



MUTFORD PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council
held at Mutford Village Hall
on Monday 4th March 2019
Commencing at 7pm

160/18 Present

Cllrs. Carl O'Brien CBE, Paul Randle, Theresa Robinson, Neil Glendinning (vice chairman), David Greenacre,

In attendance J. Armstrong (Clerk), 2 members of the public

161/18 Apologies for absence

Cllrs. Martin Warnes, Shirley Cole, SCC Cllr. David Ritchie, WDC Cllr Kevin Springall,

162/18 Declarations of Interest

None

163/18 Minutes of the meetings of 4th February 2019

It was proposed by Cllr Glendinning, seconded Cllr Greenacre that the minutes of the meeting of 4th February 2019 be accepted as a true record subject to the change proposed by Cllr Randle. This was agreed. The minutes were signed by the Chairman.

164/18 Matters arising not otherwise on the agenda

There were no matters arising

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

165/18 Questions and comments from the public

A member of the public reported that fly tipping is increasing in the Parish and that efforts had been made to get rubbish removed. The help of the Parish Council was asked for to lend weight to getting more rubbish removed. The clerk was asked to write to WDC asking for more to be done to remove fly tipped rubbish.

The Chairman thanked the residents for their contributions.

166/18 SCC Report

There was no SCC Report

167/18 WDC Report

There was no WDC report

168/18 Police Report

There were no recorded crimes in the Parish during December 2018.

Signed Chairman _____ Clerk _____ Date _____

The meeting was re-opened by the Chairman

169/18 Correspondence

Emails/Letters were received from:

SALC with details of a digital mapping service available to Councils

The Sunrise Coast Heritage Group with details of the first meeting.

'images by hand' with details of an illustrated parish map available to Councils

Suffolk on Board with details of the Rural Transport Conversation event 22nd March

Headway with details of events on in the near future

170/18 Finance

170/18/1 Outstanding invoices.

On a proposition from Cllr Randle, seconded by Cllr Robinson the following invoice/receipts were approved for payment:

Caps and covers for the playground £19.90 payee Playdale Ltd cheque number 000224

Clerk's pay Jan/Mar £312.00 payee J Armstrong cheque number 000225

PAYE on clerk's pay Jan/Mar £78.00 payee HMRC cheque number 000226

Hire of Hall for meetings £123.00 payee Mutford and Rushmere Village Hall cheque number 000227

Playground maintenance and bin emptying for December and February £80.00 payee Robin Mills Cheque number 000228

Printer ink and paper for neighbourhood plan £59.46 payee J Sheahan cheque number 000229

170/18/2 The clerk reported that the unused part of the grant for Neighbourhood Plan costs would be £1311.00 and this sum would be returned at the end of the financial year

170/18/3 Projected budget outturn. The clerk reported that the likely balance of reserves at the end of the year would be in the region of £5795.00 and that if an election were required that figure would reduce by circa £1000. It would be prudent for the Council to postpone any non-essential expenditure until the next financial year from 1/4/19.

170/18/4. Account balances

The clerk reported that he would inform members of the current balances following receipt of the bank statements

171/18 Planning

171/18/1 Planning Applications

DC/19/0508/FUL Beulah Hall Domestic store. Council confirmed the response to this application as having no objection.

172/18/2 Outcomes of planning applications

There were no outcomes to planning applications

156/18/3 Planning Appeals

Planning appeals are still in progress.

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. **Appeal in Progress**

DC/18/3766/FUL Construction of a single self build detached dwelling, The Pastures, The Street, North Cove Beccles Suffolk. **Appeal in Progress**

DC/18/3945/FUL Demolish existing double garage and remove outbuilding to allow erection of No 1 self build bungalow and detached garage. **Appeal in Progress**

Signed Chairman _____ Clerk _____ Date _____

171/18/4 Possible breach of planning conditions

The clerk reported that two issues about potential breach of planning conditions were being investigated by WDC.

172/18 Neighbourhood Plan update

Cllr Glendinning reported that the final draft of the Neighbourhood Plan and the Associated Supporting Statements were ready for Council to approve. Following a discussion during which final adjustments to the plan and the associated documents were explained. Cllr Glendinning asked that Council approve and adopt the documents. This was agreed unanimously. Cllr Glendinning further asked for Council to formally submit the documents to WDC in order to start Regulation 15 of the procedure for making a neighbourhood plan. This was agreed unanimously.

The clerk was instructed to submit the necessary documents to WDC.

The Chairman expressed the thanks of the Council and the residents of the Parish to the members of the neighbourhood plan team for their extremely hard work to produce the plan.

173/18 Election Details for 2nd May

The Clerk gave an overview of the procedure for the Parish Council elections being held on the 2nd May.

As a result of the election it was necessary to change the date of the Annual Meeting of the Council. Following discussion, it was agreed that the May meeting will be held on Monday 13th May. It was further agreed that the Annual Parish Meeting would be held during w/c 22nd May subject to the availability of the village hall.

174/18 Central Group of Parish and Town Councils first meeting

The clerk reported on the first meeting of the central group of Parish and Town Councils. The group includes Carlton Colville TC, Oulton PC, Gisleham PC, Kessingland PC, Barnby PC, Henstead with Hulver Street PC, North Cove PC. The group will meet quarterly to discuss common issues and share information. Following discussion meetings will be held with ESDC Planning and Highways.

175/18 Any other business

175/18/1 Playground Report.

Cllr Randle relayed a report from Robin Mills that the repairs and maintenance required by the inspection report were nearing completion.

175/18/ Village Hall request

Cllr Robinson reported that the Village Hall Committee were considering placing a defibrillator at the village hall. It was agreed that this matter would be deferred until after the forthcoming election.

176/18 Requests for items for the agenda of the next meeting

None

177/18 Date and time of next meeting. The next meeting will be held on **Monday 1st April 2019 at Mutford Village Hall 7.00pm.**

The meeting closed at 8.40pm.

Signed Chairman _____ Clerk _____ Date _____