

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

### **Minutes**

Of the Annual Parish Council Meeting held at Trinity Park on Wednesday, 8<sup>th</sup> May 2013

#### **Present**

Cllr E Warham – Chairman  
Cllr A Wells  
Cllr B Newell  
Cllr G Watts  
Cllr E Lawrence  
Cllr A Day  
Cllr L Smith  
Cllr J Batham  
Cllr V Falconer  
Cllr P O'Brien  
Mrs A J Buggs – Clerk  
2 members of the public

#### **77.13 Election of Chairman and Vice-Chairman**

The retiring Chairman asked for nominations for the office of Chairman of the Group Parish Council. Cllr Lawrence proposed Cllr Warham as Chairman, seconded Cllr Watts – all in favour. As there were no other nominations, Cllr Warham was duly elected. Cllr Warham signed her Acceptance of Office form, countersigned by Mrs A J Buggs Clerk.

Cllr Lawrence proposed that Cllr Watts be elected as Vice-Chairman, seconded Cllr Warham – all in favour.

#### **78.13 Apologies for absence**

Apologies for absence were received from Cllr J Booth, Cllr B Davies, PC Paul Smith and PCSO Andi Hillman.

#### **79.13 Declaration of interest**

No declarations of interest were received.

#### **80.13 Minutes**

The minutes of the Parish Council Meeting of the 10<sup>th</sup> April 2013 were approved as being a true record.

#### **81.13 Matters arising from the minutes**

#### **61.13 Clerk's Report - Precept Referendum Bill**

The Clerk reported that a letter had been sent to SALC registering Parish Council's disagreement to the Bill and that they hold the same views as SALC.

### **82.13 To elect a Chairman and Members of the Planning Committee**

Following discussion it was agreed that the number of Planning Committee members should be increased from 6 to 7.

Cllr Lawrence proposed, seconded Cllr Warham that the Planning Committee should consist of Cllrs Warham, Day, Wells, Newell, Lawrence, Booth and Watts.

Cllr Lawrence proposed, seconded Cllr Warham that Cllr Wells should be appointed as Chairman of the Planning Committee – all in favour.

### **83.13 To appoint Suffolk Association of Local Councils representative**

It was agreed that the appointment of the Suffolk Association of Local Councils representative should be deferred until the next meeting. **Action: Clerk**

### **84.13 To appoint a Police Liaison member**

Cllr Newell proposed, seconded Cllr Watts that Cllr Warham should be appointed as a member of Police Liaison Committee – all in favour.

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

1. Suffolk Police – PC Paul Smith – written report.

#### Annual Police Report 23<sup>rd</sup> April 2012 to 23th April 2013

##### Purdis Farm

Total crimes for the year – 65 (last year same period 103)  
27 – Detected  
38 – Undetected

##### Breakdown of crimes:

Criminal Damage – 7  
Burglary (including other building) – 17  
Other (including vehicle offences, drug offences etc) - 18

##### Sainsburys

Total crimes for the year – 109 (last year same period 132)  
72 – Detected  
37 – Undetected

##### Brightwell

Total crimes for the year – 5 (last year same period 12)  
2 – Detected  
3 – Undetected

Breakdown of crimes:

Thefts – 3

Criminal Damage – 0

Burglary (including other building) – 0

Other (including vehicle offences, drug offences etc) – 2

#### Foxhall

Total crimes for the year – 19 (last year same period 15)

5 – Detected

14 – Undetected

Breakdown of crimes:

Thefts – 4

Criminal Damage – 3

Burglary (including other building) – 7

Other (including vehicle offences, drug offences etc) – 5

The Clerk reported that PCSO Andi Hillman would be starting his Police Constable training on the 3<sup>rd</sup> June and would be leaving the area after 6 ½ years. The Parish Council agreed that the Clerk should send a ‘thank you’ card to Andi for all his help and support to the parish.

Cllr P O’Brien – Suffolk Coastal District Council / Suffolk County Council – written report.

#### **Suffolk County Council Annual Report**

We are all aware that the economic situation is serious and so local government, along with everyone else, has to take tough, but necessary decisions, in order to deliver services. We have made efficiency savings in reorganisation, the way in which we deliver services and, most importantly, by working with other authorities. Government grants have reduced, and will continue to do so, thus changes to the way services are delivered is inevitable. More services will be provided by outside bodies but with the council remaining in the background to ensure ease of transfer and stability. However, despite the above Suffolk County Council is wedded to growth and opportunity, within the county, as you will see later in my report.

There will be no increase in council tax this year. This is the third consecutive year that the county council has frozen its share of council tax.

Alongside the freeze in council tax, the council voted through a budget for the next 12 months that will achieve savings of £25million – the second part of a plan to save £50million over two years. The savings will be achieved by reducing management and back-office costs, cutting bureaucracy and working in new, innovative and more efficient ways.

During the year’s budget debate Mark Bee, Leader of SCC, announced that the number one Conservative pledge at the forthcoming county elections would be a four-year freeze in council tax.

Responsibility for the day-to-day running of the county’s library services was transferred to Industrial and Provident Society (IPS) at the beginning of August last year. All Suffolk’s 44 libraries, mobile, school and prison library services now come under the direct control of the IPS – a first in the country – which works in partnership with local library groups to support and expand the service.

Schools in the Haverhill and Lowestoft area, that were in the first phase of the move from 3 to 2 tier under the Schools Organisation Review, have shown early signs of improvement (in writing 12%, maths 6%) as shown in the SATS results. In its drive to lift educational standards SCC has launched 'Raising the Bar' an ambitious project involving secondary school head teachers, colleges and business leaders, who aim to raise the attainment and employability of young people in Suffolk. At present, there are 1,600 young people aged between 16 and 18 who are not involved in any form of education, training or work, while over 4,000 18-24 year olds are unemployed. Meanwhile new and emerging industries are creating a demand for new technical skills, on top of a strong foundation of academic achievement. Therefore, it is timely that 'Raising the Bar' will aim to develop a collective understanding of the key priorities for Suffolk's youth.

Proposals developed with Care UK will see SCC's existing 16 council run residential homes replaced by ten new homes benefitting from the latest in design and technology and with the opportunity to increase the number of specialist dementia beds. (The 16 existing council run homes were built up to 50 years ago, and the cost to the county council of bringing these up to modern standards would simply be prohibitive.)

The county council has been working with borough, district councils and local businesses to produce the Suffolk Growth Strategy a strategy designed to create an environment in which the private sector can develop economic growth and jobs within a detailed delivery timetable. At the same time, a new, official, 'Invest in Suffolk' website was launched – an easily-accessible site for businesses looking to invest in the county – [www.investinsuffolk.com](http://www.investinsuffolk.com). A new 'Inward Investment Service' – made up of a team of professionals to provide a single point of contact for investors has been announced.

At a special meeting of the cabinet in September, it was stated that the county council would be working in partnership with BT to deliver the **Better Broadband for Suffolk** programme. By 2016, 9 out of 10 properties will be connected to fibre-based broadband, with speeds of at least 10Mbps.

In May last year, the official construction of an energy-from-waste facility for Suffolk began. The site will open in December 2014, diverting 252,000 tonnes of waste a year from environmentally-damaging landfill sites. The waste will be used to create enough electricity for 30,000 homes.

In September I was elected Chairman of the Police and Crime Scrutiny Panel. It comprises of 7 district councillors, 4 county councillors and 2 independent members. Our remit is to challenge and support the Police and Crime Commissioner, Tim Passmore process, governance and rules and regulations inevitably required our early scrutiny. However, we have commented on the draft Police and Crime Plan which sets out the objectives and priorities for the Commissioner, the precept and agreed the appointment of the new Chief Constable, Douglas Paxton.

I have spent my locality budget on such projects as grit bins, Christmas lights, jubilee mugs, tree felling, tree planting, tree survey, solar panels, soak ways, loo refurbishment, village hall heating system.

I am standing for re-election in the forthcoming county elections on the 2<sup>nd</sup> May.

### **Suffolk Coastal District Council Annual Report 2013**

As stated in my SCC report, all local authorities have to find savings because of the decrease in government grant and the financial situation. SCDC is no exception. SCDC must save £1m this year

and this will be achieved by change and innovation. Working ever closer with Waveney Council has produced savings, for the 2 councils, of £7m. There will be no increase in council tax.

A review of the boundaries for district council wards is underway. At present there are wide variations in the number of voters that councillors represent, the work councillors do and meetings they attend. These have reduced eg I am a member of one committee, The Audit Committee. At Full Council it was agreed that the number of councillors be reduced from 53 to 43. The Boundary Commission will be conducting the review.

For the past 6 years, it seems longer, I and many others objected to the LDF, the Core Strategy for Suffolk Coastal in relation to the building of 2,000 houses at Adastral Park. I have presented my arguments in letter form and spoken at public meetings and hearings. We now appear to be entering the final phase of the Core Strategy, in January public hearings, by a government planning inspector, were held. The result of the hearings, a document, Main Modifications to be Pre-Submission of SC Core Strategy, is out for consultation until 5<sup>th</sup> April. I have responded to this document and the parish council has a copy. However, SCDC has stated that there will be a review in 2015 to consider Issues and Options as there is expectation that SCDC may have to consider another 3,000 houses in 2027.

All households have received a copy of SCDC's Coastline publication that gives up to date information on the council's business.

## 2. Cllr V Falconer – Suffolk Coastal District Council – written report.

Cllr Falconer's Annual Report was presented to the Annual Parish Meeting as follows:

The years do fly by and here we are again ending yet another year. Over the year tried to keep you up to date with various things that have been going on.

As mentioned in previous years, the latest edition of Coastline which came out last month, details most of Suffolk Coastal's highlights. A copy of this should have gone to every home in the District. Pages 6 and 7 highlights some of the Council's achievements.

### **The Nacton Ward**

Here in Suffolk Coastal we still enjoy a relatively safe, peaceful and relaxed lifestyle and despite all the doom that is going on. I hope and believe that will continue for a long time to come. The Ward has kept me extremely busy with Planning Applications for everything from extensions, numerous new builds, wind turbines, solar panel farms to discussions with future applicants for large developments at Trinity Park 300 dwellings, Purdis Farm 25 dwellings and the former Amberfield site 25 dwellings.

In addition, one has been keeping an ear and eye open for future development on the outskirts of the Ward that will possibly impact on this area – at present most of these are on the outskirts of Felixstowe – Innocence Farm -200 acres with possible huge container depot with railway terminal, Tesco's development at Walton, another large convenience food store proposed along with improvements to Felixstowe Station and development of the Mushroom Farm at Trimley St Martin for 66 dwellings. A huge amount of our Greenfield land is fast vanishing.

## **Review of the Planning Services**

In 2010, 13 recommendations on how the Planning Service could be improved took place and in November 2012 it was resolved that the Head of Planning Mr Ridley be asked to provide further progress on these 13 recommendations taking into account Development Management, Building Control and the Planning Support Teams of both SC and Waveney. This he duly did but the wonderful new IT facility – Idox Uniform System – which is being operated by Waveney DC who is a market leader in its field, is still not up and running due to various delays. The system will enable everyone to view all the Planning Applications, letters, maps etc. Hopefully this will start in June/July this year.

## **General – Suffolk Coastal**

**The Government has reduced the Council's spending power by £1,025,000 or 7% however**

1. For the 3<sup>rd</sup> year Suffolk Coastal is freezing its Council Tax.
2. Suffolk Coastal's local economy is the biggest in Suffolk and its growth means the Council will get more Government money to support local projects.
3. Vital coastal defence works costing over £10 million in Felixstowe has been completed as well as defence work at Thorpeness.
4. The pioneering partnership (which I have mentioned many many times) means that Waveney DC and Suffolk Coastal's new business plan services will be more efficient and value for money. This partnership working has driven down the costs of the two Councils by over £7 million.
5. SC are working hard with EDF and SCC to ensure that if Sizewell C is built, jobs are maximised and there will be benefits to the communities.
6. The Felixstowe South Seafront development costing £20 million started last summer and will see not only new homes but leisure and more car parking facilities.
7. In this District we have one of Country's highest recycling rates. 58.2% of household waste is recycled or composted. Since July 2012, 2 tonnes of textiles have been collected through the kerbside service.
8. It is estimated that income from the New Homes Bonus could produce £750,000 in the next financial year. This is based on the number of new homes built and existing ones brought back into use.
9. Income from the business rates retention scheme will be in the region of £2 million. Money from these last two however, cannot be relied on in future years but it will allow SC to finance some new initiatives in the run-up to 2015. Suffolk Coastal have just agreed to put an additional £100k towards encouraging business and economic growth – thus increasing their business rate retention income.
10. Suffolk Coastal is planning to place £100k towards Neighbourhood Planning.
11. Cleanliness of and repair of Public Conveniences has fulfilled 95% of its target.
12. Over the last few years many staff have left or been made redundant and the head count is now 319 of which 295 are full time workers. One can understand the reasons behind the possible office move in the next three years to a more eco-friendly and fit for purpose building.
13. Income from increased Beach Hut/Chalet should amount to £50k.
14. The vast majority of our 1100 food businesses are currently in the top two ratings of the Food Hygiene scheme.

## **Reduction in District Councillor Members**

As mentioned at the next election we will be voting for less councillors – at present there are 55 in Suffolk Coastal – Suffolk Coastal have made a recommendation to the Boundary Commission for 43 members and the Boundary Commission. The Commission have just announced that they will now consult locally from 23<sup>rd</sup> April to 13<sup>th</sup> June on this proposal and their final decision for this District is in July 2014.

## **Apprentices**

Suffolk Coastal/Waveney last year started an apprentice scheme – at present there are 12 working for both councils in a range of teams from HR to IT. The successful applicants will be supported to gain a Level 2 in Business Administration or Customer Service apprenticeship. Permanent jobs are not guaranteed but their training and experience does improve their prospects and they are allowed to apply for internal vacancies. The Council employees benefit from their skills and enthusiasm.

## **Tourist Information Centre – Woodbridge**

This service started operating from Woodbridge Library at the end of March.

## **LDF**

This subject has once again dominated a huge amount of District Council work during the year. Consultation on Issue 3 and 5 and the Sustainability Appraisal has now finished and we now await the Inspectors decision.

Thank you all and I remain as every your Councillor and will do the best for you and this Ward.

## **The meeting was re-convened.**

### **85.13 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.

### Meeting between NALC, All Party Parliamentary Group and Minister for Local Government, Brandon Lewis MP

The report of the above meeting has been circulated to all councillors for information.

### Electoral Review of Suffolk Coastal

The Local Boundary Commission for England (LGBCE) came and presented to Suffolk Coastal's Town and Parish Councils on the 6<sup>th</sup> February in the Council Chamber at Melton Hill. As you are aware the purpose of the LGBCE review is to address the current issue of electoral inequality in that exists in particular parts of the District. That presentation represented the launch of this formal review that will be considering the size of the District Council (how many District Councillors there should be) and then moving on to consider any adjustments to the names and boundaries of the district wards.

The first formal public consultation as part of this review began this week (23<sup>rd</sup> April 2013) and will run until 3<sup>rd</sup> June 2013. This first consultation only relates to the size of the Council. The LGBCE want to know people's views regarding a Council Size of 43 councillors.

As you will probably be aware the Council debated this issue during February and made a submission to LGBCE supporting a Council size of 43 councillors.

You can find further details of this consultation (and the whole review) by following the link on the front page of the Council's website [www.suffolkcoastal.gov.uk](http://www.suffolkcoastal.gov.uk). You can also find details of the review (including a copy of the Council's submission) and have your say through the LGBCE's website <http://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-coastal-fer/>.

The closing date for submissions on council size is 3<sup>rd</sup> June 2013. Can all councillors access the link on line and submit any views to the Clerk by the 31<sup>st</sup> May 2013 for submission by the 3<sup>rd</sup> June 2013?

#### Notification of Temporary Traffic Order

The Parish Council has been notified of a notification of temporary traffic order from Suffolk County Council for the road closure of A12 (Brightwell) / A12 (Bucklesham) from roundabout with Foxhall Road to A14 interchange for highway maintenance. The date of closure will be from 20<sup>th</sup> May 2013 to 25<sup>th</sup> May 2013 (20:00 to 05:00 hours).

#### Invitation to Attend a Community Emergency Planning Workshop

Thursday, 9<sup>th</sup> May 09.30 – 15.30 at Sutton Memorial Hall  
Tuesday, 14<sup>th</sup> May 09.30 – 15.30 at Waldringfield Village Hall

### **86.13 Planning**

#### Applications Received

C13/0671 Warren Heath Retail Park, Felixstowe Road, Purdis Farm – Provision of 24 additional staff car parking spaces resulting in a net gain of 19 parking spaces.

The Parish Council replied as follows:

The Parish Council has no objection to the above planning application however they would like to make the following comments.

The provision of 24 staff parking spaces, of which 19 are additional, is certainly an improvement. However, one councillor observed that during 5 mins at the site they witnessed 6 cars, 3 in either direction, using the narrow back entrance as a route into the main car park at a very off peak time. It is suggested that an emergency access barrier at the North West end to increase safety both into the car park and at the Murrills Road junction.

Cllr Wells reported that three further applications were in the process of circulation to members of the Planning Committee.

C13/0691 White House, Felixstowe Road, Foxhall – Erection of pitched roof car port/garage in front of existing garage.

C13/0747 Sheep Drift Cottage, Waldringfield Road, Brightwell – Conversion and extension of former piggery building to café associated with adjacent B1 commercial/business use.

C13/0809 Brecklands, Felixstowe Road, Foxhall – Erection of two storey extensions and alterations (revised scheme C12/1383)

It was agreed that the Clerk should ring Naomi Goold Planning Officer Suffolk Coastal District Council to discuss the problems associated with the timescales for comments to be submitted from the Parish Council. **Action: Clerk**

**87.13 To discuss the latest action taken concerning Club House, Former Civil Service Sports Ground, Straight Road, Foxhall**

The Clerk reported that she had received an email from Dan Kinsman Environmental Health Officer Suffolk Coastal District Council stating that although some of the work had been carried out on the site, the contractor will be on site to complete the securing of the buildings next week. Dan will be checking during the week to ensure that this job has been completed. PC Paul Smith is still monitoring the situation closely. Concern was expressed by the Parish Council that children had been seen playing on the roof of the building. It was agreed that the Clerk should contact PC Paul Smith and Dan Kinsman Environmental Health to ensure that action would be taken to prevent this occurring. **Action: Clerk**

**88.13 Jubilee Tree**

Cllr Smith reported that he had written to Suffolk Coastal Services concerning the tree following receipt of their quotation but had not received a reply. It was agreed that Cllr Smith should endeavour to contact them again and report back to the next meeting. **Action: Cllr Smith**

**89.13 To discuss whether the Parish Council should consider writing to Suffolk Coastal District Council Planning Department asking their views on the appropriate number of parking spaces per house on new builds**

Cllr Warham asked whether the Parish Council would consider writing to Suffolk Coastal District Council Planning Department asking their views on the appropriate number of parking spaces per house on new builds. Cllr Smith reported that it was not the responsibility of the Planning Department but Suffolk County Council Highways Department. It was agreed that the Clerk should write to David Chenery Suffolk County Council. **Action: Clerk**

**90.13 Dog Bins**

Following discussion Cllr Smith proposed, seconded Cllr Newell that a dog bin be placed in the layby on Bucklesham Road adjacent to Purdis Heath – all in favour. Cllr Smith agreed to send the Clerk the exact location of the layby to enable her to apply for a licence to site the bin from Suffolk County Council Highways. **Action: Clerk / Cllr Smith**

**91.13 Future Plans for the Parish**

Defer until next meeting.

### **92.13 A1156 Parking Restrictions**

Cllr Day reported that he had spoken to Jane Stephenson Suffolk County Council Legal Team who stated that the Public Rights of Way Committee only make a recommendation after the formal consultation with residents, it then goes to the Portfolio Holder for a decision. The decision then has to be advertised to ensure that there are no objections in respect of the procedure that was followed. Additionally he also reported speaking with Aaron Gordon Economy Skills & Environment Suffolk County Council who had advised that the parking restrictions will not be implemented until June. This is because the scheme is being financed through the Quality of Life budget and to ensure that it does not have any effect on the way people vote on councillors it has to wait until after the Suffolk County Council elections.

### **93.13 To discuss letter from parishioner concerning various issues in Murrills Road**

Cllr Warham reported that a meeting had been held as follows:

Present:

Malcolm King Highways  
PC Paul Smith/PCSO Andi Hillman  
Cllr Liz Warham  
Mr Kevin Burley Resident

1. During the last 5 years there have only been two accidents; neither of which were serious or involved pedestrians.
2. Malcolm King said that on current information and his observations of the road, extreme measures were not warranted.
3. Mr Burley was advised by the Police to tell the people who complained about speeding to him that they should register their complaints personally with the Highways Authority. This would have more impact than a lone voice.
4. Many of those who were stopped for speeding lived on the estate. The Police suggested that we try a leaflet drop to educate all the residents. I requested that it was done under their aegis, as it would carry more weight. Suitable literature will be sent to the Clerk.
5. Malcolm King suggested that we might consider 30 mph roundels on the road. He said that he thought that they are now more readily accepted than they were when we had requested them previously. I requested some for Bucklesham Road as well. The Police supported this request.
6. Mr Burley suggested that there should speed-check warning signs on permanent display.
7. The type and position of signs will take into consideration the fact that the road does not want to become over burdened with them.
8. The Police have an on-going speed monitoring programme for the road and the next check will be at the Sainsbury's end. The date will depend on the availability of manpower and camera.
9. Malcolm King will prepare some suggestions and send them to the Police and Clerk for consideration. These will include:
  - o Signing on Murrills Road and Bucklesham Road.
  - o Lane arrows on the North side of the roundabout by Sainsburys.
  - o Possibly looking at the egress from Murrills Road where it joins the traffic leaving Sainsbury's car park.
  - o Anything else that he thinks might be helpful.

During the site visit, two cyclists were seen riding along the pavement and were spoken to by PC Paul Smith.

The Clerk also reported that a further letter had been received from Mr Burley which included the following:

“Whilst I fully accept that speeding vehicles is, in the first instance, a police matter, in that only the police can enforce the speed limit. However, there are a number of approaches that the Parish council can consider. These include, but are not limited to:

1. Monitoring regular productive police enforcement.
2. Reduced speed limit to 20 mph (much the same as it achieved on the roads off Murrills Road).
3. Traffic calming measures such as reducing places to single track with alternative priority or putting in a restriction to prevent through traffic except buses (this would also stop the rat run traffic from Sainsbury’s as shown by the higher numbers travelling east).

It should be remembered that Ravenswood, our nearest estate, has a 20mph restriction throughout the estate. It has one road on/off for traffic except buses that also have an exit in Maryon Road.

#### Other Traffic Issue in Murrills Road

The examples that I gave were to show that there are motorists who carry out their manoeuvres probably because they feel that there is little chance that they will be caught. Driving like that often when they try to use Murrills Road as another way around heavy traffic) together with the speeding is likely, one day, to have disastrous results.

#### Green Dog Bin

...It must cost more to install another bin than to simply move the underused bin that is really only convenient to those using the Whitethorn Road exit. Locating it towards the centre near the Mill Road exit would make it visible to all. Mill Road provides just as easy access for the vehicle emptying of the bin.”

Cllrs Watts and Lawrence reported that the dog bin, in their opinion, was being used on a regular basis.

It was agreed to put this item on the next agenda. **Action: Clerk**

#### **94.13 John banks Honda – Light Pollution**

Cllr Day reported that he had spoken with the resident again as without their support the Parish Council would be unable to pursue this. The resident has now formally complained about the light pollution and we are awaiting feedback. It was agreed that this item should be placed on the next Parish Council agenda. **Action: Clerk**

#### **95.13 Parking Problems – Purdis Farm**

Cllr Watts reported that the parking problems on Purdis Farm had not reoccurred but he would be monitoring the situation. **Action: Clerk**

#### **96.13 Parish Plan**

Cllr Day reported that the copy writing for the Parish Plan was progressing well. It was agreed that the Clerk should send photographs to Cllr Day for inclusion. **Action: Clerk / Cllr Day**

### 97.13 Finance

#### Income

HMRC VAT Claim £1,257.29

#### Expenditure

Clerk's Salary & Expenses April 2013 £296.43

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

**Action: Clerk**

### 98.13 To receive the accounts for the year 2012/2013

The Clerk had previously distributed a copy of the year-end accounts to each councillor and presented the accounts for 2012/2013 to the meeting. It was proposed by Cllr Wells seconded Cllr Newell that the year-end accounts 2012/2013 and the Local Councils in England Annual Return for the year ended 31<sup>st</sup> March 2013 be approved and signed by the Chairman – agreed by the council.

### 99.13 Correspondence

- a. The Clerk reported that an email has been received from Cllr Davies stating that he had been monitoring the overflow parking at Bucklesham Grange Nursing Home but had only been aware of one occasion when a car was parked on the road. Cllr Davies also advised that there is a suggestion locally that the footpath across the fields near to his property has, on occasions, been used as a vehicular shortcut to Hollies Farm. It was agreed that the Clerk should contact Cllr Davies for additional information. **Action: Clerk**
  
- b. The Clerk reported that a letter had been received from Simon Barnett Passenger Transport Suffolk County Council regarding potential bus shelters in Purdis Farm. The letter states that funds have been allocated for bus shelters and raised kerbs through the Section 106 agreement for the Purdis Rise development. Simon Barnett is suggesting that bus shelters be placed between the current Golf Club sign and Parish Council notice boards for the eastbound bus stop and opposite here to replace the timetable case on the telegraph pole for westbound. The eastbound one would also have a new footpath up to the junction of the club entrance; the westbound would sit between the current path and the road. He is asking for the Parish Council's views on this location and whether we have any preference or shelter colour. Following discussion it was agreed that the Clerk should write to Simon Barnett stating that they would welcome the installation of the new bus shelters but would prefer them to be coloured green and to also ask whether litter bins could be installed on either side of the road adjacent to the bus shelters – all in favour. Following discussions it was also agreed that Cllr Lawrence should be the transport liaison link with Suffolk County Council Transport. Clerk to notify SCC of Cllr Lawrence's details. **Action: Clerk**

### 100.13 Meetings attended by councillors/clerk

None

### 101.13 Members questions to the Chairman

- a. Cllr Wells proposed that the Parish Council send a letter of thanks to Bob Gray Trinity Park who had recently retired – all in favour.

**102.13 Date of next meeting**

The next meeting will be held at 7.00 pm and 7.30 pm on 19<sup>th</sup> June 2013.

**The Chairman closed the meeting at 9.40 pm.**

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

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