr. A. Long & Cllr. M. Fitzjohn.

Mrs V Bright	Mileage & postage	001053	£13.23	
Worlington PC	Zoom Licence Subscription	001054	£143.88	
SALC	Payroll	001055	£54.00	
SCC	Street Lighting Agreement 21/22	001056	£751.74	
DM Tree & Landscape	Play Area Tree Works	001057	£1,500.00	

iii)

Agree Street Lighting Maintenance Agreement 2020-21 (SCC)

Resolved 21/03/11.03

It was agreed to accept and adopt the Maintenance and Energy Agreement for the street lighting, from SCC at a cost of £626.45(Excl. VAT) for the year 21/22.

iv)

Discuss Donation to the Playing Field Committee Ref: Road safety Improvements

The Clerk advised that the TPMFC had approached the Parish Council for a donation towards road improvements and safety fencing at the Pavilion/Playing Field. It was raised that the Parish Council own the land and therefore any changes or works need to be run past the Council and approved. It was suggested that the Clerk advise the TPMFC that they need to present formal plans/designs and costs, for the Parish Council to review and

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consider. A decision regarding the donation would then be made following approval of the plans. It was suggested that the proposed works could be discussed at the site meeting at the Playing Field in April.

- v) **Asset Risk & Maintenance Inspection Report**
The Clerk advised that the Parish Council Laptop needed updated anti-virus software and she will be looking at costs for this for the next meeting.

The Village Sign plinth (base) needs the slabs re-affixing and grouting, the Clerk is to look at getting quotes for this. The Clerk is also sourcing further quotes to re-treat the two benches outside the Village Hall, due to the chosen contractor, no longer being in business and not able to do the work.

It was discussed about some wildflower planting around the base of the Village Sign. The Clerk is to place posters advertising a consultation on the idea in the notice board and on the website. Cllr. Unwin is to put the consultation on Facebook.

- vi) **Agree Clerk Annual Leave Entitlement 2020/21 & 2021/22**
Resolved 21/02/11.04

It was agreed for the Clerk to carry a total of 9 day's annual leave from her 20/21 entitlement, to her 21/22 entitlement.

21/03/12 **Items for next Meeting to be held on Monday 12th April 2021 at 7:30pm, via Zoom.**

- Outstanding SCC Highways Issues
- Highway gates – Funding
- APM/APCM meetings Agenda's and venue update
- WCAG 2.1 Website Compliancy Report
- Wildflower Consultation and Proposal
- TPMFC Update – Trees, Ditch, Rubbish and Road Improvements Proposal

Meeting closed at 8:59pm

Signed: *Andrew Long*
Chair, TSMPC

Date: 12th April 2021