

MARLESFORD PARISH COUNCIL

Minutes of the Marlesford Parish Council meeting, held on
Friday 17th November 2023, 7.00pm, in the Marlesford Community Centre.

Present:– Vice Chairman Richard Cooper, Cllr Heather McConville, Cllr Sam Catling, Lord Marlesford & Cllr Roy Newman.

In Attendance: 7 members of the public the Clerk & ESC Sally Noble.

OPEN FORUM - None

1. APOLOGIES FOR ABSENCE. Chairman Roger Waterfall – family commitment. Cllr Lesley Bensley – prior engagement. SCC Stephen Burroughes. The apologies were approved by the Parish Council.

2. DECLARATION OF INTERESTS. Lord Marlesford declared an interest in item 3, as he owns property which was affected by the recent floods, and surface water from his land flowed across Church Road.

3. RECENT FLOODING IN MARLESFORD – Analysis of the flooding which took place in Marlesford on 20th October 2023 and to consider whether there are actions which could be taken to mitigate the effects of future flood events.

The Vice Chairman would like the PC to discuss what lessons could be learnt from the recent flooding incidents and what issues can be taken away to action. Prior to the meeting he had circulated an analysis paper of the flooding in Marlesford. Cllr Catling congratulated him for an excellent documented paper.

The Vice Chairman opened up the meeting to the public.

Member of the public suggests that the community centre should be opened up and made available to the village in the event of an emergency. His property had been one of the worst flooded and he had to spend the night elsewhere. He commented that at the height of the flood, a channel had been dug from Bell Lane into the water meadows to the west of Bell Lane. This had caused a rush of water to flow down to his cottage and had contributed to the flooding. The Vice Chair agrees that the suggestion about the Community Centre is a good one which could be written into an Emergency Plan. He also noted the unintended consequences of opening up the channel from Bell Lane and said that provisions would be put into any emergency plan to avoid such unintended consequences.

Member of the public from The Rectory informed that his property and The Barn had been flooded. He made the following comments:

- He believes that the flooding in Church Road was exacerbated by a bank having been cut into (without permission from Highways) to allow for an easier access to The Barn for contractors. Had the bank been intact it might have helped to contain the flood water.
- When the bank was removed the digger may have damaged the pipe which took the water away.
- He is concerned that The Barn contractors did not adhere to CDM Regs by ensuring the safety of surrounding property and people
- Drainage arrangements at The Barn need to be altered to stop water escaping from the drain and well and running into the Rectory grounds
- He also noted that there were no operational lights on the Barn scaffolding on Church Road.

The Vice Chairman noted the comments.

The Vice Chairman would like the PC to try and plan to mitigate any surface water on Church Road, proper drains need to be installed. The Environment Agency and SCC Highways have been made aware.

Member of the public suggests it would be a good idea to have sandbags made available in the event of a flood. Flood boards could also be considered. Both will be noted in the Emergency Plan.

Drains on Bell Lane are full of sand and need emptying.

ESC Cllr Sally Noble informed that £500 funding per household will be made available to those who were affected by the flooding and that they will also be given council tax relief.

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The Vice Chairman summed up that the PC will work with SCC and ESC to get some drainage on Church Road and for the Environment Agency to mitigate flooding from the river.

4 MINUTES OF THE LAST MEETING HELD ON THURSDAY 17th AUGUST 2023 - To consider the approval. Approved by all proposed Cllr Catling, seconded Cllr Newman. The minutes were signed by the Vice Chairman.

5. MATTERS ARISING FROM THE MINUTES.

a. Climate Change Awareness. Cllr Bensley along with Cllr Newman and the Vice Chairman have produced a Marlesford Climate Action Strategy, which has been circulated to all and he proposes that the PC adopts, seconded Cllr Newman, all agreed. The document will be placed onto the website.

b. Article 4 Direction, Marlesford Conservation Area. No further update has been received, will ask the Chairman to chase this up with ESC, Cllr Noble will also follow up.

c. Woodland Preservation Marlesford. The Vice Chairman informed that Cllr Bensley has this in hand and she is still awaiting an answer from ESC.

d. To Confirm a Communications Protocol & consider such a document. A model document has been circulated to all, in relation to how the PC communicates with correspondence, statements and the press. The Vice Chairman is now happy that the PC goes through a proper process of communications and that official responses must be agreed and sent on behalf of the PC from the Clerk.

The document was approved by all and will be made available on the website.

Lord Marlesford would like to propose that ESC planning department reverts back to issuing paper plans rather than electronic, as they are not always clear to understand. ESC Cllr Noble will take this back to planning.

ESC Sally Noble informed that a Tree Strategy is being launched by ESC, in which to find areas of land which may have space for trees to be planted, detail will be available soon. Lord Marlesford asked that the solar park at Parham is properly screened with trees. She advised that some compensation is also being finalised for those parish councils who will be inconvenienced by the solar park.

The Vice Chairman thanked Cllr Nobel for her ward report which reflected matters of interest relevant to Marlesford. She left the meeting at 7.55pm.

e. Reserve Funds in the Current Account. Further to the PC confirming that the November 2021 and 2022 meeting states that £3559.00 is earmarked for improvement works for the Community Centre. A request has now been received from the Marlesford Community Centre asking for £3300 of the reserves towards the re-roofing, chimney & guttering. It was agreed by the PC to transfer the £3300 along with £5000 of the CIL money towards the installation of new solar panels. Proposed Cllr Catling seconded Lord Marlesford.

f. Environmental Projects within the Village. Cllr Bensley has submitted an article to the village newsletter and website inviting ideas on how the village should spend the remaining £319.81 CIL money. Awaiting results.

6. FINANCE

a. Statement of Accounts. Bank balances as at 17/11/23, Barclays Community Account £12,566.14 inc. £5319.81 CILs. Business Premium Account £845.49. The statement of accounts was approved by all and was signed by the Cllr McConville.

The Clerk reported that Cllr McConville has successfully completed a 6 month internal audit of the PC accounts.

b. Clerks Annual Pay Increase – National Association of Local Councils. The Vice-Chairman reported that new pay scale has now been set by NALC. An increase of 9.01% to be applied to the Clerks pay, therefore increase from £1847 to £2016.00 and to be back dated to April 2024, agreed by all. The Vice Chairman also recommends that the Clerks working from home pay is increased from £275 a year to £300, agreed by all. Proposed by Cllr McConville seconded Cllr Catling. The Vice Chairman thanked the Clerk for her work.

c. To Consider the Precept Budget for April 2024 – March 2025. The draft precept budget was considered by all. The Vice Chairman would like to bring to the attention of the PC that the standing charge for the

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electricity connection to the pavilion at the bowling green needs to be considered for payment by the PC, £202 (2 years standing charge) It was agreed by all that the PC will pay this.

The Vice Chairman proposed that the PC make provision in the budget of £100 for the payment next year.

Cllr Catling would like to see an increase in the donation to the Royal British Legion from £20 to £50, agreed by all. Donations to be increased to £200. The cost of the new Quiet Lanes signs has still not been invoiced to the PC by SCC, the Vice Chairman would like to include a provision of £1000 in the budget incase an unexpected bill arrives from SCC. He therefore suggests a 5% increase in the precept budget from £5000 to £5250, this was agreed by all, proposed Cllr Newman seconded Cllr Catling.

d. Payment for the British Legion Remembrance Day Wreath to the Chairman. The Vice Chairman informed that the RBL were unable to accept a BACs payment for the wreath, therefore the Chairman has paid the £25 himself and needs to be reimbursed by the PC, agreed by all.

e. Clerks Pay, P30 & Expenses – Invoices to pay. Clerks pay £369.29, P30 £92.20, Expenses £6.30.

f. SALC – 6 Month Payroll Services Invoice to pay. £22.80.

The above invoices were agreed by all, proposed Cllr Catling seconded Cllr McConville.

7. TO RECEIVE REPORTS FROM EAST SUFFOLK DISTRICT COUNCILLOR SALLY NOBLE & SUFFOLK COUNTY COUNCILLOR STEPHEN BURROUGHES.

Both reports have been circulated prior to the PC meeting. Cllr Catling reminded that SCC Stephen Burroughes had said that he would finance a defibrillator for the village. The Vice Chairman will follow this up.

8. TO CONSIDER AN EMERGENCY PLAN FOR MARLESFORD. The Vice Chairman advised that in the light of the recent flooding events in the village the PC should put an emergency plan in place. This will set out what to do in the event of an emergency in the village. To discuss a draft plan at the next PC meeting.

9. DEED OF COVENANT BETWEEN EAST SUFFOLK COUNCIL AND SUFFOLK COUNTY COUNCIL, SIZEWELL C AND MARLESFORD PARISH COUNCIL. The Vice Chairman informed that this relates to a covenant which the PC signed earlier this year and relates to the name change from NNB Generation Company to Sizewell C Ltd. It was agreed by all that the PC will sign the Deed.

10. REPORTS FROM PARISH REPRESENTATIVES

a. Energy Projects – Cllr Richard Cooper has recently met with ESC Cllr Sally Noble and EDF representatives at a property on the A12 in Marlesford, regarding noise and vibration along the A12 through the village. Surveys of the properties should take place to judge the impacts and along with Little Glemham he will supply EDF with a list of properties within 50m of the carriageway. He has also met with MP Dan Poulter in relation the dangers residents face when crossing the A12 in Marlesford Dr Poulter is pushing for SCC to install a crossing ahead of the Sizewell C works. Lord Marlesford made the point that as well as safety issues, flooding on the A12 would not have been an issue had the Four Village Bypass been put in on the original route.

b. SALC - Cllr Bensley, nothing to report.

c. Planning to include planning applications etc – Chairman, the recent application for The Gatehouse was objected to by the PC.

d. Firs Bowling Green - Chairman is still in negotiations with the Land Registry.

e. Footpaths & Access – Cllr Sam Catling has reported to SCC the loose boards on the bridge at The Canser.

f. Highways – Cllr Sam Catling has requested to Highways that the roads around Marlesford are swept.

g. Framlingham and Wickham Market Community Partnership – Cllr Richard Cooper rural transport issues are being worked on in the area.

h. Environmental Dimension of all other Policies – Cllr Sam Catling, nothing to report.

11. CORRESPONDENCE. None.

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12. ANY OTHER BUSINESS.

a. To Consider a Neighbourhood Plan for Marlesford. The Vice Chairman has met with the Chairman of Ufford PC who are in the process of producing a neighbourhood plan and would like to invite him to attend the next PC meeting to explain the process further.

13. DATE OF NEXT PARISH COUNCIL MEETING.

7.00pm Friday 16th February 2024.

Meeting ended at 8.50pm.

Chairman signature.....

Date.....