



MUTFORD PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held at Mutford Village Hall on Monday 2nd October 2017 Commencing at 7pm

70/17 Present

Cllrs. Neil Glendinning, Shirley Cole, Martin Warnes, David Greenacre, Theresa Robinson,
J. Armstrong (Clerk), 1 member of the public

71/17 Apologies for absence

Cllrs. Carl O'Brien CBE, Paul Randle, WDC Cllr Kevin Springall,

72/17 Chairman

In the absence of the Chairman the Vice Chairman Cllr Glendinning took the Chair

73/17 Declarations of Interest

None

74/17 Minutes of the meeting of 4th September 2017

It was proposed by Cllr Warnes, seconded Cllr Cole that the minutes of the meeting of 4th September 2017 be accepted as a true record. This was agreed.
The minutes were signed by the Chairman.

75/17 Matters arising not otherwise on the agenda

59/17/1 The clerk reported that he had received a second email referring to the noise issue at the airport. The clerk has prepared a response to both emails and will communicate with the sender in the next few days.

Councillor Warnes asked if there was any information from WDC re the refusal of the planning application for a holiday let on Mill Road and the approval of the application for the holiday let on Mutford Wood Lane. The clerk reported that the issue was ongoing and he would send out the information when it was received.

The meeting was adjourned for questions and comments from the public and reports.

76/17 Questions and comments from the public

A question was asked about the hedges at the junction of Chapel Road and Church Road at the Church being overgrown and impeding vision when turning left or right from Chapel Road. Cllr Warnes said he would bring the matter to the attention of the PCC at its next meeting.

A question was asked about tractors and trailers ignoring the 7.5 ton weight restrictions on local roads. The clerk reported that as far as he was aware the weight limit applies to tractors and trailers going to and from the gas plant.

Signed Chairman _____ Clerk _____ Date _____

77/17 SCC Report

There was no SCC report

78/17 WDC Report

There was no WDC report

79/17 Police Report

The recorded crimes website shows 1 reported crime in July 2017 Public Order offence on Church Road

The meeting was re-opened by the Chairman

80/17 Correspondence

Letters/emails were received from Suffolk Preservation Society with their response to the WDC Local Development Plan 1st draft.
SALC with details of the AGM in November

81/17 Finance

81/17/1 On a proposition by Cllr Robinson seconded Cllr Cole members confirmed the following payments

Playground maintenance and bin emptying September £40 payee Robin Mills cheque number 000172

81/17/2 Account balances

The clerk reported that balances would be confirmed as soon as the bank statements had been received.

82/17 Planning

82/17/1 Planning Applications

None

82/17/2 Outcome of planning applications

DC/17/3319/FUL Variation of conditions Holly Corner Hulver Road Mutford

WDC Approved

82/17/3 First Draft of the WDC Local Development Plan. The clerk reported that the Parish Council's response had been sent to WDC.

The clerk read the response to the LDP by the Suffolk Preservation Society which centred on the effect of the proposed on the AONB.

82/17/4 Planning Condition Breaches

The clerk reported that he had requested an update on the action to address the possible breaches of planning conditions in order to report progress to the Council but had not had a reply or acknowledgement Council asked the clerk to contact WDC again to request an update and to include Cllr Ritchie, Cllr Springall and the Chief Executive of WDC.

83/17 Data Protection Officer

The clerk reported on the requirement to appoint a Data Protection Officer under the new regulations of the Data Protection Act. SALC had recommended that the DTO should not be the clerk. Council should consider a member to undertake the role. It was agreed to add this item to the next agenda when all Cllrs were present.

84/17 Parish Council Website.

The clerk reported that at the Clerk's networking group meeting information was given about the formation of a new hosting service for parish websites called Suffolk Cloud.

Signed Chairman _____ Clerk _____ Date _____

The company is run by staff who originally ran the one Suffolk service. The annual fee for hosting is £100 and there is a transfer fee of £150 to move the site from CAS to Suffolk Cloud. Suffolk Cloud's fee includes support and development and uses the latest Silverstripe version neither of which are available from CAS.

Following discussion, it was agreed to transfer the hosting of the website to Suffolk Cloud. The clerk was asked to facilitate.

85/17 Neighbourhood Plan

Cllr Glendinning as Chairman of the NP project team gave an update on the progress of the NP since the last meeting. Returns of the main questionnaire were promising to date somewhere in the region of 50% which was a very good return. Although a date had been set for return this was very flexible and the team will accept returns after the date has passed. One of the next tasks for the team is to organise some events to provide residents with updates on the analysis of the information received in the returns.

The clerk reported that Henstead and Hulver NP team are in the process of finalising their questionnaire and may wish to consider using Survey Monkey. As Mutford has paid a fee to use the process it would be possible for Henstead to use it for their questionnaire and they would consider a fee for this. It was agreed that they could use the survey monkey licence on payment of an appropriate fee.

86/17 Any other business

86/17/1 Playground Report. Robin Mills said that repairs to the edges of the barked area is underway and the new bark would be put in.

86/17/2 Tree. Robin Mills reported that one of the Red May trees in the grounds of the Village Hall was dead and asked if the Parish Council would fund a replacement at a cost of £30. Cllr Warnes said that he would inspect the tree to ascertain the cause of the tree dying before a new one is purchased. A report will be prepared for the next meeting

86/17/3 Batteries for the Speed Sign. Robin Mills reported that the new batteries had been received and were in the process of being made ready for use.

86/17/4 Neighbourhood Watch. It was reported that Pam Cross had organised a group to form the new Neighbourhood Watch Group.

87/17 Requests for items for the agenda of the next meeting

Data Protection Officer.
Village Hall Xmas Party

88/17 Date and time of next meeting.

The next meeting will be held on **Monday 6th November 2017 at Mutford Village Hall 7.00pm.**

The meeting closed at 8.15pm.

Signed Chairman _____ Clerk _____ Date _____