

Minutes of Hollesley Parish Council Meeting

Held on 16th February 2023 ~ 7.30pm

At Hollesley Village Hall, Woodbridge Road, Hollesley

Present

Cllr. Brian Devine (Chair), Cllr. Jane Baker, Cllr. Carolyn Bevan-Biggs, Cllr. Trevor Burbridge, Cllr. Roger Dawson, Cllr. John Hardwick, Cllr. James Mallinder, Cllr. Andrew Rust, and Cllr. Anna Yates

Judi Hallett (Clerk)

Cnty. Cllr. Andrew Reid

Dist. Cllr. James Mallinder

Three Members of the Public

The meeting was preceded by a Question and Answer session, attended by Dr Lindsey Crockett and Ms Sarah Fiddes, regarding the proposed closure of the Hollesley Branch Surgery. No record of this was kept

The Chair welcomed everyone to the meeting

Record of Public Session:

a) Reports or comment from any member of the public or any other village organisation (notes only):

- Proposed closure of the Surgery – this is a done thing, the decision has already been made, how have so many patients been lost?, The village could sort out all the issues (screens, Broadband, etc.) 4 hours is not enough, some people do not drive and some people will not understand how the triage system works and to insist on a call back, older people often don't know to be persistent, people need to be encouraged to insist on a call back from a Doctor, if they are unwell
- Virtues Corner – This road has recently been swept and the ditches have been re-dug
- Roads – The deteriorating edges of the roads need to be reported, so we can see if the system works
- Bulbs outside Moorlands – Need to be protected [Clerk to request grass is not cut]

b) Reports or comment from ESC and SCC Councillors:

- Cllr. Reid – Cllr. Reid's report had been circulated and he expanded on the following items:
 - Surgery - Happy to attend to hear the Q&A session, if there are any further questions regarding Primary Health Care please let me know
 - Thermal Imagine Project – I will pass on messages re. the value of the project, well done for taking part and working with the Officers
 - Road Edges – These all need to be reported via the online tool, they will then be evaluated and repaired on a priority basis

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- Deer – there are lots of issues, no one is keeping a tally, there are regular culls by land owners
- Cllr. Mallinder – Cllr. Mallinder’s report had been circulated and he further reported on the following items:
 - Surgery – I have written to Doctors and VV, well done for arranging the meeting, we don’t know who is ‘setting the agenda’ for this
 - Environmental – Feeding the Bees and ES in Bloom is underway
 - Elections – Work will be quiet around the Pre-Election Period
 - Bins – Working on recycling bins for old electrical equipment
 - Eyke – Working with AONB team on the impact on the School and AONB, and asking about transport issues the houses will cause
 - Bawdsey – Work on the car park and pavements underway
 - Planning Enforcement – Pig Feed Silos on Melton Road are being monitored and should be removed by August.

Agenda Item	Resolution / Agreement / Fact	Action
1. <u>Apologies for Absence</u>		
a) To receive apologies	a) No apologies had been received.	a) N/A
b) To approve apologies	b) N/A.	b) None
2. <u>To receive any...</u>		
a) Declarations of Pecuniary Interest	a) None	a) None
b) Declarations of Non-Pecuniary Interest	b) None	b) None
c) Applications for Dispensation on Agenda Items	c) None	c) None
d) Declarations of Gifts or Hospitality received over the value of £25.00	d) None	d) None
e) Notifications of Lobbying with reference to any Planning Application to be discussed	e) None	e) None
3. Public Session	<i>See above record</i>	● See above
4. To agree <u>Minutes</u> of meeting dated 1 st February 2023	The minutes had been circulated to all and minor corrections had been noted. The minutes were proposed as correct by Cllr. Burbridge, seconded by Cllr. Rust and all present for all of the meeting agreed they were correct.	● Clerk to post on the Website

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Agenda Item	Resolution / Agreement / Fact	Action
<p>5. <u>Finance Matters:</u></p> <p>a) To receive and accept Accounts as at 31st January 2023</p> <p>b) To receive report on the Scribe Accounting Software from the Clerk</p> <p>c) To discuss current reserve levels held by the Council and if these need to be altered</p> <p>d) To authorise the following Invoices for Payments: i. There were none</p> <p>e) To note Payments made since last meeting: i. None</p> <p>f) To note Payments received since last meeting: i. None</p>	<p>a) The accounts to 31st January 2023 had been circulated to all and Cllr. Burbridge agreed to verify the actual figures in the bank accounts after the meeting</p> <p>b) The Clerk reported that she had attended a demo on the Scribe Accounting Software and had been impressed. She felt it would initially take time to set up but once established could save time, especially at year end and when completing the VAT return and would allow her to produce reports on the Budget and Actual figures very easily. She suggested that, as Ufford PC would also be using the software, they trial it for one year and, if all was well, Hollesley moved over for the 2024/25 Accounts; this was agreed by all. The Clerk was asked to try to keep a record of time saved using the software, if possible.</p> <p>c) The Clerk distributed the Reserves details and explained all items. It was commented that the General Reserves were not a high as they had been previously, but that they were adequate for emergencies and had been spent on items to improve the village. It was further commented that funds for major projects could be built up in the coming years and that there were often grants available.</p> <p>d) N/A</p> <p>e) Noted</p> <p>f) Noted</p>	<p>a) Cllr. Burbridge to verify figures</p> <p>b) Clerk to monitor the Scribe software</p> <p>c) Clerk to monitor</p> <p>d) N/A.</p> <p>e) None</p> <p>f) None</p>

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Agenda Item	Resolution / Agreement / Fact	Action
<p>6. To discuss the following <u>Planning Applications</u>:</p> <p>a) DC/23/0372/TPO W1 of TPO No. 139 / 2000 1no. Woodland block (outlined red on plan) - Repeated pruning operations (see application for details) - The Bracken House 1 Acorn Rise Hollesley</p> <p>b) To discuss applications DC/22/4775/FUL and DC/23/0203/FUL for 65 dwellings in Eyke and the impact they will have on the Melton Railway Crossing and Crossroads</p>	<p>a) Councillors made the following comments:</p> <ul style="list-style-type: none"> • This TPO was established when these trees were under threat from development a few years ago, they must be protected • This is not a specific Conservation Area but we are in the AONB • We must ensure this allows pruning of the overhanging branches only and not cutting back of the whole tree • This wood must be preserved • Conclusion: No objection, as long as the permission permits only overhanging branches to be cut back to the boundary and not to the ground and all major work still requires a separate permission (Prop: Cllr. Burbridge, Sec: Cllr. Rust, all in agreement) <p>b) Councillors made the following comments:</p> <ul style="list-style-type: none"> • This is a long way from Hollesley but the additional traffic will further clog up the Melton Crossroads and Wilford Bridge Roundabout; what steps will the developers take to mitigate against this? • There was talk of a road from Bentwaters to the A12 but that would be very expensive. • Bromeswell and Melton are a bottle-neck and more houses in Eyke will make the situation worse for Peninsula residents • More houses will help local businesses • What about facilities for cyclists and pedestrians? • Bentwaters is going to be used for construction materials for Sizewell, this will make the situation even worse • Conclusion: Clerk to raise Council's concerns with ESC Planning 	<p>a) Clerk to respond to ESC</p> <p>b) Clerk to respond to ESC</p>

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<p>c) To discuss speaking with ESC Planning Department, with reference to ‘workers vehicles’ when development is permitted, requesting a detailed agreement on where all the work vehicles will be parked during the construction or alterations of any building(s), forms part of the conditions for consent</p>	<p>c) Concern was raised that contractors vehicles for smaller developments often parked in the road and on verges as there were not requirements for a plan to be in place, as there was for larger development. Councillors suggested ESC Planning was contacted to request that such a plan is part of all planning permissions and that contractors are not permitted to cause an obstruction on the highway</p>	<p>c) Clerk to write to ESC Planning</p>
<p>7. <u>Highways:</u></p> <p>a) To discuss issues of cars parking on pavements, blocking the path of residents, especially those with wheelchairs or buggies</p> <p>b) To receive update on New Benches at Tank Hill and Allotments</p> <p>c) To receive comments from Oak Hill residents, re. proposed new Bus Shelter at Oak Hill</p>	<p>a) The following comments were made:</p> <ul style="list-style-type: none"> • This happens outside the shop and the garage, and in other areas of the village • Parking on the Pavement is not illegal in itself, blocking the highway is, but enforcement is a police issue and they cannot be in the village every second • There are new signs on the fence next to the shop, these may help • If parking restrictions were in place this would only move the issue further down the road • Conclusion – Clerk to place a further article in the next Village Voices <p>b) The Clerk reported the site meeting had taken place and installation of the benches was expected at any time. Thanks were also mentioned to a member of the HMP Hollesley Bay staff and a prisoner for clearing brambles at the site at Tank Hill. It was also suggested that spring bulbs could be planted around the new benches.</p> <p>c) The Clerk reported that 8 residents had been contacted (by hand delivered letter), three had responded positively, the other 5 had not responded. It was agreed that the next steps would be for the Clerk to write to the Suffolk Punch Trust to advise them of the intension to place a shelter in the location (on Highways land) and to contact SCC Highways for details of next steps to be taken</p>	<p>a) Article in Village Voices</p> <p>b) Clerk to monitor and report back</p> <p>c) Clerk to contact SCC and SPT</p>

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<p>d) To discuss format and date/time of Annual Litter Pick</p>	<p>d) It was agreed that the date of the Annual Litter Pick would be 18th March, meeting at 10.00am at the Village Hall, but then travelling to the coast to carryout a Beach Litter Pick</p>	<p>d) Clerk to advertise</p>
<p>8. <u>Hollesley Village Hall:</u></p> <p>a) Transfer of the Legal Title of the Village Hall to the new Hollesley Village Hall CIO – To receive update on a meeting with the Hall Committee.</p> <p>b) To discuss the proposal from the Peninsula Practice to close the Hollesley Branch Surgery</p>	<p>a) The Clerk reported that she had not received reply from the Hall Committee to the Council’s suggestion of a meeting to discuss the new CIO. Cllr. Yates, revealed however, that there was a further Hall Committee meeting the following week and she would ensure the matter was discussed.</p> <p>b) Councillors made the following comments:</p> <ul style="list-style-type: none"> • I am very unhappy about this closure, the surgery was specifically built when Dr. Shannon retired. • This will be a great loss to the Community • The surgery is run as a business and not as a medical facility for residents • We must thank Dr Crockett for coming <p>In conclusion, the Clerk was asked to write to thank Dr Crockett for attending the session and to advise her of the concerns the Council had.</p>	<p>a) Item deferred to March meeting</p> <p>b) Clerk to write to Dr Crockett</p>
<p>9. <u>Recreation Ground:</u></p> <p>a) To receive update on letter to the St Edmundsbury Diocese with reference to allowing Caravans to use the Recreation Ground</p> <p>b) To the forthcoming Coronation of King Charles III and how the Parish Council can work with other community groups on the celebrations</p>	<p>a) The Clerk reported that she had received a letter from the Diocese’ Solicitors, indicating that they would be willing to allow Caravans to use the Recreation Ground. This permission would last for 2 years initially and would cost £100 (for the solicitor to draw up the necessary paperwork). This detail had been passed to the Hall Committee on 25th January 2023 but no reply had been received to date. Cllr. Yates stated that she would ensure the matter was discussed next week.</p> <p>b) Cllr. Devine reported that he and Cllr. Yates had attended the first meeting of a group of residents on this matter. The next meeting would be on 18th Feb. The Clerk reported that she had investigate the grant process and just needed a breakdown of the costs before she could apply for the grant.</p>	<p>a) Cllr. Yates to ensure matter is discussed by the Hal Committee</p> <p>b) Cllrs. Yates and Devine to report back and Clerk to apply for grant</p>

Hollesley Parish Council

The meeting was closed at 9.42pm

Signed:

Date:

Chair

Judi Hallett

Clerk to Hollesley Parish Council

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