

MINUTES OF SWEFFLING PARISH COUNCIL MEETING

Held at Sweffling Village Hut on Tuesday 12 September 2023 at 7.30 p.m.

1. ATTENDANCE AND APOLOGIES

Present: Councillor John Tesh (PJT) Chairperson, Councillor Jill Abbott (JA), Councillor Steve Ashurst (SA), Councillor Jenny Tyson (JT), Councillor Lindsey Jennings (LJ), Councillor Audrey Lummis (AL), East Suffolk District Councillor Vince Langdon-Morris (VLM) and Alyson Chilvers (AC) – Clerk.

In Attendance: There were no members of the public present.

Apologies for Absence: Councillor Amanda Daniel (AD) and Stephen Burroughs (SB) – Suffolk County Council.

2. TO RECEIVE DECLARATIONS OF INTEREST AND TO CONSIDER REQUESTS FOR DISPENSATION

There were no declarations of interest or requests for dispensation to report.

3. MINUTES OF THE PREVIOUS MEETING

a) The minutes of the meeting held on 11.07.2023, having been read, were signed by (PJT) as a true record and were unanimously agreed.

b) Matters arising:

REVISITING AND UP-DATING REMAINING POLICIES NOT COVERED AT EGM – this has not as yet been covered so this will be added to the agenda for the October meeting when hopefully (AD) will be able to guide us.

APPOINTMENT OF COUNCILLOR'S GENERAL RESPONSIBILITIES – (JT) would like to be added as the Councillor responsible for footpaths.

4. REVIEW OF SAFEGUARDING POLICY

(JA) has taken a safeguarding template from Suffolk Acre and has used this guidance for the updated safeguarding policy. (JA) read out her proposal and said that a few more amendments were needed before she sends out the final draft to Councillors. She also confirmed that she had started her safeguarding training through the Church. It was agreed that (JA) would need a DBS certificate for the Parish Council and she agreed that she would apply for this.

5. VILLAGE MATTERS

Jubilee Field – long term plans - At present the main part of the Jubilee field is being cut every two weeks by David Kindred. The remaining grass on the periphery has also been cut and is ready for baling by James Morford. The grass between the new saplings has not been cut but a resident who lives close to the field has now started to trim this herself. A wooden compost bin has been constructed in one corner of the field for the grass mowing. Once composted it will be used to mulch the saplings. During the year a number of

comments regarding the management of the field have been received, some posted on social media, others directed to councillors in person. Many have been complimentary but some have been adverse. It is completely unacceptable to target anyone who is carrying out tasks on behalf of the PC. After discussion it was agreed that in order to help with the long-term planning of the field and play area (SA) will put a flyer through the door of those who live close to the field asking if they would like to contribute ideas.

Village Website – The Clerk (AC) was concerned about the legality of the old Wix website as the information stored here was not relevant to the existing SPC and was liable to mislead individuals visiting the site especially as the contact email address was no longer relevant and queries were not monitored and dealt with. In addition the original Outlook email address for the Clerk was being monitored by those who had since resigned from the council and relevant information was not being passed on. In conclusion the Wix website has been closed in favour of the OneSuffolk site and (AC) the Clerk has now gained access to the Outlook email address and changed the password so that only she has access to the information although (PJT) and (AD) will also be notified of the password. The Clerk (AC) will also check what cost is involved with the Outlook account that is associated with the website and contact those who had made enquires on the old site and notify them of the change.

County Broadband - This commercial organisation has been persistently contacting a number of residents within the village in an attempt to gain their custom. Recently they have started sending out letters requiring “Wayleave Agreements” to house owners to permit installation of overground and/or underground cables in Sweffling, quoting Title Deed Land Registry Numbers and the concern is that without careful reading, this could be mistaken as an obligation for residents to give County Broadband a wayleave to basically carry out any works that they want to do. The company has been contacted by the Clerk (AC) about the overall plan for the village but was advised that no information was available. The Clerk (AC) will also contact the East Suffolk planning department to check if planning permission would be needed by County Broadband before they started any work. A note will be put on the notice board asking residents to contact the Clerk (AC) if they were receiving undue pressure from the company so that this can be monitored.

In response to questions about money from the fete being available for the Jubilee Field, JA informed the Council that disbursements of the Fete profits would be at the SFO AGM on 12th October, two days after the next SPC meeting. There will be 2 ways that SPC could apply for money: 1) all Sweffling Organisations are eligible to apply for a share of £1200 - a representative would need to be at the meeting to outline how money would be spent. 2) individuals or organisations can apply in writing (by 11th Oct) for £300 to be spent on a village project which would benefit the whole community. The winner of this award will be decided by secret ballot after fully costed plans are presented to the meeting. The chairman suggested that SPC could put in a bid for the Jubilee Field (maybe for wildflower seed mix).

6. FINANCES

Income since the last meeting – The net sale of the mower was £915.30

Invoices – One Suffolk Website - £60.00 David Kindred (grass cutting) - £180.00

Barclays Bank Statement – Business Current Account - £6,196.97

Business Savings Account - £4,889.87

7. PLANNING MATTERS

None to report.

8. REPORT FROM EAST SUFFOLK DISTRICT COUNCILLOR (VLM)

(VLM) reported that East Suffolk Services had now returned from Norse to the control of the Council as this was more cost effective and efficient. They would need to be contacted with regards to notices for dog fouling etc.

Banks within the area are closing at an alarming rate with the Framlingham Branch of Barclays now closed and the Woodbridge Branch also scheduled for closure. Barclays at Framlingham however have created a “pop up” bank at the back of the Crown Hotel where they are able to give advice but cannot deal with cash transactions. Cash transactions can be carried out at the post office using the special envelopes provided.

Having listened to the concerns of the Jubilee Field (VLM) explained the plan that Framlingham were hoping to put in place with regards to sowing and managing wildflowers, this included setting aside small, designated areas of land throughout the town. He has also offered to get back to SPC and share experiences, both positive and negative and what seems to work best.

9. CORRESPONDENCE

The Clerk (AC) has received an email from Margaret Smith complaining that a local farmer has ploughed up some of the Sweffling footpaths, East Suffolk Customer Services and the Rights of Way Department have also been copied into the email. The Clerk (AC) will reply and explain that Farmers have 14 days to reinstate footpaths after ploughing and the situation will be monitored.

(JT) has received a notice from Neighbourhood Watch to say that there will be a meeting at Aldeburgh on 26 September starting at 7.00 p.m., (JT) said that she would attend and (AL) said that she would join her.

10. QUESTIONS TO/FROM THE CHAIR

“20’s Plenty” was mentioned but as the meeting was running late it was decided to discuss this at the October meeting.

The Chair (PJC) said that the previous Clerk had applied to East Suffolk Council for a grant of 2,500 daffodils and narcissus but again this would be discussed at the next meeting.

(JA) said that the hire of the Village Hut has increased to £10.00 per hour.

11. TO CONFIRM THE NEXT MEETING OF SPC – TUESDAY 10 OCTOBER 2023 AT THE HUT, STARTING AT 7.30 P.M.

The meeting closed at 10.20 p.m.

SIGNED: _____

NAME: _____

DATE: _____

DRAFT