



Mutford PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council

held at Mutford & Rushmere Village Hall

on Monday 4th March 2024 at 7pm

148/23 Present

MPC Cllr Warnes (Chair), Cllr Glendinning, Cllr Read, Cllr Wilby, Cllr Simpson, Cllr Armstrong

In attendance Angela Colbridge (Clerk), SCC Cllr Cloke
Members of the public x 2

149/23 Apologies for absence

MPC Cllr Greenacre

150/23 Declaration of interest personal or prejudicial to this agent

There were no declarations of interest

151/23 Minutes of the Ordinary meeting of the Parish Council of Monday 5th February 2024.

It was proposed by Cllr Wilby, seconded by Cllr Armstrong, that the minutes of the meeting of 5th February 2024 be accepted as a true record. This was agreed. The minutes were signed by the Chair.

152/23 Matters arising not otherwise on the agenda

The Clerk informed Council that she had taken on the position of Clerk and Responsible Finance Officer for two additional Parish Councils.

153/23 Chairs Item

None

154/23 Reports

154/23/1 East Suffolk Council - No report

154/23/2 Suffolk County Council - Report from SCC Cllr Cloke was not received in time for the meeting but it will be circulated to councillors and uploaded to the website.

154/23/3 Police – The Clerk reported the following updates from the Police.Uk website: January 2024 - 1 x reported crime on or near Mutfordwood Lane (AntiSocial behaviour), 1 x reported crime on or near Mutfordwood Lane (Violence and sexual offences).

Whilst Cllr Cloke was still in attendance at the meeting, it was queried whether Suffolk County Council make site visits to check whether planning permissions are adhered to. It was advised that, if the PA's were domestic, then it would be district council who should be contacted for advice regarding any planning enforcement issues. Following receipt of concerns regarding development projects in the village, it was agreed that the Clerk would contact the enforcement officer at East Suffolk Council for advice.

155/23 Correspondence

155/23/1 Active Suffolk - Fit Villages

Information has been received from Active Suffolk on their Fit Villages project. The Clerk will forward information for the next edition of the Mutford News to gauge public interest in this project.

155/23/2 Sizewell C - Planning Forum

The Sizewell C Forum will take place on 9th April 2024. It was not thought that anyone from the Parish Council would need to attend this forum in person.

Signed Chair _____ Clerk _____ Date _____

155/23/3 SALC - Minimum wage increase

The minimum wage will increase from 1st April 2024. For all those over the age of 21, the increase will be from £10.42 to £11.44. With this in mind, it was agreed that, as of April 1st 2024, invoices for maintenance work on the play area would be approved at a rate of £11.50 per hour. **Proposed by Cllr Glendinning, seconded by Cllr Read.**

155/23/4 East Suffolk Council - Street Trading Policy Review

Information on this consultation, which is open until 17th March 2024, was read out to councillors. No action required.

155/23/5 Suffolk County Council Transport Strategy Team - Public consultation on local plan

The Clerk informed council that a public consultation page and survey was launched on 12th February 2024 and will be active for 8 weeks. Information will be forwarded for the next edition of the Mutford News so that residents can comment before the deadline if they wish.

155/23/6 Suffolk Highways - Blocked culvert on Mill Road

The Clerk informed council that Suffolk Highways have confirmed that works will be carried out to resolve this issue within 20 working days from 18th February.

155/23/7 Potters Bridge - Response from local MP's

The Clerk read out responses from Peter Aldous MP and Therese Coffey MP with regard to the issues on this section of road. Work with the local authorities continues and there is a determination and a commitment to keep the road open and to resolve the flooding problems which make the road impassable during and after heavy rainfall.

155/23/8 Suffolk County Council - Footbridge on Footpath 12, Mutford

The Clerk has received confirmation from Suffolk County Council Rights of Way that the new footbridge on Footpath 12 has now been installed.

156/23 Finance

156/23/1 Approval of Outstanding invoices

R Sawyer Playground Maintenance February 2024 £50.47

Clerks wages January/ February 2024 £500

Roberts & Son newsletter printing March 2024 £40

Jonathan Warnes Shelving for Book Swap Box £32.24

Clerks Expenses A4 white paper £6.30

Proposed by Cllr Glendinning, Seconded by Cllr Armstrong

156/23/2 Account balance

The Clerk noted a rolling estimate of £9,944.55

156/23/3 Printing expenses

A discussion was held on purchasing printer ink through HP connect and sharing the costs with Heveningham Parish Council, Ubbeston Parish Council and Henstead with Hulver Street Parish Council. Heveningham Parish Council would pay for the ink throughout the year at approximately £12 per month. The total yearly cost would then be divided 4 ways and Mutford PC would be invoiced, by Heveningham PC, for a quarter of the cost. This was agreed, **Proposed by Cllr Simpson, Seconded by Cllr Read.**

156/23/4 SALC Subscription increase

The Clerk noted that the subscription cost would increase by 3% for the financial year 2024/25.

156/23/5 CIL Annual Statements

The Clerk explained the CIL Annual Statements for 2018/2019, 2019/2020 and 2020/2021, which are not currently published on the parish council website. These were approved by council, **Proposed by Cllr Glendinning, seconded by Cllr Simpson.**

157/23 Planning

157/23/1 To consider any planning applications

DC/24/0602/FUL Replacement Entrance Gates and Boundary Treatments, Site Address: Oakland Lodge, Mutford Wood, Mutford, Lowestoft, Suffolk, NR33 8HG - **Consultation Expiry Date 14th March 2024**

After a short discussion, and a vote, there was a majority agreement that the Parish Council would object to this Planning Application on the grounds that the proposed works would not be in keeping with the surrounding countryside. **Proposed by Cllr Glendinning, Seconded by Cllr Armstrong**

157/23/2 To receive outcomes of planning applications from ESC

None

157/23/3 Other Planning Matters

SCC/0124/22W - Construction and operation of anaerobic digestion plant and associated infrastructure, Land at Copland Way, Ellough, Beccles, NR34 7TL -

No update

158/23 Telephone box/Book swap - Update

The Clerk reported that works have been carried out by a small team of volunteers who have kindly given up their time to make this a valuable and usable amenity for the village.

159/23 Financial Risk Management Policy

The Current policy was found to be adequate for the parish councils requirements and it was agreed that this would be adopted for the next year. **Proposed by Cllr Warnes, Seconded by Cllr Glendinning**

160/23 Community Litter Pick - Update

It was reported that 21 bags of litter and a rubber tyre were collected during the litter pick on 24th February. 11 members of the public took part in the litter pick with equipment borrowed from East Suffolk Council. Some areas could not be covered due to time constraints with the number of volunteers and due to some areas being flooded.

161/23 Paddy's Pit

Advice is being sought on possible ideas to manage this area going forward.

162/23 Ayers Acres repeated flooding/Blocked ditches

The Clerk will contact local County and District Councillors to seek advice and information on who is responsible for the blocked ditches.

Adjournment for questions from members of the public

No questions

163/23 Any other business of which due notice has been given

The Clerk informed council that an email had been received from a resident regarding the arrangement of possible events to commemorate the anniversary DDay 80. It is thought that the Village Hall Committee have been discussing this topic and are considering the lighting of the beacon if possible.

The Clerk informed council that there were a small number of repair/maintenance jobs required in the play area which Robin Sawyer will carry out. It was suggested that the Clerk contacts ESC Cllr Scrancher to enquire whether there is the scope to acquire funding towards the cost of the bark replacement and edging of the bark pits.

It was brought to the attention of the council that thermal imaging cameras have been used in nearby parishes for residents to test the effectiveness of their insulation. The Clerk will contact neighbouring parishes to enquire about this.

164/23 Requests for items to be placed on the agenda for the next meeting

Clerk's salary review

165/23 Date and time of next meeting. The next meeting of the Parish Council will be held on Monday 8th April 2024 at 7pm

The meeting closed at 20:17 pm.

Signed Chair _____ Clerk _____ Date _____