

## CHARSFIELD PARISH COUNCIL

Minutes of Meeting Held on Monday, 22<sup>nd</sup> January 2024

**Present:** Councillors Pedgrift (Chair), Haird, Moor, McArthur, Laird, Youngman and Pam Hembra (Parish Clerk)

**Members of the Public: 8**

		Action
<b>1.</b>	<b>Apologies and Approval of Absence</b>	
	Councillor Sharp - approved	
<b>2.</b>	<b>Declarations of Interest</b>	
	None	
<b>3.</b>	<b>Approval of Minutes of the Minutes held on 20<sup>th</sup> November 2023</b>	
	Minutes were approved and signed by Councillor Pedgrift	
<b>4.</b>	<b>Progress Reports for Information or Matters Arising</b>	
	Grateful thanks were expressed to Alan Ward, Andy Wyatt, Peter Clitheroe and Jeremy Gugenheim for their help in putting together the sand bags behind the Village Hall.	
<b>5.</b>	<b>Points from the public</b> – A chance for the public to raise matters of relevant interest.  Queen’s Canopy – Two villagers were concerned that the oak trees would be directly in front of their two homes. Councillor Haird to have a word with the landowner to see if they could be spread out more.	<b>SH</b>
<b>6.</b>	<b>Reports</b> <b>County Council (full report available on request)</b>  <b>District Council (full report available on request)</b>  <b>Recreation Ground</b>  <b>Village Hall</b> Nothing to report.	
<b>7.</b>	<b>Charsfield Flood Action Group</b> Report attached below.  East Suffolk are offering a Council tax refund to those people flooded who have moved out of their homes.	
<b>8.</b>	<b>Road Safety</b>	

	<p>8.1 Road Safety Plan – update A paper copy of a Road Safety Survey will be going out with the Parish Magazine for villagers to complete - electronically or on paper. Analysis of the data collected will be used to formulate a long term Road Safety Plan for the village.</p> <p>8.2 Partnership Road Safety Forum Meetings The Chair is unable to attend the meeting on 9<sup>th</sup> September, this is by zoom – 10-12 pm. Would any other councillor be willing to do this?</p>																
<b>9.</b>	<b>Planning:</b>																
	<p>Buttons Meadow – looks as if people are now living in the accommodation. Planning have been advised. To be closely monitored.</p> <p>Drainage on the new development behind St Peter’s Close – The Chair had written to Highways asking them to revisit the drainage scheme in the light of recent flooding but no reply had been received. Chair to contact our County Councillor for further advice.</p>	<b>Chair</b>															
<b>10.</b>	<b>Finance</b>																
	10.1 To authorise payments as listed below:																
	<table border="1"> <thead> <tr> <th>Date</th> <th>Detail</th> <th>Ref</th> <th>Power</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>29/12/2023</td> <td>P Hembra – services</td> <td>Bank Transfer</td> <td>LGA 1972 s.112</td> <td>£492.48</td> </tr> <tr> <td>29/12/2023</td> <td>HMRC</td> <td>Bank Transfer</td> <td>LGA 1972 s.112</td> <td>£123.20</td> </tr> </tbody> </table>	Date	Detail	Ref	Power	Amount	29/12/2023	P Hembra – services	Bank Transfer	LGA 1972 s.112	£492.48	29/12/2023	HMRC	Bank Transfer	LGA 1972 s.112	£123.20	
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	<p>10.2 Bank Balance as at 31<sup>st</sup> December 2024 – – current account: £8,075.38 – savings account: £6,000.00</p> <p>10.3 To note receipt of income as listed: None</p> <p>10.4 Bank reconciliations were agreed and signed</p>																
<b>11.</b>	<b>Precept and Budget 2024-2025</b>																
	A budget of £7,270.00 was proposed by Councillor McArthur and seconded by Councillor Pedgrift. It was noted that this was within the guidance issued by ESC	<b>Clerk</b>															
<b>12.</b>	<b>Emergency Plan</b>																
	<ul style="list-style-type: none"> <li>- Need to revisit our plan to update and have an annual rehearsal. The Central Emergency Planning Officer is to set up an action plan. The findings of the Flood Action Group to guide amendments but in the meantime a request for further volunteers to be circulated.</li> <li>- Need to ask people what might have helped them before/during the flood to contact us.</li> </ul>																
<b>13.</b>	<b>Thermal Camera Booking – 23<sup>rd</sup> January to 3<sup>rd</sup> February</b>																
	Meeting for the above at 7 pm to discuss and then action.																
<b>14.</b>	<b>ESPA Conference</b>																

	There will be an East Suffolk Planning Alliance ‘panel discussion’ on 17 <sup>th</sup> February from 2:30 – 5.00 pm in Grundisburgh Village Hall. The Chair and Clerk will attend.	
<b>15.</b>	<b>Friends of Charsfield Email List</b>	
	The Friends of Charsfield email list (which was originally set up by Councillor Pedgrift) has been transferred to a mailing system within the village website under the control of the Parish Council. Administration will ultimately, become part of the Parish Clerk’s job description which will provide continuity during holidays etc.	
<b>16.</b>	<b>Charsfield Staying Together</b>	
	Communities Together have given Charsfield a grant of £500.00 by way of encouraging villagers to get together after the devastating floods. The first event will be an afternoon tea on 3 <sup>rd</sup> February at the village hall for those affected and who have completed the Flood Information Form.	
<b>17.</b>	<b>Tree Warden</b>	
	Three people have shown interest in this scheme, Graeme Sagar, Steve Moor and Graham Pettingale. The Chair and the Clerk to invite them to a meeting to discuss.	<b>Clerk</b>
<b>18.</b>	<b>Councillor Training</b>	
	Still to be undertaken.	
<b>19.</b>	<b>CIL Funding</b>	
<b>20.</b>	<b>Telephone Kiosk</b>	
	No progress. Professor at UEA who is hoping to help fund some of our printing also wishes to come to the Village Hall and show Akenfield jointly with the opening of the kiosk.	
<b>21.</b>	<b>Village Historian Update</b>	
	21.1 Charsfield Christmas History Questions then Answers produced. 22.2 The “Grayston Family & Charsfield Blacksmiths” story, on display last autumn in the churchyard, has now been improved and posted on the Charsfield website. 22.3 Recently unearthed set of deeds (for Battle Pightle), with earliest document from 1828, is providing very interesting information relating to Hill Farm.	
<b>22.</b>	<b>Date of Next Meetings</b>	
	Monday, 18 <sup>th</sup> March 2024 Tuesday, 7 <sup>th</sup> May 2024 Monday, 22 <sup>nd</sup> July 2024 Monday, 23 <sup>rd</sup> September Monday, 25 <sup>th</sup> November 2024	
	The meeting closed at 8:50 pm.	



## CFAG Report to PC Meeting 22/1/24

### Liaison with Agencies and S19 Report Input

We've had two contacts with the LLFA (SCC). Initially we were given an officer's name but now we are told by the manager (Ellie Beecroft) we are 8<sup>th</sup> in the list of impacted. They are recruiting but this may take a while and no timescale provided. We will try and get some priority boost given the impact to a small village with very limited resources. We will continue to maintain pressure to highlight the extent of the impact.

In the meantime we are collecting information and have created and distributed forms to over 50 households who responded to the invitation. It is early days but we have had responses from all but 4 flooded households.

Using the responses received to date plus the highways reports and photos submitted we can summarise the impact as follows: -

- 43 responses to 50 invitations
- 25 flooded inside worst depth over 1 m
- 14 in The Street
- At least another 8 houses with flooding in the garden or outbuildings
- We are continuing to meet people and send out forms.

### Observations

The data has been mapped into the catchment area and indicates 'pinch points' at Church Road Bridge. Early flooding in The Street from surface water run off before rising water in the Brook. One property flooded by 9:00am in the street. There seemed to be a sudden surge late morning that brought the Brook water level up by 50cm and caused significant additional flooding.

We asked a lot more questions and will be looking at the answers provided in more detail over the coming weeks.

### Flood Watch

We asked a question in the forms if people thought that they could have mitigated the effects of the flood if they had had several hours advanced warning. There was a resounding yes to that question. Hence having a mechanism to predict potential serious flooding more reliably, warn people at risk and initiate flood precautions in time, would place us in a stronger position especially while we wait for the more significant improvements to be made to infrastructure and drainage. (years?)

CFAG are planning to have a flood watch portal where we intend to summarise the current risk level. The EA is supporting CFAG with 3 Depth Gauges and telemetry and rainfall intensity data currently from Earl Soham. We will also need technical support with interpretation of data and modelling the catchment area.

The Flood Watch Alerts should be linked into the local flood emergency response which should form part of a revised emergency plan. (Note that this is a PC responsibility).

## Household Resilience

Although we are not experts and cannot advise we are considering if we can coordinate some general advice from a resilience surveyor.

*(Note though that the Government financial grant of £5000 per flooded household seems to be conditional upon each household engaging such a surveyor first and their costs (£1000?) taken from the £5000. (actually your own funds).*