

BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL

Minutes

Of the Parish Council Meeting held at Trinity Park at 7.30 pm on Wednesday, 8th January 2014

Present

Cllr E Warham – Chairman
Cllr A Wells
Cllr B Newell
Cllr G Watts
Cllr E Lawrence
Cllr A Day
Cllr V Falconer – Suffolk Coastal District Council
Mrs A J Buggs – Clerk

01.14 Apologies for absence

Apologies for absence were received from Cllr J Booth, Cllr B Davies, Cllr Patricia O’Brien – Suffolk County Council / SCDC Councillor, PC Paul Smith and PCSO Glynn Bown.

02.14 Declaration of interest

None

03.14 Minutes

The minutes of the Parish Council Meeting of the 11th December 2013 were approved as being a true record.

04.13 Matters arising from the minutes

a. Parking Problems Purdis Farm

An email had been received from PC Paul Smith as follows:

“I and Glynn will look at both issues but the painting of lines on the carriageway is something that Malcolm King Suffolk County Council Highways would be able to advise the Parish Council about. He would advise/suggest that the gathering of evidence to support any application for yellow lines/white ‘H’ line markings would be beneficial eg 1. Photographs of vehicle either obstructing dropped kerbs / reducing the width of the carriageway therefore causing obstruction to vehicles turning into Foxglove Crescent from Murrills Road as there is a high brick wall on the junction which prevents a clear view into the junction, 2. Canvass local opinion in the area, perhaps a petition or mail drop to gauge local interest. Malcolm King would need to justify the expense of placing yellow lines and more so the court application for the traffic order which is in excess of £2000 if the issue was only raised by the local councillor and no other members of the local community then he could not justify the expense, 3. I know that the highways will look at the danger aspect of the junction very often gauged by the number of road traffic collision damage or injury recorded at that location which off the top of my head is zero. These are just thoughts to feed back to the PC for consideration.

There is not any parking restriction on the carriageway at that location so in terms of enforcement we (police) are struggling, any/each unnecessary obstruction offence has to be taken on its own individual merits and is something dealt with at the time and not retrospectively, a person(s) needs to be inconvenienced/obstructed by a set of circumstances and be prepared to provide a statement and attend court if necessary and of course this is only a quick fix and not long term problem solving.

If we are happy that they are Sainbury's staff vehicle, perhaps a letter from the PC to the manager at Warren Heath may have the desired effect asking him to request staff park sensitively/respectfully considering the local community of which they are very much part of."

The meeting was adjourned to receive reports from:

Cllr O'Brien – Suffolk County Council / SCDC Council – no report received.

The Clerk reported that Cllr O'Brien had received a Community Enabling Fund Budget and had allocated £900 to the parish. **Action: Clerk**

Cllr V Falconer – Suffolk Coastal District Council – written report

IT Planning Database

I am getting to grips with the new database – should anyone need any help please contact me and I will be happy to help you. The one thing that is helpful is that one can view all the documents – Design and Access, letters from Parish Clerks etc without having to go into the offices in Melton or ask the Parish Clerk to let you have the planning application file – this is a big saving time wise.

Coastline

The November edition of this has been sent out to all householders. It confirms some of the things I have highlighted in the past and there is more in depth information on where the money goes, car parking applying for grants etc.

Briefings

There have been a couple of members' briefings:

IER –Electoral Registration Transformation

Under the Electoral Registration and Administration Act 2013, next year in June everyone eligible to vote will have to sign a form. They are dispensing with the previous form where only the head of the household filled the form. The form will ask for your name, address, NI Insurance No and Date of Birth. No signature is required. This form can be done on line – you will be informed by a letter.

Census 2011

Alison Matthews of SC gave a run down on the results of the above census. 25 million questionnaires were set out in all. In Suffolk Coastal 97% responded, 143 completed on line – Kesgrave came top in this area. Leiston, Orford and Tunstall were the worst at completing the form. It transpired that there are 124,298 residents with 7,819 with a second home else. 44% go out of the district to work and there are 63.1% Christians and 1% Pagan.

In the Nacton Ward (ten villages) the population is 4,602 of which 22% are over 64 years. There are 25.7% under 25. 46.4% over 16 have 5 GCSE's or higher. 67% of 16 – 74 are in employment. There are 1,938 households of which 3.7% are social rented.

C13/2252 Solar Panel – Foxburrow Farm

Planning permission was given for this 60 acres Solar Farm to take place. It was determined at the end of October.

Miscellaneous Information

Suffolk Coastal District Council has been rated in the top 15 districts for recycling.

The Old Court House on Woodbridge Market Hill was sold at auction by Suffolk Coastal District Council for £500,000.

Car parks in Suffolk Coastal and Waveney received national recognition for their safety standards as part of a police led scheme.

Over 100 properties have been returned to use in the District.

64 new affordable homes delivered in the district during 2013/2014.

SCC Fire and Rescue Service

Cllr Colin Spence and Mark Hardingham Chief Fire Officer have recently sent out a letter to all parishes asking for your say on their integrated Risk Management Plan for 2014-2017. The consultation runs until 17th February 2014.

Community Speed Watch

Community Speed Watch Group are wishing each parish in the Nacton ward to get a representative from their council to consider this scheme at a joint meeting in January to help keep an eye on spending in your area.

Tidal Surge

The last few weeks we have been buffeted by high winds that have affected our countryside and Waldringfield village which has 16 houses below river level was very badly affected by the High Surge Tide in early December. I have been round several of the houses and saw for myself the terrible damage these homes suffered that night. The water rose to about 4 ft and at present several of the homes have workman taking off the plaster, removing floor coverings and humidifiers and fan heaters are going like the clappers. It will be several months before things are normal again and a much needed mitigation is needed to the river wall and perhaps a flood barrier near the Maybush Pub to prevent water going up the slipway and running along the Quay.

Suffolk Police – SNT Co-ordinator PC Paul Smith – written report

Crime Report for December 2013

Sainsburys

7 offences of theft from shop/make off without payment.

Brightwell

No offences recorded.

Purdis

No offences recorded.

Foxhall

FE/13/2144 – criminal damage over a period of three days from the 13th to 16th December a timber storage shed has been damaged. One of the lights has been struck causing it not to work along with graffiti on the side of the building. The building was situated in Brookhill Woods near to the junction of Monument Farm Lane and Foxhall Road.

FE/13/2168 – Attempt theft other on the 28th December early in the morning two males were seen to be attempting to load used cooking oil into a van. This was at a local public house and the two males were challenged by the owner/manager and they did leave without taking the oil. The vehicle was checked through the police national computer and was linked with similar offences.

The meeting was re-convened.

05.14 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.

Buckingham Palace Garden Party Tuesday, 3rd June 2014

SALC have been requested by the Lord Chamberlain's office to inform member councils that Her Majesty will be hosting a garden party at Buckingham Palace on Tuesday, 3rd June 2014. SALC has been allocated two invitations for one Mayor or Chairman of Suffolk's Town and Parish Councils and one accompanying guest only. Each Parish Council can put their Chairman forward to receive one of the two invitations. Cllr Warham stated that she did not want to be considered for the event.

Email from Suffolk County Council regarding "Help to keep warm this winter"

Winter weather can create serious financial and physical challenges, especially for the elderly, disabled people and families with young children struggling to keep warm in their homes. Last year, there were more than 350 excess winter deaths in Suffolk, believed to be connected with the cold weather.

Free help and advice is at hand –

Suffolk's *Warm Homes Healthy People* scheme offers support to those most in need. The scheme can help home owners or tenants who privately rent and are on a low income or in receipt of a means tested benefit. The scheme also takes into account age, disability and cold related health conditions.

If you're struggling to keep warm or are worried about the cost of heating your home, you could get help with:

- Emergency boiler and heating repair costs.
- Winter fuel payments.
- Free home energy survey with advice on insulation, fuel switching and cheaper oil prices.
- Basic draft proofing.
- Temporary loan of heaters.

People with vulnerable relatives or neighbours are also urged to help them find out more about the support available.

Eligibility criteria apply. For more information, call *Warm Homes Healthy People* helpline on **08456 037 686** (Local rate, lines open Monday-Friday, 9-5 pm).

Warm Home Discount Scheme

Did you know that electricity suppliers can award eligible customers with a £135 Warm Home Discount? Receiving this discount won't affect your cold weather or winter fuel payment. To find out more, contact your energy supplier direct. Please keep warm this winter.

Please advise local residents who may meet the above criteria.

Change Planning Officer

Naomi Gould Planning Officer for Suffolk Coastal District Council who is responsible for dealing with planning applications within our parish has advised us that she will be going on maternity leave on 20th December 2013. Nigel Hebden will be covering Naomi whilst she is on maternity leave. Nigel's email address is nigel.hebden@suffolkcoastal.gov.uk.

Textile Recycling Sacks

The Waste Management Officer at Suffolk Coastal District Council is enquiring whether the parish would be able to assist him in expanding the number of outlets throughout the district where local residents can conveniently obtain replacement or additional Textile Recycling Sacks for use with the kerbside recycling service.

The bags are freely available to the public; however, rather than handing out entire rolls, they suggest that these are handed out either singly or in small numbers, thus keeping the storage burden to a minimum. Replacement stock would be supplied by SCDC on request.

SCDC are asking whether our parish has a local point that would be able to hold a supply of these bags and that members of the public are able to visit for the purpose of obtaining these bags.

06.14 Planning

Applications for Consideration

DC/13/3663/FUL Part Side Garden Malverton Elmham Drive Foxhall – Proposed construction of a four bedroom detached house with garage – No objection.

DC/13/3774/FUL Heather Lea Elmham Drive Foxhall – Rear extension and loft conversion – No objection.

DC/13/3701/FUL The Old Police House Felixstowe Road Foxhall – Erection of an attached garage - No objection.

07.15 Parish Plan Distribution

As a result of discussions at the previous meeting, the Clerk reported that she had investigated the cost of distributing the Parish Plan by a delivery company. The Clerk stated that she had researched various options and Royal Mail charge approximately £50 per 1,000 and Reliable Leaflet charge approximately £35 per 1,000. Cllr Day proposed, seconded Cllr Watts that Royal Mail be asked to carry out the distribution – all in favour. **Action: Clerk**

08.15 Standing Orders

The Clerk reported that the updated Standing Orders which had been received from Suffolk Association of Local Councils had been circulated to councillors. Following discussion it was agreed that the Clerk should incorporate the changes into the current Parish Council Standing Orders and circulate before the next meeting for further discussion. **Action: Clerk**

09.14 Trees – Purdis Farm

The Clerk reported that following the complaints raised at the last meeting by residents living in the Berry Close / White Thorn Road area of Purdis Farm an email had been sent to Suffolk Coastal Services however to date no reply has been received. Cllr Falconer stated that she had previously raised this issue with SCS and would contact them again and report back to the Parish Council. It was agreed that the Clerk should send a copy of her email to Cllr Falconer. **Action: Clerk / Cllr Falconer**

10.14 Councillor Recruitment / Resignation

The Clerk reported that unfortunately due to illness Cllr Booth is unable to attend Parish Council meetings on a regular basis and as a result a letter had been received from Cllr Booth tendering his resignation.

Councillors discussed the problems with the recruitment of new councillors and it was agreed that Cllr Wells supported by Cllrs Watts and Lawrence should put together a flyer to send out to all households in the parishes and that the flyer should be distributed with the Parish Plan.

Discussions took place over whether the Parish Council should approach Suffolk Coastal District Council with a view to reducing the number of councillors. It was agreed to review the situation once the vacancy flyers had been distributed. **Action: Clerk / Cllrs Wells, Watts and Lawrence**

11.14 Locality Budget 2013/2014

As reported at the previous meeting the Locality Budget for the two seats for Purdis Farm had been agreed but that a decision needed to be made as to the type and design of seat to be purchased. Following discussion it was agreed that the Clerk should email to Cllr Watts the link to the company's

site previously used for the Brightwell seat which was made of recycled materials. **Action: Clerk / Cllr Watts**

12.14 Grit Bin – Corner of Foxglove Crescent / Hazel Drive

The Clerk reported that she had received a request to site a grit bin on the corner of Foxglove Crescent / Hazel Drive Purdis Farm. Following discussion it was agreed that a grit bin should be purchased. **Action: Clerk**

13.14 Finance

Income

None

Expenditure

A J Buggs (Salary and Expenses December 2013)	£245.40
HMRC Tax Oct-Dec 2013	£171.00
Heelis & Lodge	£55.00

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

Action: Clerk

14.14 Correspondence

None

15.14 Meetings attended by councillors / clerk

None

16.14 Members questions to the Chairman

None

17.14 Date of next meeting

The next meeting will be held at 7.30 pm on Wednesday, 12th February 2014.

The Chairman closed the meeting at 21.45 pm.

Signed Date.....

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