

Minutes of Iken Parish Council Meeting
Held on 29th January 2025 ~ 6pm
Hardys Barn, Iken

Members

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|------------------------------|-------------------|--------------------|
| Cllr. Alan Hutson (Chairman) | Cllr. Ray Herring | Cllr. Lottie Fairs |
| Cllr. Lucy Mann (Vice Chair) | Cllr. Eliot Sayer | (2 x Vacancies) |

Present

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|-------------------|--------------------|-------------------|
| Cllr. Alan Hutson | Cllr. Eliot Sayer | |
| Cllr. Lucy Mann | Cllr. Lottie Fairs | Cllr. Ray Herring |

Attendees

Tiffany Pollock (Clerk)

3 x Members of the public

1. To receive apologies for absence

Apologies had been received from Cllr. Reid (County Councillor).

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

There were none.

3. To receive any Declarations of Gifts or Hospitality received over the value of £50.00

There were none.

4. Public Participation (15 minutes Maximum) – To receive:

a) Reports or comment from any member of the public

The applicant for planning application DC/24/4260/VOC gave a brief introduction and outline of details for the application. Currently the canoes and kayaks operate during weekends in April, May, June, September and October, allowing 5 canoes/kayaks per day.

The applicant seeks to increase the number to 20 per day, during July and August only. The application has been made with advice from East Suffolk Council and various assessments have been carried out to ensure that there is minimal disturbance to wildlife.

Users of the canoes/kayaks are given clear instructions which includes awareness of the area and that the canoes/kayaks are restricted only to be used between Iken and Snape Maltings, they are not permitted near the Church.

Chair's initials:

b) Reports from County and District Councillors

A report had been received from Cllr. Andrew Reid prior to the meeting and circulated to all Councillors. The report has been uploaded to the Iken website.

5. Co-option of a Councillor and signing of the Declaration of Acceptance of Office

There were no candidates for co-option.

6. To agree minutes of meetings dated 20th November 2024

Cllr. Mann proposed the minutes to be adopted as a true record of the meeting. This was seconded by Cllr. Herring and all Councillors were in agreement.

7. Planning:

a. **To discuss and agree response to the following Applications received:**

- **DC/24/4260/VOC** Variation of Condition No.3 of C/12/0123 (Use of existing boat shed for canoe hire business) – The applicant wishes the number of canoes/kayaks permitted to be increased. The applicant wishes the condition to be varied by increasing the number of canoes/kayaks to 20 on current permitted days in July, August and September each season. The River House, Iken Cliff, Iken, Woodbridge, Suffolk, IP12 2EN.

Councillors made the following comments:

- Lack of toilet facilities – the applicant explained that users are advised before hiring the canoes/kayaks that there are no facilities. Hirers often use the facilities at Snape Maltings.
 - There is no limit for private boats or speed boats.
 - How many people can use the canoes at a time? – the applicant advised 2-3 adults or 2 parents and 2 children (using Canadian canoes) only 6 of those are in the fleet. All others are singular.
 - Mixed comments have been received from residents, some of which have been very negative.
 - **Conclusion: No Objection** (Proposed by Cllr. Herring, seconded by Cllr. Sayer, Councillors voted: 3 in favour and 2 objected)
- **DC/24/3880/FUL** New three bay lodge with attached workshop. Three new velux windows in existing pitched roof. Reclading of existing barn and removal of livestock ventilation chimneys. Wood Farm, Sandy Lane, Iken, Woodbridge, Suffolk
No Objection, proposed by Cllr. Hutson, seconded by Cllr. Mann and all Councillors in agreement.
 - **DC/24/4092/FUL** This application seeks permission to make several small amendments to the works permitted in DC/21/2480/FUL and DC/24/0371/FUL Alde Cottage, 30 Sandy Lane, Iken, Woodbridge, Suffolk, IP12 2HE

Chair's initials:

Councillors made the following comments, which have been submitted to East Suffolk Council:

- Should some parts of this application be retrospective? A Councillor has noted that some of the works have been started or completed.
- Use of field gate and paddock for a formal residential drive. Would this be a 'change of use' application from agricultural land to residential?
- Clarification for the area adjacent to the gateway would not become utility area / car park for staff/visitors.
- Historically this verge has been used as parking for the dwellings opposite as well as a passing place. Please could there be clarification that this would not be changes.
- Concerns regarding the tall cctv camera in line with the gateway. Would planning permission be required if the pole is over 12ft tall?
- Presently there is an agricultural type of fence and horse paddock. Please could we have clarification and details with regards to materials/specification for the driveway and fencing etc.
- There are many amendments in this one application, is this standard practice?

Conclusion: No Objection, proposed by Cllr. Hutson, seconded by Cllr. Sayer, all Councillors in agreement.

b. Any other applications forthcoming or planning matters:

There were none.

8. Iken Village Hall

a. To receive update of Iken Village Hall and agree next steps

After a brief discussion Councillors agreed the Clerk could seek quotes to obtain planning and specification documents for the village hall. Cllr. Sayer will forward the village hall drawing to all Councillors for review.

Councillors asked the Clerk to contact the Charity Commission to look at moving the Town Estate funds to the Village Hall and seek steps to close the Town Estate charity.

Action: Clerk

9. To receive an update for the Alde and Ore Estuary Community Partnership

The previous meeting had been cancelled, no further update.

10. Matters brought to a Councillor's attention since the last meeting

Cllr. Sayer attended the ESPA (East Suffolk Planning Alliance) meeting in Framlingham, from discussions there is no evidence of a housing shortage but affordable housing availability is an issue, in some areas housing development is also too big.

A news reporter had been in touch with Cllr. Sayer requesting a comment from the Parish Council with regards to an upcoming court case relating to soil being moved within Iken. After a short discussion Councillors agreed that no comment would be made.

11. Highways: to receive an update for all highways matters

It was noted that a new road sign had been installed at Hill Farm Road.

Chair's initials:

12. Finance Matters:a. To receive Accounts to 31st December 2024

The Clerk distributed the accounts to all Councillors prior to the meeting, these were accepted by all, proposed by Cllr. Mann, seconded by Cllr. Herring.

b. To discuss draft budget for 2025/26

The Clerk had circulated the draft budget to all Councillors prior to the meeting, this was accepted by all Councillors, proposed by Cllr. Sayer, seconded by Cllr. Mann and all Councillors were in agreement.

c. To discuss and agree precept request

After reviewing the budget, Councillors agreed to increase the precept by 5%, the total precept amount requested from East Suffolk Council will be £4,837.98.

This was proposed by Cllr. Hutson, seconded by Cllr. Herring, all Councillors in agreement.

d. To authorise the following Invoices for Payment:

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|-----|---|---------|
| i. | Iken Bay Lettings | £25.00 |
| ii. | <u>Any other invoice presenting</u> | |
| | T Pollock (Clerks salary) | £404.51 |
| | Hill Farm Iken (Defibrillator battery & pads) | £304.79 |

e. To note Payments made since last meeting:

| | | |
|----|---------------------------|---------|
| i. | T Pollock (Clerks salary) | £404.51 |
|----|---------------------------|---------|

f. To note Payments received since last meeting:

- i. None

g. To note Bank Balances as at 31st December 2024:

| | | |
|------|---|-----------|
| i. | Barclays Bank (Current Account) | £1,680.03 |
| ii. | Monmouthshire | £7,950.73 |
| iii. | Barclays (Monmouthshire Transfers Only) | £0 |

All listed payments were accepted by all, proposed by Cllr. Hutson, seconded by Cllr. Sayer.

13. Documentation – To approve adoption or acknowledge review of the following documentation:

- **Asset Register**

The Clerk distributed the asset register to all Councillors prior to the meeting, this was agreed and adopted by all Councillors, proposed by Cllr. Sayer and seconded by Cllr. Mann.

Chair's initials:

14. To receive agenda items for next meeting and agree date of Next Meetings

Items to add to the next agenda:

- Items carried forward from this meeting.
- Housing

The next meeting will be held on Wednesday 19th March at 6pm in Hardys Barn.

The Annual Parish meeting and Annual General Parish Council meeting will be held on Wednesday 14th May at 6pm.

The meeting closed at 7.00pm.

Signed:
Cllr. Alan Hutson, Chair

Date:

Tiffany Pollock
Clerk to Iken Parish Council

Chair's initials: