

MARLESFORD PARISH COUNCIL

Minutes of the Marlesford Parish Council meeting, held on
Friday 21st February 2025, 7.00pm, in the Marlesford Community Centre.

Present:– Chair Richard Cooper, Cllr Sam Catling, Cllr Heather McConville, Cllr Sophie Franklin,
Lord Marlesford & new Cllr Simon Barker.

In Attendance: One member of the public and the Clerk.

OPEN FORUM

ESC Sally Noble has informed that she has no concrete information regarding Devolution. However, she can advise that should it go ahead then a Unitary Council would be formed between all Suffolk district councils and Suffolk County Council. A Mayor could be elected to cover Suffolk and Norfolk.

She would be happy to come to a meeting with Marlesford Parish Council should a separate/extraordinary meeting be required or when more detail is available.

The Chair asked the PC how they would like to move forward with this, all agreed happy to wait until the May PC meeting and to have a further update from Cllr Noble then.

1. APOLOGIES FOR ABSENCE. SCC Cllr Stephen Burroughes and ESC Cllr Sally Noble, both unwell.

2. DECLARATION OF INTERESTS. None.

3 MINUTES OF THE LAST MEETING HELD ON FRIDAY 15TH NOVEMBER 2024 - To consider the approval. Approved by all proposed Cllr Catling, seconded Lord Marlesford. The minutes were signed by the Chair.

4. MATTERS ARISING FROM THE MINUTES.

a. Article 4 Direction, Marlesford Conservation Area. The Chair would like to carry this item over to the May PC meeting for further discussion when there is a full complement of Councillors.

5. TO CO-OPT 2 NEW MEMBERS ONTO MARLESFORD PARISH COUNCIL (VACANCIES ARISEN - ROGER WATERFALL AND SIMON WARRINER).

The Chair introduced Mr Simon Barker who would like to be considered for co-option onto the Parish Council. All in agreement to co-opt him onto the PC, proposed the Chair, seconded Lord Marlesford.

The Chair welcomed Cllr Barker onto the Parish Council. The Clerk to inform the district council that Cllr Barker has joined the PC so that he can register his interests within 28 days.

6. TO CARRY OUT AN ANNUAL REVIEW OF THE PARISH COUNCIL RISK ASSESSMENTS

a. Financial Internal Control Policy.

The Chair and Cllr McConville have reviewed the document ahead of the meeting and are happy to report that no changes or amendments are needed and that the policy is in order with PC requirements.

b. To Review the Parish Council Risk Management/Risk Assessment.

The document has been sent to all ahead of the meeting. The PC approved the review, no changes needed.

c. To Review the Parish Council Data Protection Risk Assessment.

The document has been sent to all ahead of the meeting. The PC approved the review, no changes needed.

The above documents were signed off, proposed Cllr Catling, seconded Cllr McConville.

The Chair to contact the controller of the village email list to ensure Data Protection is being followed.

He will also ask that Cllrs Catling, Barker, McConville and the Clerk are included on the round robin email list to ensure they receive the “Marlesford Village News Letter”

Chair's initials.....

7. ADOPTION OF THE MARLESFORD EMERGENCY PLAN

The Chair is happy to report that the document has now received approval from both the district council and the county council. He would therefore like the parish council to adopt the plan, all have received a copy ahead of the meeting. As well as putting the Emergency Plan onto the village website, how can the PC make residents aware that Marlesford has an emergency plan?

Cllr McConville suggests that a leaflet drop could be done to promote the plan.

The Chair raised concerns in the event of a village emergency, those residents who are vulnerable and suggests that those who consider themselves as vulnerable could put there names forward onto a list. A separate list could also be drawn up to include residents who have not put there name on the vulnerable list, but are known to be. The district council has also suggested that a WhatsApp group is set up to be used only in the event of an emergency for communication purposes. Cllr Barker suggests that those who do not have WhatsApp could receive a text message.

The Parish Council approved the Marlesford Emergency Plan, proposed Lord Marlesford, seconded Cllr McConville. To be reviewed annually.

8. FINANCE

a. Statement of Accounts. Bank balances as at 21/02/25, Barclays Community Account £4762.77 inc. £319.81 CILs and £150.00 traffic monitoring. Business Premium Account £861.20. The statement of accounts was approved by all and signed by Cllr McConville.

The Chair to chase SCC Stephen Burroughes for his contribution of £150 towards the traffic monitoring, as the PC has not received his funding as yet.

The Chair suggests that as the accounts have a healthy balance then the PC should be encouraged to spend some of its reserves on village projects.

Lord Marlesford informed that the PC does have powers to spend, but all expenditure must be recognised at a meeting. The Clerk advised that the Financial Orders should be followed.

Cllr Catling would like the PC to consider paying the £650 insurance premium for the Community Centre on behalf of the Community Council. As the PC owns the Community Centre.

The Chair would be reluctant to support this suggestion as the Community Council does its own fund raising to raise funds for such expenditure.

The Clerk will ensure an item is on the next agenda to discuss a possible contribution towards the insurance of the Community Centre.

b. Half Year Internal Audit to be carried out by Cllr McConville. Agreed to carry this out.

c. Receipts and Payments schedules November, December & January. Zero amounts for November & December. January, payments £594.00, receipts £150.00. Signed off by Cllr McConville.

d. To Approve the Internal Auditors Heelis & Lodge to carry out the Internal Audit of the year end accounts April 2024 to March 2025. Proposed The Chair seconded Cllr Catling, agreed by all.

e. To consider purchasing a defibrillator for the village – SCC Stephen Burroughes to give funding.

The Chair informed that the Community Council is now organising the purchase of a defibrillator and hopes that Cllr Burroughes will contribute towards it. Cllr Catling will encourage the Community Council to make a bid for Locality Funding from Cllr Burroughes before the end of the financial year.

9. REPORTS FROM PARISH REPRESENTATIVES

a. Energy Projects – Cllr Richard Cooper informed that Sizewell C has still not got the funding organised. Expected cost is over £40 million. However, EDF has committed to carrying out what Marlesford has asked for on the A12 to include 30mph speed limit, pelican crossing and quiet surface.

He is still awaiting a meeting with EDF regarding the southern park and ride, but has not received a response.

The works which are currently being carried out there is for archeological reasons.

The Chair and Lord Marlesford have had a meeting with the new MP regarding the need a Four Village Bypass and an upgraded footpath from Marlesford along the A12 to Fiveways. But have not received a response for any plans. The Chair is unhappy that no progress is forthcoming.

Chair's initials.....

Lionlink interconnector is to now come ashore at Walberswick and will then go across country via Saxmundham to Friston.

A lot of work is being carried out looking at traffic flows for the surrounding areas as the A12 and country roads will be at capacity once Scottish Power Lionlink, Sealink and Sizewell C start construction.

Lord Marlesford suggests that it will be impossible to sustain the traffic and in particular for the A12 between Marlesford & Glemham. It is a waste of money installing a 2 village bypass, the 4 village bypass must be revived.

Chair to write to Patrick Spencer to alert him to the fact that the A12 between Marlesford and Glemham is over capacity.

b. Planning to include planning applications etc – Chair, no new applications.

Lord Marlesford asked if the proposed new solar park close to Parham is outside the Marlesford boundary.

Chair to find out.

c. Firs Bowling Green - Chair nothing to report.

d. Footpaths & Access – Cllr Sam Catling informed that some fly tipping had appeared on the old A12 at Marlesford, but this has now been removed.

e. Highways – Cllr Sam Catling had originally raised concerns at speeding along New Road. A Highways Officer had been out and visited the village with the Chair and agreed to put in traffic monitoring on New Road and Bell Lane. Results from the late January and early February monitoring showed that nearly 75% of traffic entering the village from the north along New Road is exceeding the 30mph speed limit. The Chair will speak to SCC Highways to see what measures can be put in place to reduce speeding.

The HGV numbers traveling through the village do not look (on first inspection) to be excessive, but the Chair agreed to tackle SCC Highways to see what can be done to repair and make HGV signage more visible.

f. Framlingham and Wickham Market Community Partnership – Cllr Richard Cooper reported that funding is available and could be accessed for village projects.

g. Environmental Dimension of all other Policies – Cllr Sam Catling reported that residents have noticed that dog owners are leaving bags of dog poo in residents bins. Agreed to keep under review, do not necessarily want to install dog poo bins as they are not aesthetically attractive for the village.

The Chair informed that he is in talks with a group who carry out water testing along the River Ore. They could be asked to carry out a test of the purity of water in the Marlesford area.

10. CONCERN OVER WIDER USE OF AI AND IMPLICATIONS FOR ONLINE AND TELEPHONE SCAMMING - Cllr Catling to report.

To carry this over to the next PC meeting.

11. CHAIR AND CLLR FRANKLIN TO UPDATE ON RECENT DISCUSSIONS WHICH HAVE TAKEN PLACE WITH MARLESFORD COMMUNITY COUNCIL FOR AN OPEN PARISH MEETING TO BE HELD ON SATURDAY 12TH APRIL 2025.

The Chair and Cllr Franklin informed that they had put a proposal together and has asked the Community Council to work together with the Parish Council in finding ways to get residents more involved in the village. Further to this a “Drop In” morning has been organised to take place at the Community Centre on 12th April, 10am to 2pm. A leaflet drop will be carried out throughout the village to invite all residents to attend.

The Chair asked that as many Councillors as possible try to attend the event, the Community Council will also attend.

Cllr Barker suggests that residents could be encouraged to also sign up to the email/telephone round robin notifications.

The Chair reported that there will be some printing costs and would like to ask the PC to approve spending of up to £150 on promotional material needed for the event. The Community Council has also committed £150.

Agreed by all, proposed Cllr Catling seconded Cllr McConville.

12. DATE OF NEXT PARISH COUNCIL MEETING.

7.00pm Friday 23rd May 2025.

Meeting ended at 8.55pm.

Chair signature.....

Date.....