

LITTLE CORNARD PARISH COUNCIL
Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

Present: Councillors Clive Johnson (Chairman), Ruth Adams, Cheryl Crane, Karen Gilbert, Nick Hammond, Mark Irwin and Nigel Monk.

Attending: James Finch (Suffolk County Councillor), M Quinton (Clerk) and three members of the public.

Cllr Johnson introduced and welcomed the new Clerk.

22/023 Apologies for Absence

Lee Parker (District Councillor) sent his apologies.

22/024 Declaration of Interests and Requests for Dispensation

No interests were declared and no requests for dispensation had been received.

22/025 Minutes of Meeting held on 11th January 2022

The minutes of the meeting were approved by the councillors who resolved that the minutes should be signed by the Chairman as a correct record.

22/026 Public Forum

Councillors noted James Finch's previously submitted report and he updated councillors on COVID and the ANPR speeding scheme. He discussed the renewed government efforts to reduce the impact of offshore wind farms on Suffolk Communities and mentioned the promotion opportunities for celebrations for the upcoming Platinum Jubilee on Sunday 6 February.

James confirmed he has chased for the replacement of the 30mph sign for Bures road and will look into the replacement of the 3-way sign on Workhouse Green.

22/027 Emails circulated

After the councillors reviewed the emails circulated there were no actions requested of the Clerk.

22/028 Clerk's Report (Appendix A)

After the councillors reviewed the Clerk's Report it was noted that the Clerk had completed 6 modules of Clerk training and it was agreed that the Council would pay £15 + VAT for the Clerk to attend a "New Clerk Webinar" run by the SLCC on 9 March and 16 March.

22/029 Finance

- a. All cheques signed and due for signing as itemised in Appendix B were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and the bank reconciliation against the bank statements.

Additional Income and Expenditure not shown on RFO Report:

The councillors noted a Locality Award of £750 has been received from Babergh as a contribution to two kissing gates.

The councillors also noted and agreed the following additional expenditure

1. £180 Clerk Training
2. £1,150.01 re two kissing gates to be installed on footpath 1

The councillors noted the national pay increase for Clerks of 1.75% effective from April 2021. The previous Clerk confirmed who was in attendance as a member of the public confirmed he did not wish to claim for any additional pay following this increase.

Signed

Date

12 April 22

LITTLE CORNARD PARISH COUNCIL
Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

- b. The councillors reviewed the proposed earmarked reserves (Appendix C) and agreed to carry forward earmarked reserves of £7,417.97 for 2022 / 2023.
- c. The councillors resolved to renew the footpath cutting contract for 2022 with David Gotts for £300 + VAT. The councillors would like to thank him for the work undertaken in 2021.
- d. The councillors resolved to donate £200 towards the costs of producing the parish magazine.
- e. The councillors declined to donate to BSEVC as it was felt that the charity's area of operation is not local enough to LC and, therefore, there would likely be no benefit to the residents of LC.

22/030 Planning

- a. No planning applications were received since the last meeting.
- b. The councillors reviewed the status of previous applications and appeals (Appendix D). It was noted that since the circulation of the agenda, The Application for Outline Planning Permission for Apple Tree Cottage, Bures Road was refused by Babergh on 3rd March 2022.

22/031 Neighbourhood Plan

LC NP is still to go through the Independent Examination stage. No further information since the last meeting.

22/032 Meeting with Suffolk Wildlife Trust

Date TBC for meeting. Cllr Gilbert volunteered to confirm the date and time with SWT. Cllr Crane requested to attend the meeting, along with Cllrs Johnson, Hammond, Adams and Gilbert.

22/033 Bus Shelter

Cllrs Johnson and Monk confirmed they will inspect the Bus Shelter and arrange for any needed repairs before the next meeting.

22/034 Bramford to Twinstead consultation

The councillors discussed the draft response to NG prepared by Cllr Hammond (Appendix E) and agreed they were happy with the draft. Cllr Hammond confirmed he would take forward and circulate any further amendments.

Cllr Hammond mentioned the possibility of an additional joint response to NG from LC and 4 other local Babergh Parish Councils. The councillors supported this proposal.

The councillors thanked Cllr Hammond for his efforts and work to date on this matter.

22/035 Quiet Lanes

Cllr Irwin updated councillors on the Quiet Lanes project following an email from the Quiet Lanes Team dated 3 March (Appendix F).

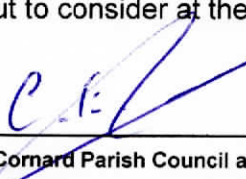
Cllr Irwin mentioned that LC is in Wave 2 and that there is an option for LC to "self-install" the signage once available. It was noted that LC would need to enter a formal arrangement with SCC before the signage is released. Documentation detailing the arrangement will be issued in due course.

It was suggested that the signage is erected by the Community Wardens once available, but the decision will be deferred until the formal arrangement documentation is received.

22/036 Highways, Footpaths, Council Assets and Village Sign

The councillors discussed the overall condition of the roads in the Parish, and it was noted that there are several potholes, some of which are becoming severe. Cllr Hammond proposed that going forward each councillor is responsible for monitoring a road/area in the Parish. No decision was made, but to consider at the next meeting.

Signed



Date

LITTLE CORNARD PARISH COUNCIL

Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

Cllr Gilbert volunteered to prepare initial designs for the proposed village sign for Workhouse Green. Cllr Gilbert confirmed that the expected cost to the council for the sign will be circa £250. This cost is to have the sign galvanised.

22/037 Village History Archives

Still TBC – Cllr Adams liaising with records office and will confirm archiving process going forward.

22/038 Footpath signed as part of Discover Suffolk

Councillors were presented with information about Discover Suffolk's walking leaflets. In view of the costs involved it was suggested that something similar could be made in house. Councillors asked the clerk to explore this.

The Clerk was asked to update the website with information about the Suffolk walking festival.

22/037/19 Questions to the Chair

No items were raised.

22/037/40 Next Meeting

The next scheduled meeting date is Tuesday 10th May 2022 starting at 7pm in the Village Hall.

The meeting closed at 8.40pm.

Appendix A Clerk's Report

Minute	Action	Complete ✓
21/084	Bus shelter check still outstanding.	
21/094	SWT meeting to review lease	
22/003	Minutes placed on website.	✓
22/007 a	Payments made to suppliers.	✓
22/008	Planning comments sent to Babergh.	✓
	Contacted Babergh environmental health team re dark smoke seen from property in parish - awaiting update from agent at Babergh following their visit	

SCC Ref	Highway Issues
293897	Wyatts Lane - Reflective markers for steep bend missing on unlit bend of
294050	Missing barrier at the pond in Upper Road / Chapel Lane.

Clerk Hours
Period 1 Feb - 1 March - worked 16.17 hrs
Training 13 hrs (9 structured) (4 unstructured)

Signed



Date

LITTLE CORNARD PARISH COUNCIL

Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

Appendix B RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
31/01/22	DF Crimmin - Salary January	613	LA 2011 ss 1 to 8	0.00	365.33
31/01/22	DF Crimmin - WFHA January	613	LA 2011 ss 1 to 8	0.00	16.00
31/01/22	HMRC - Clerk Tax	614	LA 2011 ss 1 to 8	0.00	91.20
31/01/22	DF Crimmin - Expenses Sept to Jan	615	LA 2011 ss 1 to 8	0.00	134.83
08/03/22	GeoXphere - Parish online	616	LA 2011 ss 1 to 8	0.00	60.00

Bank Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Treasurers Account	28/01/22	£17,929.53	£17,262.17	£667.36	£0.00	£0.00
Cash	28/02/22	£0.00	£0.00			£0.00
		£17,929.53	£17,262.17	£667.36	£0.00	

Budget v's Actual

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£10,378.36				
Income			Expenditure			
Precept	£7,000.00	£7,000.00	Clerks Salary	£2,710.00	£2,158.80	
Grants	£276.40	£382.40	Admin	£1,658.00	£462.23	
Bank Interest	£0.00	£0.00	Donations	£750.00	£0.00	
NP Grant	£0.00	£3,200.00	Subscriptions	£355.00	£250.44	
CIL	£0.00	£0.00	Insurance	£200.00	£171.84	
VAT Repayment	£0.00	£1,582.55	Inspection	£200.00	£200.00	
Other	£0.00	£0.00	Maintenance	£700.00	£531.46	
			Village Hall	£0.00	£0.00	
			Contingency	£500.00	£0.00	
			NP	£500.00	£882.50	
			Community Wardens	£1,100.00	£233.40	
			CIL	£0.00	£0.00	
			VAT Paid	£0.00	£400.47	
Total	£7,276.40	£12,164.95	Total	£0.00	£8,673.00	£5,291.14
			Assets C/Forward			£17,262.17
Total		£22,543.31	Total			£22,553.31

Signed 

Date

LITTLE CORNARD PARISH COUNCIL

Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

Appendix C Earmarked Reserves

Balance Carried Forward as at 1st April 2022

Earmarked Reserves

Asset Replacement	£800.00
Election	£723.47
CIL	£0.00
Village Hall	£3,000.00
	<u>£4,523.47</u>

Commitments

Entry Gate	£327.00
Quiet Lanes	£250.00
NP Grant	£2,317.50
Total	<u>£7,417.97</u>

Appendix D Planning Status

Application Reference	Address	Planning Details	LCPC Minute	Parish Council Comments	Babergh DC Comments
DC/21/05863	Burnthouse Farm, Bures Road	Construction of new agricultural vehicular access to serve grain store.	21/103	Supported	Approved 07/01/22
DC/21/06925	2 Henny View, Bures Road	Erection of single-storey side and rear extensions	21/008a	Supported	Approved 01/02/22
DC/22/00034	Apple Tree Cottage, Bures Road	Application for Outline Planning Permission (all matters reserved) Town and Country Planning Act 1990 - Residential Development for the erection of up to two pairs of semi detached dwellings (following demolition of stable block).	21/008b	Objected	

Signed



Date

LITTLE CORNARD PARISH COUNCIL
Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

Appendix E Bramford to Twinstead Response

Introduction:

Little Cornard Parish Council is also a signatory to a joint response by a number of local Parish Councils but has chosen to provide more detailed information relating to Little Cornard.

The Little Cornard Parish Council LCPC response will be focussed on the area within the Parish of Little Cornard but also on the wider Stour Valley Project Area. In preparing this response, LCPC has taken into account recent views expressed by residents, together with the results of a Parish Questionnaire completed in preparation for the production of the LCPC Neighbourhood Plan. LCPC has also reviewed its response to the earlier proposals which were put on hold.

LCPC understands and accepts the national requirement for additional electricity. It is disappointed that national infrastructure planning for transmission of this electricity has been slow and has not taken account of public concerns regarding an over-reliance on overland routes through East Anglia.

In the current situation, LCPC accepts that there is a need for additional transmission routes and that the proposed, 'Bramford to Twinstead,' route is probably the best option in this region. LCPC would also like to put on record that any further transmission through the Stour Valley would be unacceptable and the appropriate authorities must plan, at an early stage, to use undersea grids to reduce the reliance on overland routes.

Undergrounding:

LCPC are very pleased that National Grid NG has stated the route through Little Cornard and the wider Stour Valley Project Area has been confirmed as **underground**. The addition of additional pylons and cables would have had a very negative impact both for residents and visitors to the area. Visitor numbers have been increasing, evidenced by 'wear and tear' on our popular footpaths, and it is disappointing that the value of tourism was screened out of the 'impact assessment.' In particular, the route through Little Cornard lies close to the important footpath linking Essex to Suffolk across the River Stour which takes advantage of the extremely high landscape value and views. It is worth remembering that this is a relatively unspoilt landscape which has changed very little since world famous painters including Constable and Gainsborough created masterpieces.

It is also important to recognise that undergrounding will eliminate further deaths of birds striking cables in the air. The data from the NG bird surveys was somewhat incomplete so it should be stressed that the Stour Valley has a significant population of birds of prey, for instance, buzzards, red kites, kestrels and owls can be seen daily. The river is also a flight path for swans and migrating geese. It is sad that a number of deaths have been observed under the existing 400,000volt lines.

LCPC are satisfied that the suggested undergrounding route through Little Cornard and across the river is probably the best option. LCPC is not qualified to comment on the route on the Essex side of the river, although it would appear to take advantage of the topography. LCPC is also aware that Stour Valley Underground have been considering modifications to the route on the Essex side which may be advantageous.

While LCPC is pleased that money has been committed for undergrounding in the Stour Valley Project Area, it would strongly support further undergrounding to the east of Little Cornard; with one caveat which is covered in the next section on Sealing End Compounds.

Signed



Date

LITTLE CORNARD PARISH COUNCIL
Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

LCPC is delighted that at least the proposal is for the existing pylons carrying 132,000 volts to be removed. LCPC would also strongly support the future removal of the existing 400,000 volt cables/pylons to be replaced by further undergrounding.

Stour Valley East Sealing End Compound:

LCPC believes the proposed position of the Sealing End Compound takes advantage of the topography and will be reasonably well screened from the majority of residents on the north side of the structure. It is to be hoped that the last pylon before the compound is also carefully positioned with regard to its visual impact. In discussion with a senior engineer at the Twinstead 'ask an expert' session, we were pleased an engineering solution would mean pylon RB49, next to the Sealing End Compound, would be moved approximately 400 metres east. This would also provide a reduction of one pylon across this valued landscape.

The construction of a permanent access road needs to be carefully planned to avoid visual intrusion. It is important that it runs from the B 1508 to eliminate the need for maintenance traffic on lanes in Little Cornard. (see below).

LCPC would strongly support additional undergrounding to the east if extra funding was available. If this happens, and a new Sealing End Compound location is required, it is important this should be in a visually unobtrusive location and ideally positioned close to a main road to minimise permanent access problems. It is hoped this will run up an existing track beyond Walnut Tree Cottage, which would result in no need for a permanent road which would be an intrusion in the open countryside to the north along the B1508.

Construction access and traffic:

LCPC believe that it should not be necessary for large construction vehicles to use the Little Cornard lanes. These lanes are very narrow, single-track roads many with banks up to four metres high on each side. Vehicle traffic is already significant, local residents, local businesses including a popular children's nursery plus agricultural traffic. Three stables/equestrian centres in the immediate area mean riders use our lanes regularly and, together with walkers and cyclists, make for a challenging environment where safety is often compromised. Any additional construction traffic would be dangerous. Extra heavy vehicles would also contribute to additional damage to roads and drains and increase the risk to animals, both dogs and horses; and, for example, badgers, deer and otters which are seen in this area.

It is important to note that all the Little Cornard lanes are designated as Quiet Lanes under the Suffolk County Council initiative, providing a safer and more pleasant, environment for residents and visitors. Non-vehicle users will have priority which will mean large vehicles will have to slow down and may have to reverse to allow people/horses to pass safely.

LCPC believe 'haul roads,' running from either end and along the undergrounding route, will provide a safe and practical option for construction traffic.

A particular concern, which has been reported to NG, is the possible temporary construction road from the top of Spout Lane running southwards close to existing pylon 4YL065. An NG engineer at the Nayland exhibition and Twinstead has told us that it is not required. We are, however, concerned as it would run from a very narrow and steep lane with four-metre-high banks which is an established wildlife corridor.

Signed



Date

LITTLE CORNARD PARISH COUNCIL

Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

Environmental mitigation sites:

LCPC believe there is an opportunity to provide an exciting and beneficial site on the east side of the valley and that the suggested position, ENV12, close to the Sealing End Compound is only one option. If funding were available, a site closer to the river could provide several benefits; this is a field with existing pylon 4YL068, a couple of hundred metres to the north where the Essex to Suffolk footpath runs. It would create a wildlife corridor from the river to the existing corridor running up Spout Lane from the B1508. It would also link with Daw's Hall Environmental Centre on the Essex side of the river. Attracting more visitors to the area is important to support the rural economy. The site, close to the river, is low value agricultural land which frequently floods. The benefit to both the environment and residents/visitors would be very positive. The current position of ENV12 is used by the local shoot and already contributes to the local economy and would benefit from wild flower planting. If funding were available, these environmental sites could have a significant positive impact.

Conclusion:

The Little Cornard Neighbourhood Plan, which is undergoing final examination, makes it very clear that residents of Little Cornard do not want any more pylons and if more electricity transmission is required it should be underground. Meetings for residents have strongly endorsed this view.

In the event this NG proposal is taken forward, LCPC would expect to be consulted on any changes and developments. LCPC will work with NG to identify best options but also any mitigation to reduce disruption of a physical nature but also to protect the well-being of a worried community.

Appendix F Quiet Lanes Update

Project Update March 2022

A lot has been going on in the background over the last couple of months and we are now in a position to bring you all up to date with the project. This is quite a lengthy and detailed email so please take your time to read and digest it.

Wave 1 & 2

Due to a technical issue SCC Legal had to re-issue the W1 designation notice and did so in conjunction with W2. Those notices appeared in the EADT on 22nd Feb 2022, copies are now available at selected public libraries and SCC's Endeavour House (Reception). They are also posted on the Quiet Lanes Suffolk volunteers

website <https://sites.google.com/view/quietlanessuffolk/status/Designations>

Wave 1 & Wave 2 Quiet Lane Designation takes effect from the 9th March 2022. Signage that isn't already in place can then be put up as the final step in the designation process, bringing the lanes into operation.

Signage

The Suffolk Highways Design engineer is making good progress creating the signage work packs for each parish. He has just completed W2 and now starting on W3. If he hasn't been in contact with the lead volunteer yet, he will in due course. The contractor is out in the field somewhere installing posts, have you got yours? If you have then please let us know via the QLS email address by return. The plan is for W2 parishes (and W3 in due course) to install signs via our self-help scheme as detailed below.

In order to speed up the process of installing signs we have agreed with SHA a procedure to allow parish volunteers to do it themselves. The details of which are specified below:

(a) Installation of Signs by parishes, Community self-help agreement

SCC Legal have asked that 'Parish Councils' enter a formal arrangement with 'Suffolk County Council' regarding the self-installation of signs. SCC, SHA & QLS have devised a simple 5-page document that sets out the 'legal', 'liability' and 'Health and Safety' aspects of that arrangement. A

Signed



Date

LITTLE CORNARD PARISH COUNCIL

Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

copy of the document will be sent to all W2 parishes initially (by separate email) with instructions on what to do with it. It will need to be signed by the parish volunteer first and then Suffolk Highways (on behalf of SCC) before we can give you your signs to install.

(b) Collection of Signs for self-installation

We have agreed with Suffolk Highways that signs can be collected by parish volunteers directly from the SHA Store. Signs can only be issued on certain dates and times. Details of these will be covered under a separate email to follow shortly. In the event you are unable to collect your own signs you can contact us directly to make an alternative arrangement.

Wave 3

The Suffolk Highways Engineer has completed his assessment of the responses from the Highways consultation on all W3 lanes. A small number of objections were received, but the good news is that we have been advised that all W3 lanes will be recommended for designation. SHA are currently preparing the formal report to the SCC Cabinet member for transport which forms the basis of the Designation Notice. We anticipate that the formal Designation sign off and publication should not take as long as it did for W1 & W2.

Once the legal designation notice has been published then W3 parishes will be able to collect and install their own signs as per our procedure above.

Wave 4

Our W4 closing date passed at the end of January, we are now currently trying to establish which parishes are in a position to be taken forward to the formal Suffolk Highways consultation process. We know some parishes are in a good position with regard to that, but we are still trying to contact a few who expressed an interest but have not responded to our W4 readiness checklist request. We will endeavour to publish a list of W4 parishes by the end of March and hence arrange for the Highways consultation process to take place.

Project Financing

We've recently received some bad news in that SCC finance managers have decided to levy a significant "Local Management Overhead" charge on the project. We are currently considering the implications of this unforeseen tax on project finances. It's likely that this will impact the number of W4 lanes we can deliver.

Ultimately, we as QLS have to rely on SHA as the budget holder to determine which W4 lanes can be done as the project actual spend progresses. It will be necessary to give those parishes that needed traffic surveys some form of 'priority' in W4 if funds become tight. It is still our intention to designate as many lanes as we can....

As a fortuitously pre-emptive response to this situation, we introduced the idea of a parish voluntary contribution a while ago. Many parishes have responded positively to this, and we are now able to send out (by separate email) details of how payments can be made. However, as a result of incurring the additional charge to the project we are now asking parishes for more financial help than previously advised. Full details of what we are asking are set out in a separate 'Project Funding' email, please take your time to read and digest it. We are also pursuing a couple of other funding options. We'll let you know in due course how we get on.

Marketing

Work continues in conjunction with our marketing company on the promotion of Quiet Lanes in Suffolk. One of the key elements will be a formal public launch in the Spring. We are also actively networking with a number of key District and County Council working groups and officers particularly in the fields of Active Travel, PROW, Tourism and Road Safety. Our Suffolk Highways engineer recently provided SCC's Cabinet with a project update. They noted the good progress the project has made and passed on their thanks to all the volunteers involved. This was useful way of drawing Quiet Lanes to the attention of our collective County Councillors.


Lead Volunteers meeting

We will be holding a zoom meeting for volunteers shortly, Date and timing to be advised.

Head Office

Unfortunately, we have to report that Andy our project secretary and database guru is currently on compassionate leave from QLS due to a family related bereavement. The rest of the team are doing

Signed



Date

LITTLE CORNARD PARISH COUNCIL

Minutes of Meeting held on 8th March 2022 at Little Cornard Village Hall

our best to cover him until he returns to the project. There may be some delays in dealing with your queries as a result of that.

To sum up

W1 & W2 legally designated, signage in progress.

W3 all through Highways public consultation, awaiting Designation sign off by SCC's Cabinet Member

W4 Final list to be published by end of March.

Project Finances have been thrown a curved ball.

Zoom meeting so you can talk to us directly....in the pipeline

Further Emails to come from QLS:

- 1) Community Self-Help Agreement (W2 only)
- 2) Collection of Signs from Stores (W2 only)
- 3) Project funding inc. payment of Voluntary Contributions (All Parishes)

Copies of the documents associated with 1,2 & 3 above will be posted on the Volunteers Website under resources.

End of Appendices

Signed



Date