

Grundisburgh & Culpho Parish Council
Minutes of a Meeting of the Council held on the 11th November, 2024
in the Parish Rooms, Grundisburgh

NOTICES had been posted according with regulations.

Present: - Councillors. C. Dow, A. Dunnett, J.Dunnett, G. Caryer, M. Rankin, R Youngman, Mrs J. Bignell, Mrs.A.Willetts (in the chair), County Councillor E .Bryce, District Councillor C. Hedgley, and 10 members of the public.

The Chairman reminded the meeting that the Princess Royal opened Ablitts Meadow on the 7th December 2004. This is the 20th anniversary of her visit.

Agenda

1. Apologies for absence Councillors B .Cook, M. Harris, Dr. M. Mason

2. To receive member's declarations of interest No interests were declared.

3. Minutes The minutes of a Meeting of the Council held on the 6th September, 2024 had been circulated and were therefore taken as read. It was proposed by Mr. Caryer seconded by Mrs. Bignell that these minutes be signed by the Chairman as a true record. Approved: 7 members voting for the motion 1 member abstained

The minutes of an Extraordinary Meeting of the Council held on the 28th October, 2024 had been circulated and were therefore taken as read. It was proposed by Mrs.Willetts seconded by Mr. A. Dunnett that these minutes be signed by the Chairman as a true record. Approved 7 members voting for the motion 1 member voted against.

4. County Councillor's Report County Councillor Elaine Bryce's October Newsletter is published on the Parish Council's website Home Page – Important Documents <https://grundisburgh.suffolk.cloud/>

Suffolk County Council have launched a pothole prevention programme ahead of the winter weather to target areas of Suffolk's road network that could worsen when the winter weather hits.

The Council is to offer interest-free loans to make homes more energy efficient and will offer interest-free loans to help make residents' homes warmer, safer and cheaper to run.

Suffolk County Council is set on major investment to further protect Suffolk from flooding as it calls on the Government to 'step up'. Suffolk County Council has announced its intention to invest another £1.5 million to carry out important flooding prevention work identified in initial flood investigation reports and calls on Government to recognise ongoing impact of Storm Babet and fund £20 million of further prevention work urgently needed. Extensive work already completed since Storm Babet including more than 111,000 drains cleared and significant road repairs. This commitment comes as initial flood investigation reports have identified that a further £20 million is needed to complete the work – a figure that the County Council can't afford. The Council has therefore written to the Flooding Minister, Emma Hardy MP, and demanded the government step up and plug the funding gap.

Mrs. Willetts asked Mrs, Bryce to support the Parish Council's objections to a recent Planning Application for the demolishing of two garage blocks in Cranworth Close and to use the freed land to build 6 houses with what the Parish Council, and residents, of the Close, consider inadequate parking provision. At the moment 40 vehicles are based there and will increase if the scheme is approved in its present form. Both the Parish Council and residents considered that land scheduled for recreational use would be better used for parking.

County Councillor's Report cont...

Councillors deeply regretted the closing of the YMCA Children's Centre at Grundisburgh Primary School. Mrs. Bryce was urged to do whatever she could to stop the loss of a vital village asset. It was understood that the reason for its closure was financial and that the Primary School did not have the finances to run an Early Years Centre.

Mrs. Bryce, in response to an enquiry, said that the Parish Council, can directly commission Flowline to undertake highways maintenance work. Flowline would need to follow all the usual NSWRA requirements, but they are familiar with that as a contractor of Suffolk County Council.

Mr. Youngman complained that the camber on the B1079 opposite the entrant to Lower Road after major work on the highway was worse than before. Mrs. Bryce will investigate.

5. District Councillor's Report District Councillor Colin Hedgley's full report is published on the Parish Council's Web Site Home Page - Important Documents <https://grundisburgh.suffolk.cloud/>

The late Rachel Smith Mr. Hedgley reported that Planning Officer Rachel Smith a Senior Planning Officer recently died in her sleep. She was an outstanding planning officer. Philip Ridley the Head of Planning, has been moved to another post, Head of Sizewell Planning. Ben Woolnough is now Head of Planning and Coastal Management at East Suffolk Council.

Gravel Pit Application (SCC/0092/24SC/SCREEN) An application has been made for a scoping application for a Gravel Pit and entrance track to be constructed on the border between Westerfield and Tuddenham and very close to the Witnesham Parish Boundary. All Parish Councils are working together to object to this application. A meeting of interested Parish Councils was held on 24th October and the MP, the County Councillor and Mr. Hedgley attended. All traffic will access the site via a new track onto the main Westerfield Road. If an application is approved there will be at least 160 lorry movements per day. But where do these lorries go when diversions are in place? Apart from that Mr. Hedgley's fear is that this will have a detrimental effect on surrounding villages and both he and County Councillor Elaine Bryce will be watching very closely for a full application. Mrs. Bryce emphasised her total opposition to this application. The Parish Council has registered its objection. This is a Suffolk County Council area of the Planning System and East Suffolk Council is only a Statutory Consultee. If approved it could be at least 16 years of heavy industrial use.

New Recycling Scheme A new recycling scheme has been agreed by East Suffolk Council which will require extra wheelie bins to be delivered to every household. Further details will be promulgated soon and it will have to take effect by 2026. Basically, residents will have two recycling bins and a food caddy. Bin emptying will work on a 3 week cycle for some bins. (see last pages) Blue Bin recycling will contain glass, tins, cartons, plastics. Green Bin recycling will contain paper and card. Brown Bin will be for garden waste. Black Bin will be for refuse. Caddy (smaller than a wheelie) will be for bio-waste. Ie food waste.

Launch of 2024 rural transport survey The 2024 Suffolk County Council rural transport survey has been launched. The survey is open until 30 November. Feedback will help us shape the requirements for future rural transport services. via www.suffolk.gov.uk/LTP

East Suffolk Council's Community Help Hub Has put together an Information and Resource Pack on Pension Credit and other support available to pension age people. . This will be distributed to the Town Councils and Parish Councils within our district to equip and enable them to support their own communities using their local knowledge, groups and networks – raising awareness of Pension Credit and other support, and encouraging people to check their eligibility and apply.

District Councillor's Report cont...

Suffolk loft insulation offer The Suffolk Climate Change Partnership has teamed up with an insulation provider to help Suffolk residents make their homes warmer and save money on their energy bills. Residents will receive a 50% discount off their purchase of 200mm or 370mm wide insulation rolls (up to £200) with free delivery, from High Loft, the UK's leading eco loft insulation brand. The offer is open to anyone in Suffolk and will only close once the allocated funding has been spent. Simply go to www.highloft.co.uk/pages/suffolk-council-200-loft-insulationcontribution and fill in the form to receive your discount code. To find out more click on this link to visit the dedicated webpage on insulation

6. Community Infrastructure Levy (CIL) Report

6.1 CIL payment On the 25th October an unexpected payment of £68,893.87 was transferred into the Council's Current Account from East Suffolk Council. This is a CIL payment from the Chapel Field development. The Parish Council had no indication that further payments were on the way. Updated report attached.

Several Councillors criticized the fact that no warning was received that this payment was due. The Clerk had contacted East Suffolk Council who confirmed that this payment was correct,

6.2 Application for grants Grundisburgh Playing Field Management Committee requests a grant of £2,821.33 (excluding VAT) for the replacement of the Pavilion exterior doors and a grant of £750 (excluding VAT) for tree surgery work on the Oak Tree in the garden of 7 Post Mill Close and the Playing Field. It was agreed that there should be separate resolutions for this application.

Playing Field Exterior Doors

Mrs. Willetts proposed seconded by Mr. J. Dunnett, to unanimous approval, that the Parish Council should award a grant of £2,821 + VAT for the replacement of the Playing Field exterior doors

Oak Tree

Some councillors expressed their opposition to the awarding of a grant to pay for the work on the Oak Tree carried out by the owner's Tree Surgeon. They considered the work did not adequately protect the newly laid tennis courts from damage caused by falling leaves, sap and bird droppings. More branches overhanging the tennis courts should have been removed as a report from the Tennis Club's arboriculturist submitted to the Playing Field Management Committee had recommended.

They also considered that the Tennis Club had not been not been satisfactorily consulted. Because of what they considered was ineffective work carried out on the tree and the lack of consultation with the Tennis Club the Parish Council should not pay for the work already carried out by the Tree Surgeon.

Mrs, Willetts explained that the Oak Tree is on the boundary of the Playing Field and half in the garden of the Taylors, 7 Post Mill Close. After trying, for sometime, without success to get it covered by a TPO, she asked Kevin Muttitt, the Parish Council's Tree Warden, to advise as to whether he considered any work was needed to the tree.

He produced a report which was agreed by the owners.-(the Taylors and the Playing Field Management Committee.

The Tennis Club then forwarded, to Mrs. Willetts, a report they had commissioned from an arboriculturist. She sent this to Mr. Muttitt, who after consultation with Tree Surgeon, Tom Roberts, recommended to the owners that this was,

in their opinion, too much for the tree, and their recommendation of a lighter touch was approved.

At a site meeting on 12th October the proposed works were explained and approved. The Tennis Club were invited but unable to attend.. The proposed works were unanimously endorsed at a meeting of the Playing Field Management Committee on the 14th October.

She had apologised to the Tennis Club about the lateness of the invitation to the site meeting explaining that the point of the meeting was to explain the reasons for the action to be taken.

Oak Tree cont...

The Parish Council plays no part in the management of the Tree which is the sole responsibility of the owners Mr & Mrs. Taylor and the Grundisburgh Playing Field Management Committee.

The role of the Parish Council is limited to responding to this application to fund the cost of the Tree Surgery work agreed by the owners and recommended by the Parish Council's Tree Warden Mr. Muttitt and Tom Parker – Tree Surgeon..

After further discussion Mrs. Willetts proposed seconded by Mr. Caryer, that the Parish Council should award a grant of £750 + VAT for work on the Playing Field Oak Tree, Approved 5 members voting for 3 members voting against.

7. Public Open Forum It was proposed by Mrs. Willetts seconded by Mr. Caryer that the formal meeting be suspended and members of the public invited to address the meeting.

The following issues were raised

- Weir Pond Green Mr. Franklin will dig pits to ascertain the water level. This information will be vital in determining any further actions to minimise flooding in that area.
- Lower Road A traffic survey was conducted before building commenced on Chapel Field and a further survey will be conducted when the development is completed. After data from both surveys has been analysed a decision will be made about any traffic mitigation measures that are needed in Lower Road.
- East Suffolk Planning Alliance Mr. Herries reported that the Community Engagement Group (CEG) met at East Suffolk House, Melton on 3rd October 2024. The CEG will be triennial and the next meeting will be in January 2025. The CEG was well attended, including the ESPA steering committee members, East Suffolk Council Chief Executive, ESC Strategic Director, ESC Head of Planning and Coastal Management, two District Councillors, Hedgley and Langdon-Morris (with ESPA).
- Tuddenham Development Mrs. Barbara Robinson – an ESPA steering committee member – thanked the Parish Council for their support of the residents of Tuddenham St Martin in their battle against the development of 25 new dwellings. Land Off Keightley Way Tuddenham St Martin. DC/22/3748/FUL. The Parish Council had formally objected to this application, Grundisburgh had suffered similarly in their fight against the building of 70 houses on /Chapel Field. The problems that Grundisburgh encountered then - Tuddenham are facing now. Mrs. Robinson said that Tuddenham Parish Council, because of this application, is so reduced in numbers that it is not functional and could not agree to support a 26 page report by Tuddenham Resident Objectors Group which is leading the fight against an appeal against non determination of this application. The Group is seeking support from other organisations and Parish Councils. Mr Rankin strongly objected to being asked to approve a document he had not seen. He could not vote in support of a report he hadn't been given the opportunity to examine. After a lengthy discussion the Chairman closed the Public Open Forum

On return to the formal meeting Mrs. Willetts proposed, seconded by Mrs. Bignell that
“Grundisburgh & Culpho Parish Council supports the Report produced by the Tuddenham Residents Objectors Group opposing the appeal against the non determination of Application DC/22/3748/FUL 25 new dwellings. Land Off Keightley Way Tuddenham St Martin”
Approved 5 members voting for 3 members abstained.

8. Chapel Field development/Footpath 20

8.1 Footpath 20 Mrs. Willetts reported that the exact line of the surfacing of Footpath 20 on the Playing Field had not been settled. A site meeting had been held with East Suffolk Council, Suffolk County Council PROW Officers and Hopkins Homes. A line, marked out by Hopkins Homes on the Field, was not the walked line.

Mr. Garnham reminded the meeting that the original specification in the 106 agreement was a tarmac surface. The Playing Field Management Committee objected and a stone type surface with no edging was substituted through which grass can grow. The line of the path as laid out was impractical. A closure notice for footpath 20 dated 18th November to 9th December had been published in the EADT.

Crushed glass had been observed in Footpath 51 on the Chapel Field development. A top dressing is to be applied which should cover the glass.

8.2 Chapel Road Mr. Caryer reported that where a new cycle/footpath joins Chapel Road, opposite Chapel Row, the hedge is obscuring visibility of vehicles travelling North on Chapel Road. A local resident is concerned that there could be an accident as cyclists, people pushing prams etc., emerge from this path. This has been reported twice to Hopkins Homes and receipt acknowledged.

9. Flooding Mr. Paul Franklin reported that on 31st October he and Geoff Caryer met with the Bast's gardening team and their preferred tree surgeon. Paul and Nick of "Finest Gardens Ltd", have cleared a lot of the undergrowth around the trees blocking the Gull River. The tree problem was revealed to comprise more than just the 3 trees initially identified. For example, multiple willow tree trunks are growing from one complicated root system that criss crosses and blocks the much-reduced Gull.

The tree surgeon was confident he could remove tree trunks and JCB out all the root systems and we await details on the proposed way forward. Mrs. Willetts would write to the owner, Mr. Lambert, to urge work to commence as soon as possible before the wet winter weather arrives.

Mr. Franklin confirmed that he will continue to clear undergrowth from the banks of the Gull, to check for additional blockages and would appreciate any help that can be offered with this task

10. Planning Mrs. Willetts reported.

10.1 Applications approved by East Suffolk Council since the last Parish Council meeting.

DC/24/1659/FUL Mistyleigh Boundary Farm Clopton Road Grundisburgh Installation of 20 ground mounted Solar PV panels, connected to the property by underground cable - including the provision of battery storage.

DC/24/3275/TPO Akenfield Meeting Lane Grundisburgh Ash (T1 on plan) - Fell 1no. Sycamore (T2 on plan)

DC/24/2973/TCA Basts Woodbridge Road, Grundisburgh. Submitted by Grundisburgh and Culpho Parish Council. Permission to fell 3 trees. Mixed species (X on plan)

DC/24/3071/TCA 3 Laural Cottages, Rose Hill, Grundisburgh Robinia (T1 on plan) - Crown reduction up to 1.5 metres Holly (T2 on plan) - Crown reduction up to 1.5 metres.

10.2 Applications received since the last Parish Council meeting.

DC/24/3217/LBC DC/24/3216/FUL Purbrook House The Green Grundisburgh Listed Building Consent Conversion of the existing butcher's shop to residential annexe. Conversion of the existing rear utility room, wc, hall and butcher's store room to create an open plan kitchen and dining room, including repositioning of wc. Formation of snug and boot room. Alterations to existing ensuite bathroom and wardrobes. Replacement of existing sliding sash windows to front elevation, including the butcher's shop window, and side window to first floor hideaway. Slightly amended scheme to previously approved.

Planning cont...

DC/24/2708/FUL Land off Stoney Road Grundisburgh Change of use of the land for the proposed erection of a Scout Hall and use of the land for scouting activities

DC/24/3618/ARM Approval of Reserved Matters of DC/22/1609/OUT - Outline Application (Some Matters Reserved) Land off Cranworth Close Grundisburgh Construction of up to six dwellings (Class C3), provision of parking, hard and soft landscaping, access, open space and other associated works - Reserved matters application (appearance, landscaping, layout and scale) for the erection of six dwellings, with associated infrastructure including the discharge of conditions 2, 4, 8, 9, 20 and 21 of outline consent DC/22/1609/OUT. Seven letters of objection had been published on East Suffolk council's website.

Comments sent to East Suffolk Council

DC/24/3618/ARM Land Off Cranworth Close Grundisburgh.

Approval of Reserved Matters of DC/22/1609/OUT - Outline Application (Some Matters Reserved) Construction of up to six dwellings (Class C3), provision of parking, hard and soft landscaping, access, open space and other associated works - Reserved matters application (appearance, landscaping, layout and scale) for the erection of six dwellings, with associated infrastructure including the discharge of conditions 2, 4, 8, 9, 20 and 21 of outline consent DC/22/1609/OUT.

Below is the objection dated 31st May 2022 sent by Grundisburgh & Culpho Parish Council after consultation with the residents of Cranworth Close on the outline application. Those objections have not been addressed in the current application.

DC/22/1609/OUT Construction of up to six dwellings (Class C3), provision of parking, hard and soft landscaping, access, open space and other associated works.

An Extraordinary meeting of Grundisburgh and Culpho Parish Council was held on May 18th 2022 to discuss the above application. 18 members of the public were present.

Members of the public were invited to comment on the proposals produced by Flagship housing. All were residents of Cranworth Close, all objected to the reducing of accessible parking provision on the site. Whilst the addition of more affordable houses was welcomed doubts were expressed as to whether adequate provision had been made for vehicle parking. It was considered that the plans would result in less vehicle manoeuvrability in the area. The community area as planned was felt to be unnecessary as all the existing properties had gardens. The land would be better used to provide parking and adequate footpath provision for the existing residents of the bungalows.

Infill development can have the potential to harm the character of a streetscape if not carefully designed or if it takes place on unsuitable sites such as those which are too small.

The parish council considers that site A in the Design & Access statement could accommodate 2, 3bed dwellings with parking for 2 vehicles to the side of the properties. That would avoid the total garden area to the front of the properties being used as a car park.

The northern site B in the Design & Access statement could accommodate 2,2bed dwellings with parking for 2 vehicles to the side of each property and could also provide a dedicated parking space for no 9 there by avoiding the need for the space on the access to Site B

The proposed infill development would then be supported by Policy SCLP5.7: of the Local Plan which states

- a) The scale, design and materials would not result in harm to the street scene or character of the area.*
- b) The proposal is well related in scale and design to adjacent properties, including the design of curtilage areas, parking and access, and incorporates landscaping where appropriate to mitigate any potential impacts or to enhance the appearance of the site.*
- c) There would not be significant harm to residential amenity of occupants of either the existing or proposed dwellings.*
- d) Existing and proposed dwellings have sufficient curtilage space.*

Planning cont...

The parish council objects to the proposals to create a communal green area in the centre of the site. It is unnecessary as the village green; the centre of our village community, is very close to the site. It is suggested by the existing residents and the parish council that this area should be redesigned to create more parking for the residents of the bungalows and adjoining houses.

Dropped kerbs should be provided to all suitable properties to reduce on street parking and assist in access for emergency vehicles to the entrance of the footpath linking Cranworth Close to The Driftway.

On 28th October 2024 Grundisburgh & Culpho Parish Council held an Extraordinary Meeting of the Council to discuss DC/24/3618/ARM Land Off Cranworth Close Grundisburgh. 15 members of the public were present. Below is an extract from the draft minutes

3. Public Open Forum – relating to item 4 Mrs. Willetts explained that Flagship have submitted the details of their proposal laid out in their previous application DC/22/1609/OUT which was approved by East Suffolk Council on the 17th February 2023.

The layout of the properties is the same as the original outline plan. 3 terraced properties, 2, 2bed and 1, 3bed on the northern site, with parking for 3 cars within the area and 1 car on the access drive. This area also has a storage area for dustbins.

On the site closest to the Village Green a pair of semidetached 2 bed and a detached 3 bed each with parking for 2 cars within the curtilage. There is still a proposed area of public open space.

Mrs. Willetts invited members of the public to address the meeting

The following comments were made.

- *The addition of more affordable homes in Grundisburgh was welcomed but this proposal presented problems.*
- *Parking is very problematic at the moment and will only worsen with the addition of 6 more homes.*
- *Delivery, Service and Bin Collection vehicles have great difficulty in manoeuvring in the Close.*
- *A survey revealed that currently there are 40 cars based in the Close and this could increase as several mainly elderly residents do not own a vehicle. New tenants are likely to be car owners.*
- *Difficulties in finding a parking space could lead to Anti Social behaviour.*
- *There is no need for a communal green area in the centre of the site as the Village Green is very close. This area could be better used for car parking.*
- *Difficulties with parking vans and lorries whenever any works or repairs were being carried out on existing properties*

4. To formulate the Parish Council's response to East Suffolk Council

DC/24/3618/ARM Land off Cranworth Close. Construction of up to six dwellings (Class C3), provision of parking, hard and soft landscaping, access, open space and other associated works -On return to the formal meeting and after further discussion Mrs. Willetts proposed seconded by Mr.Caryer that the following response be submitted to East Suffolk Council. Approved 6 members voting for 1 member (Mr.J.Dunnett) voted against.

The Parish Council objects to....

- a) *the proposed 6 properties on the site*
- b) *the area of public open space.*

The Parish Council considers that site A, the site closest to the Village Green could better accommodate 2, 3bed dwellings with parking for 2 vehicles to the side of each of the properties.

The northern site B could better accommodate 2, 2bed or 2, 3 bed dwellings with parking for 2 vehicles to the side of the properties and could then provide a dedicated parking space for No 9 and visitor parking thereby avoiding the need for the space on the access to site .

The proposed infill development would then be supported by Policy SCLP5.7: (of the Local Plan adopted 2020). which states)

- a) *The scale, design and materials would not result in harm to the street scene or character of the area.*
- b) *The proposal is well related in scale and design to adjacent properties, including the design of curtilage areas, parking and access, and incorporates landscaping where appropriate to mitigate any potential impacts or to enhance the appearance of the site.*
- c) *There would not be significant harm to residential amenity of occupants of either the existing or proposed dwellings.*
- d) *Existing and proposed dwellings have sufficient curtilage space*

The Parish Council objects to the proposals to create a communal green area in the centre of the site. All the existing semidetached properties have garden areas within their curtilages and the Village Green; the centre of our village community, is very close to the site. It is suggested by the existing residents and the Parish Council that this area should be redesigned to create more parking for the residents of the bungalows and adjoining houses as the loss of the garage blocks will make the manoeuvring of vehicles problematic with the existing layout.

All the existing properties on Cranworth Close are semidetached offering direct access to rear gardens. To cram 3 terraced properties on the northern site with a narrow access containing a designated parking space, will cause unnecessary problems. The central property of the 3, will have to access the rear garden through the house.

A pair of 2 or 3 bed properties with parking could be accommodated on this site, thereby getting rid of all the problems caused by designated parking and dustbin storage in front of the properties in a communal area.

As all the existing properties on Cranworth Close have private garden space. The proposed landscaping and visitor cycle parking is totally unnecessary on this small site. That area of the site must have more off road parking spaces for existing residents and visitors to alleviate the manoeuvring space lost within the garage curtilages.

The minutes above show clearly that the Parish Council have consulted directly with the existing residents of Cranworth Close since the first application was submitted to the local planning authority in 2022. The opinions expressed at those meeting have formed the main point of Parish objections. The Parish have listened and put forward suggested changes to the layout of The Flagship proposals.

- A reduction in the number of proposed properties.
- Redesigning the open area to incorporate more parking.

These changes should help to alleviate the main, very real concerns, of the existing residents.

The Parish Council welcomes all the proposals contained in 6.1 Environmental Sustainability. Page 25 of the Design & Access Statement. Particularly the proposals to include

- Renewable Energy, Photovoltaic panels to roof, and air source heat pumps,
- Electric vehicle charging post within car parking spaces 1 per dwelling.
- Cycle storage unit 1 per dwelling for 2 bikes within rear garden.
- 2 waste bins per dwelling within rear garden.

DC/24/3285/FUL Barn at Poplar Farm Charity Lane Grundisburgh. Conversion of agricultural barn to self-build dwellinghouse (following grant of planning permission under ref. DC/23/2452/P3Q).

DC/24/3785/TCA Hillside Cottage Grundisburgh 1no. Beech (T1 on plan) - Reduce height by 3 metres and prune sides by up to 2.5 metres 1no. Beech (T2 on plan) - Reduce height by 3 metres and prune sides by up to 2.5 metres 1no. Cherry (T3 on plan) - Reduce height by 3 metres and prune sides by 2 to 2.5 metres

DC/24/3842/TCA Thistleton The Street Grundisburgh 1no. Bay (T1 on plan) - Fell 1no. Walnut (T2 on plan) - Crown raise to 5 metres on the allotment side and reduce lateral spread by 1-1.5 metres 1no. Magnolia (T3 on plan) - Crown Reduction - reducing the height and spread of the tree by 1-1.5 metres and balance.

10.3 Applications still outstanding.

DC/24/1471/FUL 2 Apple Tree Cottages Otley Road, Grundisburgh

Construction of a new detached double garage

DC/24/2113/TPO 5 Thomas Walls Close Grundisburgh. A1 of TPO No. 29 / 1987 1no. Hawthorn (T1 on plan) - Fell 1no. Sycamore (T2 on plan) - Crown lift by removing six lowest branches back to trunk, and prune back upper side branches by 2 metres over neighbours property

DC/24/0031/FUL Elm Tree Farm, Wood Farm Road, Grundisburgh. Conversion of existing redundant agricultural buildings to provide four residential dwellings including the demolition of the large general-purpose barns, a silo and an additional covered storage building present on the site plus access and landscaping with associated private amenity space, parking and replacement cartlodes at the site.

DC/24/1237/FUL Grundisburgh Baptist Chapel, Chapel Lane, Grundisburgh. Change of Use of redundant building (class F1 (f) to create three dwellings (class C3) and associated landscaping.

Comments sent 16th June, 2024

DC/24/1579/VOC Variation of Condition 2 of DC/22/1146/FUL

Construction of detached bungalow - To substitute new attached drawing to those approved. Land Adjacent To 3 Pine Grove Grundisburgh IP13 6UL The Parish Council objections were ignored. Highways considered that there was no problem with access in Lower Road.

Work has started on this oversized property causing even more difficulties for the residents of Lower Road. The large diggers and the delivery lorries just can't turn into Pine Grove, they have already damaged the banks.

11. East Suffolk Community Partnerships No report

12. Financial Matters

12.1 Payments received since the last meeting

Barclays Business Premium Account	£533.08	Interest
East Suffolk Council	£10,000.05	Precept – 2 nd instalment
East Suffolk Council	£68,893.87	CIL payment

Allotment Rents

Mrs.J .Burrows	£12,50	Mr & Mrs. Camerson	£25.00
Mr & Mrs. Chittock	£25.00	Mr. R. Piercy	£12.50
Mr.K. Haddock	£25.00	Mr & Mrs. Henderson	£25.00
Mrs. E. Higgins	£25.00	Mr. A. Leech	£12.50
Mr.P. Turner & Jo Kersey	£50.00	Mr & Mrs. Wells	£25.00
Mr & Mrs. Shearing	£12.50	Mrs.R.L.English	£12.50
Mr.O. Bagley	£12,50	Mrs.C .Barber	£25.00
Mr & Mrs. Garrod	£25.00	Mr & Mrs. Herries	£25.00
Mrs. L O'Kane	£12.50	Mr. W .Herbert	£37.50

Financial Matters cont...

12.2 Ratification of payments made since the last meeting and approved at the time

East Suffolk Council	£98.75	Printing – Annual Parish Meeting
Mr. R. Fletcher	£170.00	Village Green grass cutting - June
HM Revenue & Customs	£128.20	Income Tax
Grundisburgh Village Hall	£9.60	Committee Room B1079 Meeting 12 July
PKF Littlejohn LLP	£378.00	Audit Fee 2023/2024
East Suffolk Services Limited	£62.40	St Mary's wheeled bin
Mr.C.Dow	£438.45	Village Maintenance
Mr.R.Fletcher	£260.00	Village Green Mowing July
	£165.00	War Memorial Yew Hedge cut
Highway Assurance Ltd	£4,427.54	Old Forge Store forecourt – resurfacing
Mr.C.Dow	£222.20	Village Maintenance
Williams Store	£27.36	Dog Waste Bags
Mr.G.Caryer	£145.01	Insurance – Grundisburgh Conservation Group
Anglian Water Business (National) Ltd	£15.23	Allotment Water Charges
Mr.J.Ager	£513.05	Clerk's Salary August/September 2024
	£58.59	Clerk's Expenses
	£83.00	RBL Remembrance Wreaths
	£22.74	Printer Toner Cartridge
HM Revenue & Customs	£128.20	Income Tax
Lunch Club	£200.00	Grant
Business Services at CAS Ltd	£536.11	Insurance renewal from 01/10/2024
Grundisburgh Primary School	£10,392.00	Reconfiguration of Atrium

It was proposed by Mrs. Willetts seconded by Mr. Caryer, to unanimous approval, that these payments be ratified.

12.3 Emergency payments made prior to the meeting

Mrs. H .Langdon	£60.00	Tour of /Brittain Cycle Race - Cakes
Mrs. C. Garnham	£30.00	Tour of /Brittain Cycle Race - Cakes
Mrs. A. Willetts	£100.00	Tour of /Brittain Cycle Race - Catering equipment
	£70.68	Tour of /Brittain Cycle Race - Drinks & paper cups
Mrs.A.Banham	£105.35	Tour of /Brittain Cycle Race – Barbecue
Mrs.A.Willetts	£289.00	Planning application fee – New HQ
Brave Futures	£50.00	Replaces cancelled cheque for Fresh Start 103359
R.J.Isbell & Son (East Anglia) Limited	£100.00	Allotment Rent 2023
East Suffolk Council	£133.97	Tour of Brittain Cycle Race – grant underspend
Mr.C.Dow	£110.30	Village Maintenance
Mr.M.Harris	£160.00	Grundisburgh Corner Scheme License
Vertas Group Limited	£298.86	Playingfield Grass Cutting 01/10/2024 – 31/12/2024
East Suffolk Services Ltd	£86.40	Direct Debit St. Mays wheeled bin - emptying
Ipswich Borough Council	£4,560.00	BACS Millenium Meadow Supply and installation of Pond dipping platform, new oak bridge, handrails and Pond de-silting by Greenways.
East Suffolk Services Ltd	£62.40	Direct Debit St Marys wheeled bins Hire 1 Oct – 31 Dec
Mr. R. Fletcher	£65.00	Village Green Grass Cutting
	£165.00	War Memorial Yew Hedge
Mr.P. Franklin	£211.97	Millenium Meadow – Hedge Trimmer, Battery, Timber Oil
Mr.C.Dow	£38.55	Village Maintenance

Finance cont...

12.4 Other payments requiring approval

Mr.J.Ager	£512.85	Clerk's Salary October/November 2024
	£70.04	Clerk's Expenses
HM Revenue & Customs	£128.40	Income Tax
SALC	£27.00	6 months Payroll Service period ending 30 Sept 2024
Ipswich Borough Council	£550.00	Greenways Millennium & Lyttleton Meadows Grass Cutting
Glasdon UK Limited	£3,478.08	Grundisburgh Corner Signs
Mr. R. Fletcher	£195.00	Village Greens grass cutting September

It was proposed by Mr. Caryer seconded by Mr. Dow, that these payments be made.

Approved 7 members voting for 1 member abstained.

12.5 Account Balances as at 11 November 2024

Business Premium Account	£188,078.30
Current Account	£20,862.93
VAT to claim	£6,183.44
TOTAL	£215,124.67

12.6 Budget Report attached

13. Roads & Transport No report

14. Footpaths & Conservation

14.1 Proposal to begin negotiations to lease land adjoining the allotments through to Meeting Lane as a Conservation Area. The Clerk was asked at the previous meeting to write to the site's owner expressing the Parish Council's interest in managing the site and asking the form and length of the agreement he would require. He wrote on the 10th September. So far no reply has been received.

14.2 Steps between Gurdon Road and Half Moon Lane and steps opposite.

Mr. Caryer reported that following multiple reports to Suffolk County Council the following response was received on 8th November:

"Thank you for your recent follow up reports on these steps, you are quite right although they are on our capitol works list for repair/ replacement they have been on there for some time. We have such a high volume of works other issues have taken priority. I am in Grundisburgh this afternoon and will take another look as it looks from the photographs you have supplied that they have deteriorated since I last saw them and will chase works accordingly. "

14.3 Other Footpath Problems: Mr. Caryer reported that a number of issues with footpaths (including footpaths not passable due to ploughed fields, overgrown hedges, broken styles) have been reported to Suffolk County Council PROW.

15. Village Maintenance Mr. Dow reported that the Spruce Up Team had made a huge impact on the appearance of the village and had fun in the process. The Spruce Up days had created a great atmosphere in which to work. "Spruce Up" had been superseded by "Grundforce".

Looking forward, Mr. Dow suggested that his "Team" should link up with other village groups and organisations. The Explorers will be carrying out maintenance work on the Lyttleton Meadow pond area. 100 daffodil bulbs will be purchased for £150 for planting on various sites in the village. Quotations will be obtained for restoration work on the bus shelters. Mr. Dow said that the Gurdon Road footpath steps were on the Maintenance Group's job list. County Council funding is available for the replacement of road signs.

A Team Building event is to be held in the Parish Rooms on the 19th December.

Mrs. Willetts is to conduct a survey of dog waste bins with dog walkers to make recommendations where more bins need to be sited.

16. To receive reports from Council representatives to village organisations

Mr. Caryer reported that SAVID (Safer Village Driving) AGM will be held at 6.30 PM on 14th November at Parish Room, Felixstowe Road, Martlesham, all are welcome.

2024 Road Safety Week will be 17th to 23rd November. Grundisburgh will host a banner on The Green. The Quiet Lanes sign at the junction of Lower Road and B.1079 advising of the start of a quiet lane has disappeared. This has been reported.

17. Public Open Forum It was proposed by Mrs. Willetts seconded by Mr. Caryer that the formal meeting be suspended and members of the public invited to address the meeting.

The following issues were raised

- Playing Field Pavilion Mr. Garnham, Chairman Playing Field Management Committee, apologised for submitting an application for CIL funding for the replacement of three Pavilion doors after the work had been completed. The old doors were in such an appalling state that they posed a security risk and their replacement couldn't be delayed.
- Weir Pond Green The warning sign on the Green is loose in the ground. Mr. Caryer will re-set the post.
- Dog Waste Bags Williams Store used to hold a supply for free collection by dog owners. A new distribution point is needed.
- Allotments Mr. Herries reported that two plots are severely neglected. He asked Mr. Allen Dunnett and Mrs. Bignell accompany him to inspect the plots and for the Parish Council to take any necessary action.

18. Items for next meeting

- Review Financial Standing Orders, Standing Orders & Risk Assessment
- The installation of a Picnic Bench on Lyttleton Meadow

19. Any other business

2025 Council Meetings January 13 March 10 May 19 July 14 September 8 November 10
Parish Rooms

2025 Annual Parish Meeting May 14 – Village Hall

20. Co-option of a member for Grundisburgh – closed session No applications had been received.

Grundisburgh & Culpho Parish Council				
Community Infrastructure Levy Report				
		Receipts	Payments	Balance
25/10/2017	Old House Half Moon Lane	£102.17		£102.17
25/04/2018	Old House Half Moon Lane	£102.17		£204.34
26/10/2018	Old House Half Moon Lane	£105.26		£309.60
03/05/2019	Land Adjacent 5 Post Mill Crescent	£622.43		£932.03
14/04/2020	The Granary, Otley Road	£3,560.89		£4,492.92
16/10/2020	The Granary, Otley Road	£688.28		£5,181.20
19/07/2021	New Village Hall Solar Panels		£5,181.20	NIL
26/04/2022	Old Village Hall site	£127.57		£127.57
21/10/2022	Chapel Field development	£69,775.68		£69,903.25
12/04/2023	Old Village Hall site	£1,963.09		£71,866.34
13/04/2023	Speed Indicator Device (SID)		£3,474.00	£68,392.34
14/12/2023	Primary School Defibrillator Box		£604.00	£67,788.34
19/01/2024	Village Hall Accoustic Panels		£2,699.10	£65,089.24
	Tennis Courts resurfacing		£2,721.90	£62,367.34
11/03/2024	Tennis Courts resurfacing		£17,278.10	£45,089.24
10/04/2024	Chapel Field development	£66,867.58		£111,956.82
10/08/2024	Re-surfacing Old Forge Stores forecourt		£3,689.62	£108,267.20
09/09/2024	Primary School Atrium reconfiguration		£10,392.00	£97,875.20
04/10/2024	Millennium Meadow maintenance		£3,800.00	£94,075.20
25/10/2024	Chapel Field development	£68,893.87		£162,969.07
12/11/2024	Playing Field Pavilion install 3 doors		£2,821.33	£160,147.74
	Playing Field Oak Tree Surgery		£750.00	£159,397.74
	Grundisburgh Corner Signs		£2,898.40	£156,499.34
		£212,808.99	£56,309.65	
	<u>Allocated Funds</u>			
	Grundisburgh Corner Restoration	£2,101.60		
	Sandboxes	£1,000.00		
	Lower Road signage	£500.00		
	Dog Poo Bins	£2,000.00		
	Millennium Meadow Maintenance	£1,200.00		
	Village Green Maintenance	£5,000.00		
	1st Grundisburgh Scouts	£14,300.00		
	Unallocated	£130,397.74		
	TOTAL	£156,499.34		

Budget 2024/2025

01/04/2024 Through 31/03/2025 Using Budget 2 (in Pound)

07/11/2024

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Category Description	01/04/2024 Actual	- Budget	31/03/2025 Difference
INCOME			
Allotment Rent	400.00	450.00	-50.00
Bank Interest	950.13	200.00	750.13
CIL payment	135,761.45	0.00	135,761.45
Precept	21,000.10	21,000.00	0.10
Tour of Brittain Cycle Race 2024	500.00	0.00	500.00
TOTAL INCOME	158,611.68	21,650.00	136,961.68
EXPENSES			
Administration			
Audit Fee	315.00	350.00	35.00
Clerk			
Expenses	450.56	500.00	49.44
Income Tax	384.80	0.00	-384.80
Office	0.00	577.00	577.00
Payroll Service	22.50	50.00	27.50
Salary	2,052.00	3,854.00	1,802.00
Soc.Clks	0.00	105.00	105.00
Training	0.00	50.00	50.00
TOTAL Clerk	2,909.86	5,136.00	2,226.14
Clrs. Exp.Train	64.00	500.00	436.00
Data Protection	0.00	40.00	40.00
Hire of Rooms	186.60	400.00	213.40
Insurance	536.11	500.00	-36.11
Laser Printer	78.90	100.00	21.10
Parish Meeting	348.22	500.00	151.78
Photocopying	98.75	110.00	11.25
SALC	591.71	580.00	-11.71
Stationery	0.00	200.00	200.00
Website	0.00	110.00	110.00
TOTAL Administration	5,129.15	8,526.00	3,396.85
Grant Refund Tour of Britain	133.97	0.00	-133.97
Run Costs			
Bags of Food	500.00	500.00	0.00
Bus Shelters			
Cleaning	300.00	300.00	0.00
Repairs	0.00	500.00	500.00
TOTAL Bus Shelters	300.00	800.00	500.00
Defibrillator	58.95	200.00	141.05
East Suffolk Planning Alliance	0.00	100.00	100.00
Highways			
Grundisburgh Corner	3,058.40	0.00	-3,058.40
SAVID	0.00	50.00	50.00
Snow Clearing	0.00	200.00	200.00
Speedwatch	0.00	150.00	150.00
TOTAL Highways	3,058.40	400.00	-2,658.40
Local Fighting Fund	0.00	1,000.00	1,000.00
Lunch Club	200.00	200.00	0.00
Pks Open Spa			
Allotments	161.93	300.00	138.07
Benches	0.00	500.00	500.00
Dog Fido Bins	22.80	150.00	127.20
Footpaths & Environment	0.00	150.00	150.00
Lyttleton Meadow	50.00	0.00	-50.00

Budget 2024/2025

01/04/2024 Through 31/03/2025 Using Budget 2 (in Pound)

07/11/2024

Page 2

Category Description	01/04/2024 Actual	- Budget	31/03/2025 Difference
Millennium Meadow	4,621.65	1,100.00	-3,521.65
Notice Boards	0.00	100.00	100.00
Old Forge Stores Forecourt Repair	3,689.62	0.00	-3,689.62
Playingfield	747.15	1,000.00	252.85
River Water Testing	0.00	100.00	100.00
St.Bots	350.00	350.00	0.00
St.Mary	640.00	640.00	0.00
Village Greens			
Hedges	330.00	0.00	-330.00
Mowing	1,660.00	2,000.00	340.00
Posts & Rails	0.00	300.00	300.00
Stream	500.00	500.00	0.00
Trees	0.00	100.00	100.00
Xmas Tree	0.00	200.00	200.00
TOTAL Village Greens	2,490.00	3,100.00	610.00
Village Maintenance	680.20	0.00	-680.20
War Memorial	0.00	200.00	200.00
Wheeled Bin	354.00	800.00	446.00
TOTAL Pks Open Spa	13,807.35	8,490.00	-5,317.35
Primary School	10,392.00	0.00	-10,392.00
Scouts	289.00	0.00	-289.00
Tour of Britain Cycle Race 2024	366.03	0.00	-366.03
Youth Club	600.00	600.00	0.00
TOTAL Run Costs	29,571.73	12,290.00	-17,281.73
Section 137			
Brave Futures	50.00	50.00	0.00
British Legion	69.17	100.00	30.83
Citizens Advice	100.00	100.00	0.00
Communities Together East Anglia	50.00	50.00	0.00
CPRE (Suffolk Preservation Soc)	72.00	48.00	-24.00
Disability Advice Service	100.00	100.00	0.00
East Anglian Air Ambulance	100.00	100.00	0.00
Headway	50.00	50.00	0.00
Lighthouse	100.00	100.00	0.00
Sflk Accid Resc	100.00	100.00	0.00
St Elizabeths Hospice	50.00	50.00	0.00
St.Botolphs Benefice Magazine	100.00	100.00	0.00
Starlight	50.00	50.00	0.00
Suffolk Family Carers	100.00	100.00	0.00
SWLT	100.00	100.00	0.00
TOTAL Section 137	1,191.17	1,198.00	6.83
TOTAL EXPENSES	36,026.02	22,014.00	-14,012.02
OVERALL TOTAL	122,585.66	-364.00	122,949.66