

## **BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL**

### **Minutes**

Of the Parish Council Meeting held at Trinity Park on Wednesday, 14<sup>th</sup> September 2011

#### **Present**

Cllr E Warham – Chairman  
Cllr A Wells  
Cllr A Day  
Cllr E Lawrence  
Cllr J Booth  
Cllr B Newell  
Cllr M Briggs  
Cllr J Batham  
PCSO Andrew Hillman  
Mrs A J Buggs – Clerk  
4 members of the public

#### **153.11 Apologies for absence**

Apologies for absence were received from Cllr P Smith, Cllr P O'Brien – Suffolk Coastal District Council / Suffolk County Council, Cllr V Falconer – Suffolk Coastal District Council and Pc Paul Smith.

#### **154.11 Declaration of interest**

No declarations of interest were declared.

#### **155.11 Minutes**

The minutes of the Parish Council Meeting of the 13<sup>th</sup> July 2011 were approved as being a true record and signed by the Chairman.

#### **156.11 Matters arising from the minutes**

##### **Notice Board Murrills Road**

Cllr Wells reported that he had received a quotation from Richard Berry for the replacement of the Perspex Panel of £40.00. Following discussion Cllr Wells proposed, seconded Cllr Warham that the quotation be accepted – all in favour.

##### **Brightwell Notice Board**

The Clerk reported that a licence for the erection of the notice board had been received from Suffolk County Council which was duly passed to Cllr Newell. Following discussion Cllr Wells proposed, seconded Cllr Warham that Richard Smith should be asked to erect the notice board – all in favour. Cllr Wells reported that the notice board would be erected within the next few days.

#### **157.11 The meeting was adjourned to receive reports from:**

- Suffolk Police – PC Paul Smith – written report

- Cllr P O'Brien – Suffolk Coastal District Council / Suffolk County Council – written report
- Cllr V Falconer – Suffolk Coastal District Council – written report

**The meeting was re-convened.**

### **158.11 Clerk's Report**

The Clerk's report had previously been circulated and it was agreed that some of the items should be discussed as per the agenda.

#### Power to Empower Local Councils

Email from Steve Shaw Unlock Democracy asking for the Council's support to a proposal that was agreed by Leiston-cum-Sizewell Town Council on the 7<sup>th</sup> June 2011 and by the Suffolk Association of Local Councils (SALC) on 13<sup>th</sup> June 2011 and then submitted to the government under the Sustainable Communities Act. Local Works (the organisation that campaigned for the Sustainable Communities Act to become law) are supporting the proposal to and thus helping to ensure the government agrees it.

The proposal seeks new planning guidance to major developers urging them, as a matter of planning procedure to:

1. Attend a local council meeting to answer questions about their planning application, if the local wishes, and to,
2. Provide resources, if the local council wishes, to enable the local council to assess developer's applications – which may be over 21,000 pages long – based on a professional critique of the developer's evidence.

Both of these things would help councillors of local councils when making recommendations on large planning applications. Clearly there are details to be sorted out with the Minister – eg the definition of 'large' but these are details which follow the agreement of the idea in principle.

Following discussion Cllr Wells proposed, seconded Cllr Day that the Clerk write supporting the proposal – all agreed.

#### Outdoor Playing Space Contributions

Letter received from SCDC which is in the process of circulation.

"As you are aware, this Council adopted Supplementary Planning Guidance (SPG) 15: Outdoor Playing Space in April 2001. Within the Guidance Note the Council states that it will endeavour to prepare annual statements of funds available for use in each Parish and distribute these statements to all Town/Parish Councils. Apologies for the delay in sending the annual statement as it relates to your Parish, a copy is now enclosed:

You will note that the statement is divided between:

- Monies received from children's play space; and
- Monies received for sports grounds (adult use).

The geographical area within which any monies being held can be spent may differ between the two play categories. This is clearly stated, and is based on the parish groupings established in the Outdoor Space Parish Schedule 2010; a document forming the second element of SPG15.

I am intending to update the Parish Schedule in the near future. I am therefore enclosing an extract from last year's schedule as it relates to your Parish and would be grateful if you could check that the facilities identified for your Parish are correct, or point out any changes or corrections to the facilities that need to be made. Could you please also indicate whether there are any changes to the needs or requirements for sports grounds or play space within your Parish, including any anticipated developments planned but not yet implemented? In this content, it would be helpful if you could consult with any play or sports groups operating within your Parish, in order that any requirements that they may have can be considered for inclusion into the Parish Schedule. This should include any sports groups which use outdoor sports fields, such as football, cricket, netball, bowls, etc.

Amendments for inclusion in the 2011 Outdoor Playing Space Parish Schedule should be forwarded to SCDC by Monday, 19<sup>th</sup> September 2011.

#### Consultation on Updated Sustainability Appraisal and Appropriate Assessment Documents (August 2011)

A copy of the Sustainability Appraisal (SA) and Appropriate (AA) documents have been received for consideration by the Parish Council. This document is in the process of being circulated to councillors.

The deadline for comments from the Parish Council to be received by SCDC is the 14<sup>th</sup> October 2011.

The SA and AA documents help to inform decisions taken by the Council on the Core Strategy. No changes are currently being proposed to the reviewed Core Strategy other than those referred to in the Council meeting on the 27<sup>th</sup> July 2011. However, before the Core Strategy can progress further, these documents are required to be updated to take into account recent information provided by NANT and focussed changes to Ipswich Borough Core Strategy in relation to the timing of new housing proposals at/in Ipswich Northern Fringe. Whilst this development is outside of the Suffolk Coastal District boundary both documents have to take on board cumulative impact. The 27<sup>th</sup> July Council resolution makes clear that should any significant issues arise out of this consultation the whole matter will be referred back to Cabinet and Council.

#### Invitation to Briefing – Draft National Planning Policy Framework

Invitation to a parish briefing which has been organised to discuss the consultation draft National Planning Policy Framework (NPPF) and its implications for the Suffolk Coastal District. Date 28<sup>th</sup> September 2011 Riverside Centre Stratford St Andrew Farnham 18.30 – 21.00.

#### Wind Turbine Planning Application – Levington

We have received confirmation that both the wind turbine planning applications for Levington have been withdrawn. It is understood that the opposition expressed at the public meeting was a critical factor in both cases.

#### Restructure of Highways and Transport Services

Suffolk County Council has carried out a major restructuring of highways and transport services within the County Council. This has been driven not only by the need to reduce costs, but also to provide a clearer, more responsive service, and more efficient delivery of programmes of maintenance and improvement work. Parishes within the Suffolk Coastal Area will be dealt with by the following area office:

East Area Highway  
Network Management  
Economy, Skills & Environment  
County Buildings  
Street Farm Road  
Saxmundham  
Suffolk IP17 1AL

Telephone: Customer Services on 08456066171  
Email: customerservice@csduk.com

#### **159.11 Co-option of councillors/resignation of Jeffery Hammond**

The Chairman reported that unfortunately, due to pressure of other commitments, Jeffery Hammond had resigned as a Parish Councillor.

The Chairman introduced Mrs Moira Briggs and Mrs Judith Batham to the meeting both of whom had put themselves forward for co-option on to the Parish Council to represent Purdis Farm. Cllr Wells proposed, seconded Cllr Day that Mrs Moira Briggs and Mrs Judith Batham be co-opted. Both appointments were unanimously supported by all councillors who were present. Mrs Briggs and Mrs Batham accepted their appointments and signed the Declaration of Acceptance of Office forms which were witnessed and signed by the Parish Clerk as the Proper Officer of the Council.

#### **160.11 Locality Budget**

The Clerk reported that she had investigated the cost of a seat and a waste bin for Brightwell which would be approximately £1,000 including fixing and associated works for a seat and approximately £300 for a waste bin.

Following discussion as to whether a wooden or recycled plastic seat would be preferred it was agreed that Cllr Newell should investigate the various options and report back to the next meeting.

#### **161.11 Parish Plan**

The Clerk reported that following receipt of an email from Annette Gray Suffolk Acre asking when the Parish Plan would be completed, Robert Shaw Chairman of the Parish Plan Committee had emailed Annette explaining the reasons for the delay. As a result Annette has agreed that the reworked draft report will be available by the end of December 2011 and the work will be completed in full by Easter 2012.

#### **162.11 Sainsbury's roundabout**

The Clerk reported that the road works on the Sainsbury's roundabout have been completed.

#### **163.11 Railway Noise**

Cllr Day reported that there was no further development on the railway noise. Cllr Day said that he had not written to the local paper. Cllr Warham reported a parishioner who lives close to the railway line who is experiencing problems with the noise has agreed to talk to her neighbours with a view to recording times/dates of train noise.

#### **164.11 Noise from Industrial Area Felixstowe Road adjacent to Railway Bridge**

Cllr Warham reported that she had received information from a parishioner whose home backs on to the Felixstowe Road and Ransome's Europark detailing dates and times when they have been disturbed by the noise. It was agreed that the council would continue to collect evidence which would be sent to Ipswich Environmental Health.

#### **165.11 Felixstowe Road – Service Road**

Cllr Day reported that a survey of all local residents had been carried out in June by Suffolk Coastal District Council. The majority of residents were in favour of having restricted parking from 8 am to 5 pm Monday to Friday. Cllr Day reported that he had telephoned SCDC today and had been advised that there had been a delay in sending out the report and until the report has been issued it is not known what restrictions will be proposed until the report is received. It was agreed that this item should be deferred until the next meeting.

#### **166.11 Website**

The Clerk presented a proposal for the new Parish Council website. Following discussion councillors detailed items which they would like included in the new website and it was agreed that the Clerk should start working on the new site. Cllr Warham said that she would give support as and when required.

#### **167.11 Finance**

##### Income

None

##### Expenditure

Clerk's Salary and Expenses July 2011 / August 2011

SALC – Planning Course Cllr Brenda Newell £25.00

SALC Parish Council Election Costs £150.00

The Clerk reported that she had received the Policy Renewal for the Parish Council's insurance policy. It was agreed that the Clerk should query/delete the following items:

Hirers Liability (fee income capped at £5,000 per annum) £2,000,000 – What does this item cover?

Office Contents (Clerk's office) £2,500 – delete as the Parish Council does not own any office equipment.

##### Certificate in Local Council Administration (CiLCA)

The Clerk asked whether the Parish Council would be prepared to fund training for her to gain the CiLCA at a cost of £350.00 for a two day course and an additional sum of £150.00 for registration.

Cllr Wells proposed, seconded Cllr Day that the above financial expenditure should be approved – unanimously agreed.

#### **168.11 Correspondence**

All correspondence had been dealt with previously as part of the Clerk's Report.

#### **169.11 Meetings attended by councillors/clerk**

None

#### **170.11 Planning**

The Planning Committee considered the following applications:

##### PC No 1005

SCDC Application No: C11/1898 Date of Application: 23<sup>rd</sup> August 2011. Location: Former Civil Service Sports Ground, Straight Road, Foxhall. Proposed Development: Conversion and change of use of redundant sports centre building to veterinary facility including reception area, dog kennelling, management offices, training room and manager's residential accommodation. Erection of two cattery buildings, erection of isolation building, car parking and ancillary works.

The Group Parish Council has no objection in principle to the above application but would make the following recommendation:

Passing Places on Straight Road - Priority should be given to south moving traffic as all the passing places are on the west side of the road.

##### SALC Planning Course – Cllr Newell

Cllr Newell said that SALC needed to ensure that they give more detail about what is included in course. Although the course was worthwhile it was at an advanced level and it was quite difficult to understand as she had not been to lower level courses. Cllr Newell reported the some key points had been highlighted when submitting a response to a planning application.

- a. Local parishes need to work together to express their views jointly.
- b. Parish Councils should respond in a positive way and clarify their objections.

#### **171.11 Members questions to the Chairman**

- a. Cllr Wells stated that he would attend the Planning Framework Meeting on the 28<sup>th</sup> September and report back to the next meeting on the 12<sup>th</sup> October 2011.
- b. Cllr Lawrence reported that weeds are starting to grow again on a number of roads/kerbs in Purdis Farm including the pathway which links the play area to Bucklesham Road. It was agreed that the Clerk should write to the local authority.

#### **172.11 Date of next meeting**

The next meeting will be held at 7.30 pm on Wednesday, 12<sup>th</sup> October 2011.

**The Chairman closed the meeting at 9.20 pm**

Signed ..... Date.....

Angie Buggs  
Clerk to Brightwell, Foxhall & Purdis Farm Group Parish Council