

Minutes of Bucklesham Parish Council Meeting

Held on 29th September 2020 ~ 6.30pm

Via Zoom Video Conference

Present

Cllr. Evelyn Bloomfield

Cllr. David Brinkley

Cllr. Gina Burgess

Cllr. Rhea Gardner

Cllr. Clive Lenton

Cllr. Heather Owen (Chair)

Judi Hallett (Interim Clerk)

1 member of the public was present

1. To receive Apologies for absence:

No apologies were received.

2. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items (either pecuniary or non-pecuniary):

There were none.

3. Public Participation – To receive:

a) Reports from County and District Councillors:

- Cllr. Patricia O'Brien ~ No report received on this occasion.
- Cllr. Melissa Allen ~ No report received on this occasion.
- Cllr. Richard Kerry ~ No report received on this occasion.

b) Questions from any member of the public: ~ There were no questions.

4. To agree Minutes of meeting dated 10th September 2020.

All Councillors agreed that the minutes were an accurate record of the meeting. Cllr Burgess proposed that the minutes should be signed, seconded by Cllr Gardner, and all Councillors agreed.

The Clerk agreed to publish these on the website and take them to Cllr Owen to sign at a later date.

Action: Clerk

Chair's initials:

5. Planning:

- i. DC/20/3611/FUL Conversion of existing barns into single residential dwelling - Steels Farm, Church Lane, Bucklesham.

Councillors made the following comments:

- The Parish Council had not objected to the original request for planning permission in 2008, however they had asked for a stipulation that the lane remained in its current form with no Tarmac. Councillors agreed that this should be requested again.
- At present the Lane, hedgerow and grass verges are maintained by the owner of The Bungalow. Councillors expressed a concern that increased traffic would result in the Lane become a muddy track.
- The Clerk drew attention to the Public Rights of Way comments on the portal that the Lane had been identified as a Right of Way.
- The Structural Engineers report states that the conversion is viable.
- The Council can only comment on plans seen, and that if the conversion of the Cart Shed is not viable the developers would have to amend their plans.
- Structural work is not a planning consideration for the Parish Council, and this is a matter for the developers to overcome.
- It was felt that the plans would greatly improve the area as the barns are in increasing disrepair and deteriorating rapidly.
- There was a concern with the amount of access by considerably large vehicles during construction, especially as it is a heavily used footpath. The Clerk explained there was a process where the Right of Way could be temporarily closed off to pedestrians to allow access for construction vehicles all at the same time to minimise disruption.
- It was noted that the Ecology Report had requested Bat roosting boxes.
- There was a concern about the distance of the nearest fire hydrant in the event of a fire. It was pointed out there is a pond very close by and a stream.
- Conclusion: **No Objection** (proposed by Cllr Brinkley, seconded by Cllr Burgess and all were in favour) – The Clerk was asked to draft a letter stating ‘No Objection’ but with the following comments ~
 - a) That the footpath is maintained as a country lane.
 - b) That Bat and Owl boxes be sited
 - c) That the lane remains country track and not tarmacked or concreted

- ii. DC/20/3573/FUL - Erection of Rear Extension and Porch Cover. Erection of outbuilding - The Old Rectory, Church Lane, Bucklesham **and**
- iii. DC/20/3574/LBC - Erection of Rear Extension and Porch Cover. Erection of outbuilding - The Old Rectory, Church Lane, Bucklesham.

Councillors made the following comments:

- It was nice to see the plans had returned the Rectory to its original design and the original position of the back door.
- Work already done has been of an extremely high standard.
- Plans look very tasteful and in keeping.
- Plans will improve the property.
- Conclusion: **Support** (proposed by Cllr Brinkley, seconded by Cllr Bloomfield and all were in favour) – The Clerk was asked to draft a letter stating that the Parish Council were in ‘Support’ of the application with the above comments.

Action: Clerk

6. Finance Matters: To re-establish bank signatories and complete a New Bank Mandate

The Clerk explained that she had enquired as to the process with HSBC to replace the primary user of the account. As the Parish Council had not completed a Bank Mandate within the last six years, it was necessary to re-establish bank signatories, and it was agreed that this would also be an opportunity to have more than the existing three signatories. It was proposed by Cllr. Lenton that Cllr Owen, Cllr Brinkley, Cllr Bloomfield, Cllr Lenton and Cllr Burgess would all be signatories. If Cllr Bloomfield could not produce acceptable ID, there would still be sufficient numbers to sign cheques. This was seconded by Cllr Burgess, with all in favour.

Action: Clerk

7. To receive agenda items for next meeting (Thursday 12th November)

Cllr Bloomfield requested that SC Norse be asked to place the cutting of the Plum Hedge and the hedge opposite the Bungalows on Levington Lane on the calendar to be cut. The Clerk informed the Council that this had already been actioned. Cllr Bloomfield also requested the footpath by Keepers Cottage be cut. The Clerk agreed to ask the landowner to arrange this. The Clerk reminded Councillors that she is happy to report any issues such as these at any time in between meetings and they did not need to wait for a Parish Council Meeting to ask her.

There were no new agenda items as at the meeting, but the Clerk reminded Councillors that all projects going forward would be included and that any new items should be notified to her by at least one week before the meeting.

The meeting closed at 7.07 pm.

Signed:
Chair

Date:

Judi Hallett
Interim Clerk to Bucklesham Parish Council

Chair’s initials: