



MUTFORD PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held at Mutford Village Hall on Monday 9th April 2018 Commencing at 7pm

158/17 Present

Cllrs. Carl O'Brien CBE, Martin Warnes, David Greenacre, Theresa Robinson, Paul Randle, Neil Glendinning (vice chairman), Shirley Cole, J. Armstrong (Clerk), 1 member of the public

159/17 Apologies for absence

Cllr. WDC Cllr Kevin Springall, SCC Cllr David Ritchie

160/17 Declarations of Interest

None

161/17 Minutes of the meeting of 5th March 2018

It was proposed by Cllr Warnes, seconded Cllr Robinson that the minutes of the meeting of 5th March 2018 be accepted as a true record. This was agreed. The minutes were signed by the Chairman.

162/17 Matters arising not otherwise on the agenda

There were no matters arising not otherwise on the agenda

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

163/17 Questions and comments from the public

Comments were received about the proposed gates at Beulah Hall. It was noted that new gates have been erected on the drive well back from the road. The clerk will seek information from planning.

164/17 SCC Report

There was no SCC report

165/17 WDC Report

There was no WDC report

166/17 Police Report

There were no recorded crimes in the Parish during February 2018

The meeting was re-opened by the Chairman

167/17 Correspondence

Letters/emails were received from

Signed Chairman _____ Clerk _____ Date _____

WDC concerning the setting up of a community emergency team for the parish. Following a brief discussion, no further action would be taken at this time.

168/17 Finance

168/17/1 On a proposition by Cllr Warnes seconded Cllr Randle members confirmed the following payments

Hire of Hall for meetings £60.00 payee Mutford and Rushmere Village Hall cheque number 000185

Playground maintenance and bin emptying March £40.00 payee Robin Mills cheque number 000186

SALC membership fee for 2018/19 £74.51 payee Five Star Batteries cheque number 000187

168/17/2 Account balances

The clerk reported that the latest bank statement had yet to be received. Balances would be reported when the statement is received.

168/17/3 Audit of annual accounts

The clerk reported that the accounts will be audited and the necessary forms completed under the new arrangements for smaller authorities. The accounts will be ready to sign off at the next meeting.

169/17 Planning

169/17/1 Planning Applications

To confirm decision on planning application DC/18/0983/FUL The Limes 107 Mill Road Mutford Beccles Suffolk NR34 7UP Addition of two side extensions to existing bungalow and new detached garage including new vehicular access. Council confirmed it had no objection to this application.

DC/18/0994/FUL Construction of single storey rear extension to existing dwelling 4 Hulver Road Mutford NR34 7UW Following discussion, it was agreed that the Council had no objection to this application.

169/17/2 Outcome of planning applications

DC/18/0543/FUL Retrospective Application Erection of screen bunding and extension of existing garden pond. Beulah Hall. **WDC Permitted**

DC/18/0542/FUL Erection of new boundary wall to property entrance. Beulah Hall. Following discussion, it was agreed to object to this application and recommend that it be refused. **Awaiting decision**

DC/18/0673/OUT Outline application construction of a single new dwelling with detached garage and the formation of a new vehicular access Manor Farm House Church Road Mutford for Mrs Tolliday. **Awaiting decision**

169/17/3 Windy Acres DC/18/0102/COU | Retrospective Application - Four additional mobile homes | Windy Acres Mutfordwood Lane Mutford Lowestoft Suffolk NR33 8H The clerk reported that the application would be on the agenda of the WDC planning committee on Tuesday 17th May 6.30 at Riverside Lowestoft. The clerk was asked to represent the council at the meeting and give the parish view to the committee.

170/17 Data Protection Officer.

The clerk reported that Local Council Public Advisory Service (LCPAS) had sent information about GDPR and are offering an information and template pack for £30 and details of a DPO service at £150 per annum. Following discussion, it was agreed that the clerk purchase the pack and seek further information about the DPO service for the next meeting.

171/17 Neighbourhood Plan

NP Chairman Cllr Glendinning gave a brief summary of progress on the neighbourhood plan. The team have been putting together the draft plan for Mutford

Signed Chairman _____ Clerk _____ Date _____

and are at version 9. The team will give an update on the plan at the Annual Parish Meeting on 25th May. The team will be meeting with WDC planners to discuss the draft plan and any additions etc that might be suggested. Cllr Glendinning expressed hi thanks on behalf of the Council for all the hard work the team have put in to the preparation of the plan and asked for it to be included in the minutes. This was endorsed by members.

172/17 Mutford Welfare Trust

Cllr Greenacre reported that the treasurer of the welfare trust had resigned and the trustees wish to ask the Council if they would assist in helping to resolve the issue by allowing the clerk to take over the duties of treasurer. Following discussion, it was agreed that the clerk would act as treasurer for the trust.

173/17 Request for donation.

Following the request for a donation to a fund to repair the cemetery wall made at the last meeting Cllr Warnes updated members as to the work required and possible costs.

Cllr O'Brien said that he had researched the issue of Parish Council's making donations to the Church and had discovered that there are a number of issues that indicate that Parish Councils cannot make donations of this type. There is a long running court case involving donations of this type and it would appear that Councils should not make donations of this type, but if they do they must be aware that they could be making an illegal decision. The clerk confirmed that Cllr O'Brien's information was supported in a document he had received from SALC/NALC. Following discussion, it was agreed not to make the donation and Cllr Warnes said he would report back to the PCC.

174/17 Meeting Reports

Consultation Seminar 20th March The clerk attended a seminar organised by WDC on consultation for a neighbourhood plan. It was principally for those council's just starting their plans. The clerk was asked to give a short presentation on how Mutford has carried out its work so far. There was much interest in the use of survey monkeys and on the road signs that we have used that many people at the meeting had seen.

Waveney Local Plan Presentation on Wednesday 28th March The Clerk reported that the draft Local Development Plan had been approved by WDC and was now out for consultation. A number of questions were asked particularly for the proposed large-scale developments.

Parish Councils meeting on Thursday 29th March. The clerk reported on a meeting of parish and town councils to discuss the content of the draft WDC Local Development Plan. Following a lengthy discussion, a number of points were forthcoming in particular the view that WDC does not consider the views of parish and town councils enough in its planning process. A suggestion was made that the parish and town councils should form a group to discuss common issues on a regular basis similar to that of the northern councils in Waveney.

175/17 Any other business

175/17/1 Playground Report. Mr Mills reported that he and the clerk had sourced a supply of bark for the playground whilst the cost is quite high it is quality play bark. Following discussion, **it was agreed** that Mr Mills should purchase 1 bag and if required a second to ensure adequate levels were provided in the playground.

Signed Chairman _____ Clerk _____ Date _____

176/17 Requests for items for the agenda of the next meeting

None

177/17 Date and time of next meeting.

The next meeting will be held on **Monday 14th May 2018 at Mutford Village Hall 7.00pm. (Date changed because of the May Day Bank Holiday)**

It was also confirmed that the Annual Parish Meeting would be held on Friday 25th May

The meeting closed at 8.40pm.

DRAFT

Signed Chairman _____ Clerk _____ Date _____