

Minutes of Little Bealings Parish Council meeting held at Bealings Village Hall at 7.30pm on Monday 13 May 2013

Present: Mrs F Rogers (Chair), Mrs T Cornish, Dr C Rowe, Mr B Rufford, Mr D Wilson and Mrs M Wilson

Also present: Mr T Fryatt (Suffolk Coastal District Councillor), two residents and two planning permission applicants, all for part of the meeting

In attendance: Mrs C Ramsden, Clerk to the Council

During the period of public participation before the meeting the following matter was discussed:

C13/0393: Stables opposite Brimar, The Street: Change of Use to Riding Establishment

The two applicants explained that they wished to run a small scale riding establishment, looking to use ponies to teach children at Bealings School. There would be three ponies stabled on the land and two more could be brought in if they were needed. It was not intended to expand the business beyond this. They had collected 66 signatures in support of their proposal. The resident (and owner of the land concerned) emphasised that he had no interest in the enterprise, beyond it providing good management of the land. He and his wife were unable to look after the field as the previous owners had and considered the enterprise would do this and provide a community facility for the village. If parking was a concern he was happy for people to park on the drive to his property. Teaching would involve horse care and stable management and riding instruction. They were all aware that noise was of concern to neighbours but the teaching would not be compatible with noise and they would discipline children accordingly. The owner said his son currently rides with the applicants and he considers that the noise generated would be less than that coming from the playing field next door. The hours of operation applied for were 9am to 6pm, Monday to Saturday but they only intended to teach after school and on Saturday mornings. At other times they would be present to check the livestock.

Mr Fryatt advised that the adjoining landowner had contacted him, but was too unwell to attend the meeting or the SCDC meeting at which the application would be determined. A letter from him stressed that the land was only poor grazing pasture land and had no facilities to sustain a riding school – such as electricity, toilets or ménage. Parking was minimal and as horses were to be boxed in on a daily basis this would mean parking for clients on the narrow and busy road used for the school run. Having run a livery yard he was aware of the pitfalls of expanding to be a riding school, and was especially concerned about noise from children under tuition and shouting by instructors. The site bordered his land on two sides and he felt the development would end the peaceful enjoyment of their garden during his and his wife's retirement. Discussion with the applicants about the impact of the EAOW cabling proposal on the site, had revealed that the move was the result of complaints about noise from a neighbour where the horses were currently kept for lessons, and that the horses would be boxed in for lessons. This added to his concern about noise. In addition there was concern that there would be a further application to enlarge the business, provide the missing amenities and potentially apply for a building on the site.

The owner of the land stated that they would only support use of the land to the extent the applicants had stated and further expansion would not be permitted by them. The lease could be terminated. The applicants stated that the site has

both water and electricity. SDCD had confirmed that the proposed use did not require toilet facilities. They saw the enterprise as an after school club rather than a riding school, but needed to apply for a riding school to obtain a Riding Establishment Licence.

Councillor Actions

1 Election of Chairman and Vice Chairman

Mrs Rogers (as current Chairman of the Council) asked for nominations. Mrs Rogers was proposed by Mrs Wilson and seconded by Mrs Cornish. There were no other nominations. It was **RESOLVED**:

- that Mrs Rogers be elected Chairman of the Parish Council.

Mrs Rogers signed the Declaration of Acceptance of the Office of Chairman.

The Chairman asked for nominations for Vice Chairman. Mrs Wilson was proposed by the Chairman and seconded by Dr Rowe. There were no other nominations. It was **RESOLVED**:

- that Mrs Wilson be elected Vice Chairman of the Parish Council.

It was **RESOLVED** that the order of the Agenda be changed to deal with the above planning application as the first item.

2 Planning – Application

C13/0393: Stables opposite Brimar, The Street: Change of Use to Riding Establishment

Mrs Wilson declared a non-pecuniary interest in planning application C13/0393 as an owner of an adjacent property. She was aware that a 30mph repeater sign was missing on the road and that, while recent hedge cutting had improved visibility, it had also widened the road and traffic speed had increased. She would speak with the applicants directly if noise did prove to be a problem.

The further information provided by the applicants, not available to the Council at its meeting on 2 April, was noted. It was considered that the size of the enterprise was unlikely to generate much additional traffic, but parking was of concern, as was damage to verges and road safety. Parking in the road would be unacceptable for road safety reasons and it would be desirable for a triangle sign to be installed warning of children. It was noted that SCC had commented on the application and asked that the existing access, which currently provided parking, be surfaced to avoid mud being transferred on to the road. Development 'creep' was also an issue, with the possibility of further applications to provide more facilities. Concerns about noise were not thought to be well-founded.

The meeting was adjourned briefly at 7.45pm to enable the applicants to comment that they did not want to expand the business beyond what was manageable for the two of them in respect of eg sickness cover. If horses were boxed in they would be taken within the site and not parked on the entrance or verge. The owner of the land said he would actively discourage parking by clients anywhere than on his drive.

The conditions proposed by SCDC were noted and it was **RESOLVED**:

- that, in view of the further information provided about the application, there was no objection to the development, subject to the following:
 - that permission was granted subject to the inclusion of conditions as set out in item S6 of the SCDC South Area Development Control Sub Committee paper for the meeting on 21 May
 - the installation of a warning triangle sign in The Street to advise drivers of the presence of children at the site

3 Apologies and Declarations of Interest

Mr Bellfield, County Councillor, had apologised for being unable to attend, due to other parish council commitments.

Mrs Wilson declared a prejudicial interest in any consideration of the EAOW planning application, having a beneficial interest in land in the parish affected by the application.

4 Parish Council Vacancy

The Chairman reported the resignation of Mr Carr on 7 February 2013. It was noted that notice of the vacancy had been duly advertised, but no election request submitted to SCDC. The vacancy should therefore be filled by co-option. After discussion it was **RESOLVED**:

- that the Clerk would contact four suggested candidates to ascertain their interest in becoming Councillors and to explain the role
- that a letter of thanks be sent to Mr Carr for his work as a Councillor.

5 Appointments

It was **RESOLVED**:

- that the following be appointed for the forthcoming year:

VHMC representative: Mrs Cornish

SALC representative: Mrs Rogers

Footpath and Tree Warden: Mrs Cook

Webmaster: Mrs Shaw, with Mrs Wilson's assistance

6 Adoption of Standing Orders

It was **RESOLVED**:

- that The National Association of Local Councils Standing Orders (2010), revised first version, as amended last year, be adopted.

7 Minutes of the Meetings Held on 4 March and 2 April 2013

The minutes of the meetings held on 4 March and 2 April 2013 were approved and signed as a true record.

8 Matters Arising from the Minutes

There were no matters arising from the minutes.

9 Police

It was noted that no officer was available to attend. A report had been circulated to Councillors which referred to one crime since the Annual Parish Meeting: theft of heating oil from a property in The Street. It was noted that, while the white line between the Church and Holly Lane did not mean 'no parking', it had been installed by SCC to enable the police to address parking by school parents at this location. It was noted that parking was still of concern and that PCSO Moss had contacted Bealings School with a view to visiting, but had not yet had a response.

10 Highways

Footpaths

It was noted that a purchase order for footpath cutting by Mr Ball had been received from SCC, on the same terms as last year. The Clerk was completing risk assessments with Mr Ball. He had advised that he may not wish to continue with cutting after this year; the Council would need to find another employee/contractor to undertake the work or pass cutting responsibilities back to SCC. The latter would mean less local control over the timing and amount of cutting.

Exposed Kerb in The Street

An update had been requested from SCC on hedge cutting at Bridge Cottage and the cost of verge/kerb works to prevent widening of the road and repair verge damage, but no information had been received. It was noted that the matter had originally been raised with SCC last November. A pothole had also appeared at this location and the condition of the area generally was of concern. It was noted that funding had not been allocated for any works at this location by SCC. It was **RESOLVED**:

- that SCC again be requested to deal with the condition of The Street in the area of Bridge Cottage
- that Mr Bellfield be asked if he would provide funding for the necessary works from his Locality Budget.

Ivy on Trees

There was concern at the damage being caused to many trees in the parish by the amount of ivy growing on them. This was especially of concern between the level crossing and the crossroads where it was considered that trees were potentially dangerous as a result. It was **RESOLVED**:

- to raise the matter with SCC with a view to works to reduce the ivy being carried out.

Vehicle Damage to Highway Verge Bank by Brimar, The Street

SCC had not responded to this as yet and a missing sign and verge marker were also awaited.

11 Planning

Applications

C13/0676: Wood Barn Cottages, Seckford Hall Road, Great Bealings – Variation of Condition 2 of C12/2214 to enable drawings 1910-23B, 1910-27D, 1910-26C and LSDP 10860.2 Rev B to be substituted for those cited on the decision notice and increase the level of accommodation within the previously approved drawings.

It was noted that Gt Bealings Parish Council had objected to the application and **RESOLVED**:

- to maintain the Council's objection, on the same grounds as to the previous application.

C13/0758: The Dower House, Manor Farm Lane – Erection of first floor side extensions, internal alterations and detached garage

It was noted that this property was visible from Beacon Lane and **RESOLVED**:

- that there was no objection to the development, which may enhance the property

C13/0801: Lime Tree Cottage, The Street – Erection of conservatory to side/rear elevation

It was **RESOLVED**:

- that there was no objection to this application

It was noted that:

- SCDC had received application C13/00050TPO: Part of Railway Land and Garden of Longridge, Martlesham Road, for tree works to crown reduce 1 no Sweet Chestnut by 30% to reduce risk to railway line.
- SCDC had approved the following applications:
 - C12/2583: Lime Tree Cottage, The Street: Creation of driveway including excavation of front garden
 - C13/0180: Kesgrave High School, Main Road, Kesgrave: Retention of Floodlights to the new artificial grass pitch in the school grounds. Alternative Scheme to that approved under C11/2813 (approved by the Chairman's casting vote)
 - C12/000178/TPO: Suncroft, Martlesham Road: Crown lift and deadwood 2 no oak, Crown lift 2 no oak and 50% reduction 1 no holly
- SCDC had refused the following application:
 - C12/2254: Part East Garden, Woodside, Martlesham Road: Erection of New Dwelling and Garage within the garden of Woodside
- SCDC had not yet determined application C12/2483 Finches Hill,

The Street – Certificate of Lawful Use existing for a swimming pool enclosure built under permitted development law previously attached to dwelling but since 02/12/12 not attached. It was **RESOLVED**:

- To ask SCDC when determination was likely to be.

Renewal of Operating Formula for Foxhall Stadium

A letter from a resident, concerned about the noise generated by the many speedway and stock car events at the Stadium had been circulated to Councillors. It was noted that the operating formula was due for renewal in December 2013. Mr Fryatt reported that an operating formula had first been agreed between SCDC and the Stadium in the 1990s and the current one had operated since 2008. Planning permission had been granted in 1949 and had no meaningful conditions regulating events. The formula was therefore intended to control events and deal with noise disturbance by regulating the number of meetings a year, the times, run-over protocols etc. Parish Councils would be given the opportunity to comment on the terms for its renewal later in the year.

It was noted that 'Saturday' was defined as a week day in the formula, resulting in many Saturday evening events during the summer months. It was **RESOLVED**:

- to contact other parishes within a 10 mile radius of the Stadium and advise them of the renewal of the operating formula in December
- to invite them to send a representative to a meeting to consider how to improve the operating formula to reduce noise impact

EAOW Cabling Route and Playford Depot

The applicant had advised that site survey work had established that the land was not suitable for the intended 300 metres of HDD for crossing Lodge Road. In consequence a much shorter section of HDD was proposed, with OCC for the remainder. The applicants had also produced transport and travel plan information not contained in the original application. As a result of these changes a further period of public consultation (17 May – 16 June) was to take place, including a presentation to residents of Gt and Lt Bealings and Playford. In consequence it was **RESOLVED**:

- to defer any discussion of the new consultation document to a meeting to be held after the public presentation event had taken place.

It was noted that the applicant had responded to the Council's concerns that site survey work adjacent to Holly Lane had been carried out from a point which was not an existing vehicular access to the field concerned, by stating that the access had been agreed with the landowner. It had noted that the Council did not consider this access to be safe or appropriate and the applicants would bear this in mind for any future access. They confirmed they intended to comply fully with approved travel/transport plans in due course.

Great Bealings Neighbourhood Plan

SCDC had advised that it had received an application from Gt Bealings PC to designate an area for a Neighbourhood Plan (NP). The area matched the parish boundary. Only comments on the appropriateness of the area were

requested at this stage, but it was noted that the application was partly driven by the designation of Gt Bealings as an 'Other Village' while Lt Bealings was designated a 'Local Service Centre'.

An invitation had also been received from Gt Bealings PC to appoint a representative to its NP Working Group. After discussion it was **RESOLVED**:

- that there was no comment on the appropriateness of the area proposed to be covered by the NP
- that Dr Rowe would be the Council's representative at the NP Working Group
- to investigate whether, in view of the closure of the Admiral's Head it was still appropriate for the parish to be considered a 'Local Service Centre'. The existence of Mallard House where offices could be rented did not in fact represent a 'local employment opportunity'.

12 Outcome of the Village Review

The draft report and action plan produced by Community Action Suffolk (previously Suffolk ACRE) following the event was noted. The turnout had been 8.3%, despite extensive advertising of the event. It was noted that issues identified for action were:

- Closure of the Admiral's Head/lack of a shop
- Resident/Parish Council communication
- Condition of The Street near Bridge Cottage
- Mains sewers and gas
- Speeding traffic
- Re-opening of the railway station
- Community woodland resulting from controlled development.

It was **RESOLVED**:

- to publish the report on the Council's website and invite residents' comments on it.

13 Finance

Adoption of Financial Regulations

It was **RESOLVED**:

- that The National Association of Local Councils Financial Regulations Model 2 (England) Financial Regulations dated January 2004 be adopted, as last year.

Review of Internal Audit and Adoption of Accounts for 2012/13

The accounts for 2012/13 and the report of the internal auditor had been circulated to Councillors. The Council reviewed the effectiveness of its financial management in accordance with the requirements of its Annual Governance Statement. After consideration it was **RESOLVED**:

- that the current arrangements for financial management and the internal audit were effective and appropriate
- that the accounts for 2012/13 be approved, with the minor

- amendments recommended by the internal auditor
- that the return to the external auditor for 2012/13 be approved

The Chairman reported that the Council had filed its Employers PAYE Return for 2012/13 but that new arrangements for REAL-time PAYE were in place for 2012/14. As a result it was **RESOLVED**:

- to amend the quarterly dates for payment of the Clerk's salary to monthly payments

New Bank Signatory

It was **RESOLVED** that:

- Dr C Rowe replace Mr Carr as signatory on the Council's Barclays Bank account.

Income and Expenditure

The Chairman reported the following income and expenditure:

Income:

The first half of the precept had been received from SCDC: £3012.61

Expenditure:

Cheques were signed as follows:

- Donation for 2013/14: Bealings Village Hall: £250
- Donation for 2013/14: Playing Field: £500
- Donation for 2013/14: Benefice Magazine: £150
- Gift to Internal Auditor: Mr P Gardiner: £20
- Clerk's Salary for April (£310.23), Annual Allowance (£150) and expenses (£90.13)
- Clerk's Salary for May and June: both for £310.23
- PAYE cheques for Clerk's Salary for April, May and June: all for £62
- SALC Annual Membership Fee: £216
- Community Action Suffolk: £30
- The Information Commissioner (Data Protection Act registration): £35
- Suffolk Preservation Society: £30

Bank balance after the above was £1461.73.

Parish Plan Monies

Playford PC had advised that it had left-over funding of £132.76 from the Parish Plan process and the bank was keen that the account was used or closed. It had therefore suggested that the outstanding balance be donated to the John Belstead Playing Field, to which Gt Bealings PC had already agreed. It was **RESOLVED**:

- that the Council's share of the outstanding balance be donated to the John Belstead Playing Field

It was **RESOLVED** that, in accordance with the provisions of s1(2) of the Public Bodies (Admission to Meetings) Act 1960, the meeting be closed to the public for discussion of the next item:

14 The Admiral's Head

15 Matters Arising from Circulated Items

Dr Rowe referred to an article in Clerks and Councils Direct May 2011 Issue 86, on the Freedom of Information Act and the ability of Councillors to discuss Council business with whomsoever they chose. He considered this relevant to his ability to act independently as a Councillor outside of meetings, an issue which had been previously debated with the Chairman and Clerk, following his arrangement of a meeting with an officer at SCDC. He requested further consideration of this at a future meeting and it was **RESOLVED**:

- that the role of Councillors would be considered at the next scheduled Council meeting

There were no matters arising from other items circulated following the meeting on 7 January, or subsequently by email.

16 Correspondence

Welcome Leaflet

It was noted that despite the availability of the leaflet being advertised each month in the Benefice Magazine, there had been no requests for it in recent years. It was very demanding to keep the contacts and information in it up to date and much of the information in it was now duplicated on the website and in the Benefice Magazine – which was now delivered to every household in the parish. It was therefore **RESOLVED**:

- not to continue to promote the leaflet but to refer any enquirers to alternative sources of relevant information.

Bealings Village Hall Trust

A letter had been received from the Chairman of the BVHT requesting that the Council supported the Trust's request to SCDC for the release of the funds in the Outdoor Playing Space Sports Fund for the refurbishment of the multi-sports court. It was **RESOLVED**:

- to support the request for the funds

Other

It was noted that:

- New terms of hire for the VH had been received, but were unlikely to affect the Council
- SCDC was arranging Spring Litter Picks

It was **RESOLVED** that:

- the following items would be circulated to Councillors:
 - Clerks and Councils Direct Issue 87
 - Suffolk View
 - SCC Flood Risk Management Partnership information
 - SALC information on training and The Local Councillor

There being no further business to discuss the meeting closed at 9.53pm.