

**BLYFORD AND SOTHERTON PARISH COUNCIL**  
**Minutes of meeting held on Monday 18<sup>th</sup> March 2024 at 6.30 pm**  
**In the Meeting Room of Wenhaston Village Hall**

**Councillors Present:** Mr G Walker (Chairman), Mrs R Parry, Mr B Martin, Mrs A Cackett, Mrs L Sharman  
Mr B Goldbart and Mrs A Donnachie (Clerk)

**In Attendance:** East Suffolk District Cllr Geoff Wakeling and Cllr Beth Keyes-Holloway

**Public Forum** 0 members of the public were in attendance.

**To receive reports from County & District Councillors:** Our District Councillors presented their March Parish Report which was duly received. **Action: Clerk to publish report on our website.**

- 1 **Welcome, apologies and receipt of absences:** Mr V Bucknell
- 2 **Receipt of declarations of interest and any dispensations allowed:** None
- 3 **Minutes of previous meeting:** Resolution passed that minutes of Blyford and Sotherton Parish Council meeting held on 15/01/24 were approved and signed as a true record.
- 4 **Chairman and Clerk's report on progress of actions from last meeting(s):** All actions completed/designated to other Agenda items below, but following noted:  
**Item 7 (15/01/24) VAS Data Storage:** Data storage enquiry to other Parishes who share this equipment. Ongoing **Action: Clerk**  
**Item 8 (15/01/24) Community Orchard – Adnams Paperwork:** Ongoing – awaiting response from Landlord. **Action: Clerk.**
- 5 **Finance:**
- 5a **Approval of Bank Reconciliation to 12/03/24:** The balance on the Current Account stands at £3,980.47 and the balance on the Latitude/Savings Account at £4,104.32 with combined total on accounts being £8,084.79 which was verified and approved by Council. Payments over £100 were Clerk Salary & allowances and £278.45 for Parish insurance 2024/25.
- 5b **Approval of online payments:** £424.28 to Clerk/RFO (net salary d home office allowance), £3.15 Clerk Mileage, £24.95 to clerk for printer cartridges, £35 to HMRC, £27 to SALC Payroll Services to 31/03/24. All payments approved by Council. **Action: Clerk/RFO to action online payments.**
- 5c **Preparation for 2023/24 Year End Accounts – Appointment of Internal Auditor:** Approval unanimously to appoint SALC as our internal auditors. Proposed by Cllr Walker and seconded by Cllr Perry. **Action: Clerk**
- 5d **Review of the 2023/24 Budget:** Total Expenditure to 12/03/24 was £9,464 with a 2023/24 budget of £5,732, exceeding our budget by -£3,732. Overspend was made up of donations to local charities and the King's Coronation Celebration Party and were funded from Latitude ticket sales account.
- 6 **Planning – Public Access Link - <https://publicaccess.eastsuffolk.gov.uk/online-applications>**
- 6a **New Applications**  
**DC/23/4894/FUL Land at Kaliwood, Beccles Rd, Holton:** Change of use of Agricultural land into wetland. Deadline for comments was 26/02/24. No extraordinary meeting was held as it was felt that the application was outside our Parish boundaries.  
**DC/24/0801/FUL Single story extension Rear/Side at Willow Cottage, Southwold Rd, Blyford:** The Parish Council have no objections to this application.
- 6b **Update on Previous Applications:** There are currently no outstanding planning decisions.
- 6c **Planning Forum on 24/01/24:** Cllr Cackett attended this to give Town and Parish Councils the opportunity to meet with Planners and improve their knowledge of the current planning law, best practice when submitting comments on planning applications etc. **Action: Cllr Cackett to forward set of presentation slides on planning forum to Clerk for distribution to PC's.**
- 7 **Matters Arising since last meeting:** None.
- 8 **Footpath from Blyford Village to the River Blyth:** Nothing to report at present time. **Action: Cllr Goldbert.**

- 9 **Highways/Speeding issues – Police Community Speedwatch Scheme:** Search ongoing for 6 volunteers required to be accepted onto this scheme. **Action: Cllr Goldbart**
- 10 **Latitute Festival 2024:** All tickets have been allocated and a waiting list set up for returns. Payments will be made through PayPal which worked very effectively in previous year.
- 11 **D-Day 80 Celebrations on Thursday 06/06/24:** Booking made for the evening at The Racehorse Community Pub in Westhall. Decisions on menu awaited and confirmation of total cost. **Action: Clerk to contact Pub regarding menu choice. Cllr Bucknell will oversee the event and ticketing.**
- 12 **Community Orchard at Queens Head Public House, Blyford:** Trees have been planted.
- 13 **Defibrillator for Blyford:** Look to obtaining grant funding for this. **Action: Cllr Goldbart.**
- 14 **Reports from Councillors:** Cllr Cackett attended a Sizewell C Northern Transport Forum on 06/02/24.
- 15 **Correspondence Received:** Apart from items below, all correspondence distributed to the Parish Council and no actions or comments submitted. Items of public information posted on our website/noticeboards.
- 15a **Invite to Sizewell C Forum – 09/04/23:** No councillors available to attend.
- 15b **EN020033 – LionLink – EIA Scoping Notification and Consultation:** Parish Council have been asked to submit comments on the impact the operation and construction of the project would have on the resident community. **Action: Parish Council to submit comments by 4<sup>th</sup> April 2024.**
- 15c **SALC East Suffolk Area Online Forum – 20/03/24 @ 7pm:** Cllr Goldbart will attend this meeting. **Action: Clerk to register him on SALC Portal.**
- 16 **Review of Governance Documents:** Risk Assessment and Management 01/04/24 to 31/03/25 was approved and adopted by the Parish Council. **Action: Clerk to upload documents to our website.**
- 17 **Any Items of Information:**
- 17a **Fly-Tipping:** Cllr Sharmin identified fly-tipping in the Blyford area. Report fly-tipping by calling East Suffolk Council on 0333 016 2000, by email to [customerservices@eastsoffolk.gov.uk](mailto:customerservices@eastsoffolk.gov.uk) or by using the fly-tipping online reporting form at <https://www.eastsuffolk.gov.uk/waste/fly-tipping/>
- 18 **Date of next and subsequent 2024 Parish Council Meetings held bi-monthly on 3<sup>rd</sup> Monday of the month at 6.30 pm, in the Meeting Room of Wenhaston Village Hall on:**  
20<sup>th</sup> May – Annual Parish Meetings followed by Annual General Meeting  
15<sup>th</sup> July  
16<sup>th</sup> September  
18<sup>th</sup> November 2024

Meeting closed 8 pm