

Reydon Parish Council

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Minutes of the Annual Parish Meeting held in the Village Hall on 23rd May 2024 at 6.30 pm.

It should be noted that prior to this meeting there was a Meeting with Orbit Homes to discuss the Copperwheat Development and this Meeting commenced at 5.45 pm.

1 Present and Opening

Present:

Chair, Cllr Pam Cyprien, Acting Vice-Chair Cllr David Panther, Cllr Kalvyn Friend, Cllr Dominic Knight, Cllr Sarah Jerman, Cllr Linda Coe, Cllr Kim Harvey, Cllr Dexter Kirk.

Clerk – Ann Dobson. Several members of the public.

The Chair welcomed everyone to the meeting which began at 6.30 pm.

2 Apologies for Absence

Apologies were received from Cllr Laurence Vulliamy, ESC Cllr David Beavan and SCC Councillor Michael Ladd. These were duly accepted by the Council.

3 To Elect a Chair

It was proposed by Cllr David Panther and seconded by Cllr Kalvyn Friend that Cllr Pam Cyprien be asked to continue in her role as Chair. Cllr Pam Cyprien accepted this office and all were in favour. The Chair signed the Declaration of Office.

4 To Elect a Vice Chair

It was proposed by Cllr Pam Cyprien and seconded by Cllr Linda Coe that Cllr David Panther be asked to continue in his role as Vice-Chair. Cllr David Panther accepted this office.

5 Public Forum

The members of the public were largely present for the Orbit Meeting about the Copperwheat Development which was immediately before the Parish Council Meeting. They had asked various questions at that Meeting and Cllr David Panther thanked the public for their continued support and interest in putting these questions both to the developers and also making their comments known on the Council Planning website. He said that planning permission had been granted so it was up to everyone to try and get the best outcome in terms of traffic management and disruption to nearby residents during the build.

6 Declarations of Interest

There were no declarations of interest.

7 Minutes of Last Meeting

The Minutes of the last Parish Council Meeting on 18th April and the Annual Parish Meeting on 25th April were proposed, seconded and unanimously agreed to be authorised by the Chair and duly signed.

8 Matters Arising from the Minutes

All matters still outstanding were to be followed up under their respective headings later in the meeting.

9 Appointment to Statutory Bodies and Representatives

It was confirmed that currently, Cllr Laurence Vulliamy was the RPC representative for the Village Hall Committee, and Cllr Pam Cyprien was the representative for the Suffolk Association of Local Councils. The representative for the Blyth Estuary Partnership was to be confirmed next month.

10 Committees and Working Groups

The list of Working Groups had been previously circulated and was gone through and a few amendments made. The Planning and Highways Groups were to be upgraded to Committees rather than Working Groups.

11 Clerk's Report

Crimes – March 2024

Reydon – 1 (violence and sexual offence) Southwold – 11 (6 violence & sexual offences, 2 shoplifting, 1 criminal damage and arson, 2 all other crimes).

Dog Poo at Rec: The Clerk reported that ESC had said it was RPCs responsibility to look after the Rec and that they would not get involved. The Clerk said she had put three signs up reminding residents to clear up after their dog and it was agreed by the Councillors that they would monitor the situation. Cllr Mell Birch said she would put some bags on the fence.

ACTION: Cllr Birch to put some doggy bags on the fence.

12 Proposed Increased Hours and Duties for Parish Clerk (PC)

A rationale for this had been circulated in advance to all Councillors. Cllr Pam Cyprien said that the extra duties would include minuting the Planning Group and Highways Group Meetings so that these became committee meetings rather than just working groups due to their importance at the present time. The approval of the extra hours was proposed by Cllr Kalvyn Friend and seconded by Cllr David Panther and all the other Councillors agreed.

13 LionLink and Sizewell C

There was nothing to report at this time.

14 Council's Vision and Strategy (PC)

It was agreed to postpone a discussion on the document circulated until the next meeting.

15 Highways Working Group (DP)

Cllr David Panther said there was not much to report as the Highways Meeting had not yet taken place due to Wayne Saunders not being available but that it was planned to take place on 28th May when the Copperwheat development would be an important topic. Cllr Panther said he had walked along the Wangford Road with Rebecca Clatworthy to look for potential new sites for SID poles and that two locations were being proposed. Cllr Panther went on to say he had attended the Southwold Roads Committee Meeting and that where the busses turn in Southwold close to Fat Face was going to be closed for two days on 23rd and 24th June. He also reported that a disabled parking space was being created outside the United Reform Church.

16 Finance Working Group (DomK and Dexter K)

Agreement on more Reserves to be allocated to specific projects.

It was agreed that these were within reasonable limits for now but that more specific projects would be announced very soon and money could be set aside at that time.

Approval of NALC Updated Financial Regulations (already circulated)

These were unanimously approved.

Approval of Updated Financial Risk Assessment (already circulated)

This was unanimously approved.

Approval of Internal Audit (now completed and circulated)

This was unanimously approved.

Approval and signing of Section 1 of AGAR (already circulated)

This was unanimously approved and signed by the Chair.

Approval and signing of Section 2 of AGAR (already circulated)

These were unanimously approved and signed by the Chair.

Formal Minuted Approval of Budget for 24-25 (already circulated in working document and informally approved)

Amendments were made to the Budget document during the meeting due to the increased hours for the Clerk and the document was approved by all the Councillors.

17 Green Spaces Working Group (DP, PC and KF)

Cllr Pam Cyprien said that the Green Spaces Working Group had met to discuss the plans for the recreation ground, ie, new play equipment etc. A long discussion amongst the Councillors then took place to decide what form this play equipment should take, ie, a zip wire, a BMX track, an all weather surface pitch, a muga etc. Cllr Linda Coe asked what would happen if this went ahead and then LionLink decided on that path for their cables, but the Councillors didn't feel this should hold things up as everything would need to be replaced by LionLink should that happen. Eventually it was decided that the Green Spaces Working Group members and the Parish Clerk would speak with various people to see what would be best, costings etc, and then report back to a future Parish Council Meeting.

ACTION: As a first step the Parish Clerk would ask for updated quotes from the three original companies contacted re the Rec.

With regard to the community plot at the allotments, there had been no further interest so, as there was now a waiting list for plots, it was decided that this would be turned in to two separate plots and either the current people on Plot 3 could take half each under normal fees and letting conditions, or one or both would be offered to the next people on the waiting list.

ACTION: Clerk to contact current Community Plot people and inform them of the Council decision. If they did not want to take half each then the next people on the waiting list would be contacted.

Regarding the future planting at the junction of The Drive and Halesworth Road, it was agreed that a meeting with a representative from the Suffolk Wildlife Trust would be a good idea to talk about the best native/wildflowers to plant in this area.

ACTION: Clerk to contact Suffolk Wildlife Trust and liaise over a suitable meeting date.

18 WW1 Pillbox (PC for LV)

Councillor Pam Cyprien read the report from Cllr Laurence Vulliamy as follows:

"The Land Registry diagram was commissioned and was sent to the Landowner's solicitor. As far as we can tell, the conveyance will be completed very soon. At present the Pillbox at Mights Bridge is full of earth and does not pose any threat of collapse to the public, and it is not accessible to any vandals, intent on dislodging more building blocks, as has happened in the past. Once the building is in the ownership of Reydon Parish Council a Working Group will be set up to look after it, to develop ideas for its use and to raise the funds needed to bring it back - as close as possible - to its original condition. We hope the Working Group will include not only Parish Councillors, but also local members of the public, and a representative from Southwold Museum. I can confirm that Geoff Cooper of Cooper & Denny, who carried

out a full structural survey of the building, has agreed to be part of the Working Group. Proposals for its future include turning it into a Bat Roost (and Suffolk Wildlife Trust have confirmed that it would be suitable) or creating some sort of 'living history' exhibit, open to the public, and visited by schools. It's a very interesting prospect and I'm very pleased that - after many attempts to get hold of the building and preventing its collapse - that at last Reydon Parish Council are on their way to saving it."

It was agreed that the new Working Group would comprise: Cllr Laurence Vulliamy, Cllr Pam Cyprien, Cllr Kim Harvey, Geoff Cooper of Cooper & Denny and a representative from Southwold Museum.

19 Copperwheat Development (PC)

Please see separate notes on the Meeting that took place immediately prior to this Annual Council Meeting.

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COLC Working Group (LC)

Cllr Linda Coe presented her report as follows:

“There is little to report this month. We continue to open every Friday, although for the first time we were not able to open last Friday afternoon because of lack of available volunteers. We are up to full strength again as from tomorrow. We continue to see approximately 50-60 visitors each Friday, some regulars but still some new to the Pantry, which is good news. At the last APCM, Cathy Ryan (Sole Bay Care Fund) was kind enough to offer the Pantry the funds to purchase another upright freezer, which it has been agreed with the RPVH Management Committee, will be housed in the Pantry. A meeting was held with Laurence and Ray Rogers to confirm this and then another meeting with Kim Harvey and Sarah Jerman to determine how everything will fit. Sarah’s team of drivers continue to do sterling work collecting every evening and Sarah has also found several new outlets who have agreed to donate goods to the Pantry. Many thanks to her. We are shortly to have a meeting with all our volunteers, where we hope to introduce a Volunteers Agreement, which we hope will strengthen confidence and commitment from our growing band of helpers.”

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Village Hall (PC for LV)

Cllr Pam Cyprien read the report from Cllr Vulliamy as follows:

“We’re pleased to support The Pantry and help them with their much needed ventilation requirements. We are enquiring about costs of modifying the existing windows to allow far more air changeover. Please look on-line at the Hall’s bookings calendar, especially if you need to see if there’s availability for your event. It can be found on Reydon’s excellent website. Fundraising carries on apace. We’re raising money for a new digital sound and projection system. The next fundraising event is a Quiz Night on Saturday 1st June in The Village Hall, hosted by Charlotte Clark. Tickets are £10 including a cheese board and can be bought from Charlotte at The Library. And please make a note of our next Ceilidh and BBQ on July 13th with the very popular Once Bittern Ceilidh Band.”

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Reydon Robin (DomK)

Cllr Dominic Knight reported that everything was being prepared for the next edition which was due to come out on 20th June and that a sponsor had been found for this edition. Discussions then took place about delivery of the Robin and how it would be good if some extra people could be found to lessen the load on the current team, and it was decided to look in to this for the October edition.

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Website (DomK)

Cllr Dominic Knight said that ‘website accessibility’ was currently being explored with a view to setting up an Accessibility Policy and he and the Clerk were liaising with the people who set up the website last year. This would be circulated for full Council approval before being added to the website.

ACTION: Clerk to prepare the document, get it checked with OneSuffolk and then circulate to all Councillors for approval.

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Correspondence

There was no correspondence.

25

Planning (KF, LC DomK)

To receive the report from the Planning Working Group.

New Applications for Consultation:

DC/23/4736/FUL – 4 residential properties to be built to replace 3 cottages already lost to erosion and 1 house due to be lost in next 20 years. Larks Rising, Easton Lane, Reydon IP18 6SS

Circulated to all Councillors and Council recommended refusal of this proposal.

DC/24/1286/FUL – Retrospective application - Change in roof coverings and a small increase in the agricultural buildings footprint, Woodlands, Rissemere Lane East, Reydon IP18 6SP

No Objection raised by the Council.

DC/24/1328/FUL – Addition of gable frontage to the bedroom matching that of the garage, by bringing forward the porch to help define the entrance, 35 Halesworth Road, Reydon IP18 6NR

No objection by Council but query whether the zinc cladding proposed for the porch is in keeping with the area.

DC/24/1686/DRC – Discharge of condition Nos. 9 and 10 of DC/191141/OUT – Outline Application – Development of 220 dwellings with associated open space – Proposed access and tie-in works and proposed pedestrian crossing and other off-site highway improvements.

Land to the West of Copperwheat Avenue, Reydon.

To be discussed at a further planning meeting before consultation expiry date and response to be circulated to all councillors for approval.

DC/24/1598/DRC – Discharge of condition No 26 of DC/19/1141/OUT – Outline Application – Development of up to 220 dwellings with associated open space – Construction Traffic Management Plan.

Land to the West of Copperwheat Avenue, Reydon.

To be discussed at a further planning meeting before consultation expiry date and response to be circulated to all councillors for approval.

Appeal under Section 78 of Town and Country Planning Act 1990

DC/23/2083/LBC – Tudor Cottage, 43 Wangford Road, Reydon IP18 6PZ to convert existing woodstore into a utility/shower room. ESC refused planning permission.

Planning Decisions:

DC/23/2454/FUL – Retrospective Application – Single storey side and rear flat roofed extension, Rear first floor pitched roof extension – Doreen’s Cottage, 3 Bridge Road, Reydon IP18 6RR

Application Refused

DC/24/0893/TPO – 1 x Holm Oak – Lift crown to 6m and prune lowest south limb by 3-4m, 59 Wangford Road, Reydon.

Application Permitted

DC/24/0815/TPO – 1 x Oak – Reduce crown/pollard by 6m (from 15m to 9m) – 28 Old School Drive, Reydon, IP18 6JZ

Application Refused

DC/24/0970/FUL – Extension and internal alterations to existing property together with the formation of a new ‘in and out’ driveway and a new office/studio building in the north west corner of rear garden – 6 Three Marsh Lane, Reydon IP18 6NP

Application Permitted

DC/24/0940/FUL – To build a detached single garage – 14 Windsor Road, Reydon IP18 6PQ

Application Permitted

Planning Reference W/13/2919/VOC2 – Restoration – Plant Site, Wangford Quarry, Hill Road, Wangford NR34 8AR

Consent Granted

ACTION: Planning Meeting to take place before 10th June to put together a response to the Copperwheat proposals and circulate to all Councillors before Clerk placing on Planning Portal.

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Finance

a) Invoices to be paid

Village Hall Hire 18 th April 2024	£20.00
Village Hall Hire 25 th April 2024	£25.00
Gillian Graham April Invoice	£114.40
Wills – Grass and Strim Reydon Corner 25 th April	£120.00
Ann Dobson – Poo Signs for Rec	£16.09
Wills – clear Tubs, Strim and Cut Grass Reydon Corner 14 th May	£315.00
E-on D/D Electricity at Jubilee Green	£20.45
Ann Dobson – Salary and expenses including PAYE (end May)	£625.92
K Seaman May Invoice, Jubilee Green, Rec and Playground	£325.00
Blyth Valley Rotary Brass on the Grass Pitch	£10.00
Pantry Driving April-May Gail Fisher	£158.40

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Pantry Driving April-May Sarah Jerman	£9.90
ICO Data Protection Annual Renewal	£40.00
Linda Coe – purchase of Accident Book for Pantry	£14.63
Kim Harvey – cleaning materials for Pantry	£8.60
b) Bank Balances and Reconciliation as at 30th April 2024	
Business Account as at 31 st March 2024	£78,944.39
Treasurers Account as at 31 st March 2024	£601.00
TOTAL	£79,545.39
Business Account as at 30 th April 2024	£106,169.73
Treasurers Account as at 30 th April 2024	£601.00
TOTAL	£106,770.73
Receipts 1 st April to 30 th April 2024	£29,845.04
Less Payments 1 st April to 30 th April 2024	£2,619.70
TOTAL MARCH + APRIL RECEIPTS – APRIL PAYMENTS	£106,770.73
c) CIL Money	
CIL Balance as at end of April 2024	£35,178.28

d) Working Budget (circulated prior to meeting)

It should be noted that the Working Budget was amended at this meeting to take account of the increased hours of the Clerk. This was unanimously approved by all the Councillors.

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Any Other Business

The Work of a Councillor – this discussion was moved to the next Meeting

D-Day Celebrations – Reydon’s contribution to this was discussed and it was agreed unanimously to purchase a metal ‘Tommy’ statue, some lamp post stickers and some flowers to commemorate the event.

ACTION: The Clerk to order the statue and stickers and Cllr Friend agreed to place them in position. Cllr Harvey to order the flowers.

Arts Centre Donation – The Clerk said that the Arts Centre asked for their thanks to be given to the Councillors for their generous donation to the Appeal.

Wangford Quarry – Cllr David Panther said that he had been to a ‘get site cleaned up’ meeting and it was hoped that eventually the area would be give over to Suffolk Wildlife Trust but that remained to be seen.

A Thank You from the Chair – Cllr Pam Cyprien said that the local residents were doing a brilliant job on raising awareness of the issues the village was currently dealing with and she wanted to thank everyone very much for their support.

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Date of Next Meeting

It was confirmed that the next Parish Council Meeting would be on Thursday 20th June at 6.30 pm in the Village Hall.

The Chair closed the Meeting at 8.25 pm.

