

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

### **Minutes**

Of the Parish Council Meeting held at Trinity Park on Wednesday, 13<sup>th</sup> June 2012

#### **Present**

Cllr E Warham – Chairman  
Cllr A Wells  
Cllr A Day  
Cllr E Lawrence  
Cllr L Smith  
Cllr B Newell  
Cllr J Booth  
Cllr G Watts  
Cllr M Briggs  
Cllr J Batham  
Cllr B Davies  
Cllr V Falconer – Suffolk Coastal District Council  
PC Paul Smith  
Mrs A J Buggs – Clerk  
10 members of the public

#### **90.12 Apologies for absence**

Apologies for absence were received Cllr P O'Brien and PCSO Andi Hillman.

#### **91.12 Declaration of interest**

No declarations of interest were declared.

#### **92.12 Minutes**

The minutes of the Annual Parish Council Meeting of the 9<sup>th</sup> May 2012 were approved as being a true record and signed by the Chairman with the following amendment:

##### **Page 6 – 80.12 Parish Plan**

The second sentence should be amended to read:

Cllr Wells stated that the Brightwell section was nearing completion.

#### **93.12 Matters arising from the minutes**

There were no matters arising from the minutes.

#### **94.12 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.**

#### **95.12 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.

The following are points of interest from The Local Councillor

#### **Page 13**

Audit – Is your parish council a potential for scammers?

#### **Page 18**

A warning to all councils to review their Health & Safety Guidelines and Procedures.

#### **Page 19**

Mapping Your Community

#### **Page 23**

General Power of Competences

#### **Page 24**

Freedom of Information

Cllr Lawrence proposed that if any requests for literature to be placed on the website the Clerk should seek approval from the Parish Council.

#### **Page 27**

Spotlight on Planning Policy

#### **Page 36**

Neighbourhood Planning

#### Code of Conduct

We have received the following email from Suffolk Association of Local Councils which we need to have in place during July 2012.

“As you are aware there are some significant changes to the standards regime that will affect local councils.

It is anticipated that from July 1<sup>st</sup> a new regime will apply. You will be required to adopt a code of conduct which differs from the current model.

We have been liaising with the Suffolk Monitoring Officers with a view to having a common code of conduct for the county. The merits of this are many but among the most compelling are that it will reduce confusion and provide a greater opportunity for a consistent approach and clear advice.

There will also be a new register of interests for councillors which will require the registration of both the interests of the councillor and the partner/spouse they live with. The interest recorded will reflect those of a pecuniary and non-pecuniary nature.

We will be recommending some new standing orders to address the area which the new regime does not cover. This will include the option of requiring councillors to leave the room after declaring a pecuniary interest and allowing councillors to make a representation during the public session on matters where they have a pecuniary interest. Councillors with a pecuniary interest will be prevented from participation in the council's debate and vote as a matter of law.

The new regime has introduced a criminal offence for non-disclosure of a significant pecuniary interest which may attract a fine of up to £10,000. We are expecting secondary legislation that will define 'significant' shortly.

We have attached the Suffolk Model Code developed by district and county councils for your council to consider for adoption. You will also find attached the NALCV advice on this subject and a copy of their Code in case you also wish to consider that option. However, you will wish to bear in mind that the new regime is localised with decisions on breaches being made by Suffolk local authorities.

Adoption may take place prior to the coming into force of the legislation as long as it is clearly minuted that it will not apply until after such time as the provisions come into force (currently anticipated as July 1<sup>st</sup>) and that the councillors are still bound to the existing regime until this time.

We will be in further contact once other documents or information is available. We appreciate that the change introduced under the Localism Act is confusing. We are working hard on your behalf behind the scenes to try to ensure earliest advice to you and a consistent and clear local regime."

## **96.12 Planning**

- a. C12/0898 Valley Works Foxhall – Change of use of Workshop Building use Class B2 to a B8 use class, storage and distribution of fruit and vegetables and associated food items. PC Comments: Cllr Wells reported that he had investigated the history of Valley Works and recommended that the Parish Council writes to SCDC requesting that they defer the decision of this application until all previous planning consents have been thoroughly reviewed. It was agreed that Cllr Wells should formulate a reply to SCDC Planning Department.
- b. C12/0929 160 Bucklesham Road Purdis Farm – Proposed loft conversion and erection of new dormer window. PC Comments: No objection.
- c. To discuss the Trinity Park proposed development. Following the presentation by Isobel Lockwood Bidwells and Chris Bushby Trinity Park the Parish Council discussed the following issues which had been identified and it was agreed that the Clerk should formulate a reply to send to Bidwells.

### **1. Traffic Flow**

High levels of concerns were raised on the proposed introduction of an additional roundabout and whether another roundabout would improve the flow of traffic especially when Trinity Park is staging events. It was felt that the introduction of an additional roundabout would be detrimental to the existing residents and properties around the proposed site. It was noted the Planning Application would propose access to the development from the existing roundabout which would loop back to the roundabout.

## 2. Sewage System

Although Anglian Water has stated that the existing sewage system still has capacity for extra houses the council expressed concern that sewage is still a problem in Bucklesham Road for house numbers 117 and 119. The concern is whether or not the effluent from the proposed connection will flow through the pumping station by Ipswich Golf Course entrance.

## 3. Schools

Concern was expressed over the lack of places in existing schools in the local area and what provision Suffolk County Council would be making to address this shortfall in both primary and secondary schools.

## 4. Bus Services

The Parish Council felt that consideration should be given to improving the existing bus services to the area.

## 5. Community Facilities

It was noted that Chris Bushby Trinity Park had confirmed that in principle the parish could be offered accommodation for additional Parish Council/community events as required and also the possibility of providing sporting facilities.

### **97.12 Future Plans for the Parish**

#### a. Increased traffic as a result of the development of the Cranes Site on Nacton Road by Waitrose and John Lewis

CLlr Smith reported that the Parish Council would receive a reply to the Clerk's email shortly.

#### b. Parcel of land along the Felixstowe Road between Admiral Windows and Ransomes Europark

The Clerk reported that she had received a reply from Ipswich Borough Council in reply to her email concerning the above. Ipswich Borough Council had replied saying that if the Parish Council can identify any specific site causing problems they would endeavour to look into the matter.

It was agreed that the Clerk should reply stating that there are problems with the security lighting being used by Homestore Self Storage and also noise from vehicles reversing in the early hours of the morning.

### **98.12 Code of Conduct**

The Clerk stated that the Parish Council's Standing Orders would need to be changed to reflect the new Code of Conduct as outlined in the Clerk's Report. It was agreed to defer this item until the next meeting to allow time for the Clerk to be provided with additional information from the Suffolk Association of Local Councils.

### **99.12 Brightwell Seat**

The Clerk reported that she had contacted the suppliers of the Brightwell Seat who have confirmed that the seats are made in the United Kingdom. The following costs, in addition to the cost of the seat, have been confirmed with the suppliers.

Plaque including the lettering £62.91 plus VAT

Paving Slab Fixing £10.02 plus VAT

Below Ground Fixing Kit £33.36 plus VAT

Cllr Wells proposed, seconded Cllr Warham that the Parish Council authorise the purchase of the seat, the plaque and the below ground fixing kit – agreed.

### **100.12 Localism Act 2011 / Neighbourhood Plans**

Cllr Warham reported that she had visited Hilary Hanslip Suffolk Coastal District Council with Cllr Wells to gather additional information regarding the Parish Council producing a Neighbourhood Plan. Following discussion it was proposed Cllr Warham, seconded Cllr Smith that due to the cost implications of producing a Neighbourhood Plan that the Parish Council should not pursue this matter any further – agreed.

### **101.12 Purchase of Additional Grit Bins**

The Clerk reported that the cost of siting Grit Bins would be in the region of £150 - £400 per bin depending on the size and that if the bins were purchased from Suffolk County Council the bins would be replenished at the start of the gritting season and afterwards on request by contacting Suffolk County Council. The location of the grit bins must be agreed by Suffolk County Council.

Cllr Newell said that grit bins should be located adjacent to the Waddling Duck and Spring Bank Farm Monument Farm Lane Foxhall. Cllr Lawrence agreed to produce a map of the locations in Purdis Farm.

It was agreed that the Clerk should write to Suffolk County Council requesting information as to suitability of the various locations.

### **102.12 Complaint re lighting John Banks Honda / Felixstowe Road – Service Road**

Cllr Smith reported that the Suffolk County Council Lighting Engineer was investigating. Cllr Smith said that Planning Applications for the lighting had been submitted and rejected.

The Clerk reported that she had received a letter attaching a plan from Aaron Gordon Technician Scheme Delivery at Suffolk County Council Economy, Skills and Environment regarding the Traffic Regulation Order. The proposal is to place Waiting Restrictions in the form of 'No Waiting 8.00 am – 6.00 pm Monday to Friday and No Waiting 8.00 am – 1.00 pm Saturdays' for the two service roads on A1156, Felixstowe Road, Purdis Farm. The Parish Council requested the Clerk to clarify that Suffolk County Council are going to post notices on the site and request that the restrictions do not apply on bank holidays.

### **103.12 Visibility Woodhouse Lane / Bucklesham Road**

Cllr Davies was not present at the meeting but had previously advised Cllr Wells that he would be asking the owner of the property to cut back the hedge. It was agreed to defer this matter until the next meeting for a further update.

### **104.12 Finance**

#### To receive the accounts for the year 2011/2012

The Clerk had previously distributed a copy of the year-end accounts to each councillor and presented the accounts for 2011/2012 to the meeting. It was proposed by Cllr Wells seconded Cllr Briggs that the year-end accounts for 2011/2012 and the Local Councils in England Annual Return for the year ended 31<sup>st</sup> March 2012 be approved – agreed by the council.

The Clerk reported that the Internal Audit had been successfully completed and the following item was noted by the Parish Council.

- The Asset Register should be amended to include; a description of the asset and lists details of the date of purchase, the purchase cost, location, insurance value and date of disposal. The meeting confirmed that the amount placed in Box 9 of Section 1 of the Annual Return complies with the current requirement.

The Clerk reported that the accounts would be submitted to the External Auditor in time for the external audit on the 27<sup>th</sup> July 2012.

#### Income

None

#### Expenditure

Clerk's Salary and Expenses May 2012

CiLCA Training £210.00

Heelis & Lodge Internal Audit £55.00

Cllr Warham proposed, seconded Cllr Wells that the above expenditure should be approved – agreed.

### **105.12 Correspondence**

#### a. Radio Castle Visit

The Clerk reported that the Parish Council had received an invitation to visit Radio Castle based at the Framlingham Technology College. Cllr Watts and Cllr Smith stated that they would like to attend and it was agreed that the Clerk should arrange a visit.

#### b. Planning Policy Issue

The Clerk reported that she had received an email from Suffolk Association of Local Councils concerning the lack of balance and fairness embedded within the planning system as developers can appeal local planning authority decisions but local councils cannot. This leaves the community vulnerable owing to the difficulty for local councils in resourcing planning support for the community when and also owing to this in-built systemic barrier to appeals. There should be a route for legitimate appeals open to local councils.

The SALC are stating that it would make a significant difference to their work to change this system and they would like the parish council to write to Peter Aldous MP at the House of Commons supporting this change.

Following discussion Cllr Watts proposed, seconded Cllr Wells that the Clerk should write to Peter Aldous MP supporting the proposal – 6 in favour, 3 abstained.

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

- a. Cllr Newell reported that she had attended the Suffolk Coastal District Council Planning Sub Committee concerning the Planning Application C12/0523 Change of use of agricultural buildings to Class B(iii) light industrial (resubmission). Cllr Newell said that she was concerned that the facts which were in the Planning Application were not correct in that the vehicle to be used for the transportation to Purdis Poppy Farm was considerably smaller than stated in the application. Cllr Newell felt that in future the Parish Council should ensure that planning applications are factually correct. The Planning Application C12/0523 was passed by the SCDC subcommittee.

#### **107.12 Members questions to the Chairman**

- a. Cllr Smith said that he had asked the Clerk to place news on the Parish Council website concerning the temporary closure of Bucklesham Road and asked for the council's approval for this to go ahead. Councillors agreed to this item being placed on the website.
- b. Cllr Briggs reported that the 30 miles an hour flashing sign in Murrills Road is no longer working. It was agreed that the Clerk to write to the Highways Department.
- c. Cllr Briggs reported that the tax for emptying a skip at a landfill site had increased considerably and councillors should be aware that the increased tax could increase the amount of fly-tipping within the parishes.
- d. Cllr Wells suggested that a 'tidy up order' should be applied for at the Hollies in Straight Road. It was agreed that this item should be placed on the next Parish Council agenda.
- e. Cllr Newell reported that she had been contacted by the East Anglian Daily Times stating that Brightwell had been nominated as the sixth most affluent community in the country by the Church of England.

#### **108.12 Date of next meeting**

The next meeting will be held at 7.30 pm on Wednesday, 11<sup>th</sup> July 2012 at Trinity Park.

**The Chairman closed the meeting at 10.02 pm**

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

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