

BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL

Minutes

Of the Parish Council Meeting held at Trinity Park at 7.30 pm on Wednesday, 12th November 2014

Present

Cllr E Warham – Chairman

Cllr G Watts

Cllr B Newell

Cllr A Wells

Cllr A Day

Cllr P O'Brien – Suffolk County Council / Suffolk Coastal District Council

Mrs A J Buggs – Clerk

Pc Paul Smith

PCSO Stephen Baddeley

4 members of the public

140.14 Apologies for absence

Apologies for absence were received from Cllr B Davies, Cllr V Falconer, Cllr J Batham, Cllr E Lawrence and PCSO Glynn Bown.

141.14 Declaration of interest

Cllr E Warham declared an interest in Item 7 Planning of the agenda.

142.14 Minutes

The minutes of the Parish Council Meeting of 1st October 2014 were approved as being a true record.

143.14 Matters arising from the minutes

Page 1 10 Minute 124.14 Flooding Problems Lodge Farm Cottage

Cllr Newell reported that the remedial work promised by Suffolk County Council Highways has still not been completed. It was agreed that the Clerk should again contact Malcolm King Highways Manager to ensure that this work is undertaken as soon as possible. **Action: Clerk**

Page 3 Suffolk Police Report

The Clerk that she had contacted Lynsey Prior Suffolk Police requesting that more detail is included in their report to identify the road in which offences take place. Lynsey Prior has replied stating that this request has not been fulfilled at the moment due to pressure of work and illness.

The meeting was adjourned to receive reports from:

- Cllr O'Brien – Suffolk County Council / SCDC Council – written report

Suffolk County Council

Success for First-Ever Suffolk Skills Show

Suffolk businesses turned out in great numbers to support the first-ever Suffolk Skills Show; a skills and careers event reaching over 4,000 young people. The event set out to engage Suffolk's young people and provide an insight into the career opportunities available to them locally. Careers such as: IT and technology, finance and business services, creative digital, agriculture, construction, motor vehicle, advanced manufacturing, ports and logistics plus HM Forces. There were opportunities to explore options, talk to employers, to colleges and advisers about future careers. The show, which took place at Trinity Park in Ipswich, targeted those aged between 11 and 24.

Suffolk's Blue-Light Partnership Awarded Nearly £5million in Funding

A newly-awarded government grant will help increase the number of shared bases in Suffolk for fire, police and ambulance services. The grant of £4.94 million follows the submission of a joint-bid, led by SCC's Fire and Rescue Service, earlier in the year to the Department of Communities and Local Government. Over the past two SCC has worked with partners to create four shared fire and police stations which are located in Ixworth, Elmswell, Debenham and Framlingham and ambulance crews are now based at fire stations in Lowestoft and Brandon. The national funding will be provided in 2015 to help establish more shared bases in Suffolk. The collaborative approach creates long-term financial savings for all parties and it will help the partners work more closely together in the community. The potential three-year programme could bring the number of blue-light shared fire stations to 12 out of a total of 35 Fire and Rescue Service buildings.

Success for School Organisational Review in Suffolk

Positive results have been reported in schools in Stowmarket and Stowupland areas which have recently undergone the School Organisation Review. Many of the schools in the area have been kitted out with new classrooms and resources, new teachers have started and 'senior' pupils have new responsibilities in the school. In 2007 SCC approved recommendations to reorganise schools into a two-tier system. Studies had found that children in the three-tier system made less progress than similar children in a two-tier system. Thus, the focus of the review is to raise attainment and create a school system that is sustainable in the future. Since 2008 five school organisational reviews have been carried out in areas of Suffolk and it is pleasing to note that there has been a progressive rise in Key Stages 1 & 2 results.

Police and Crime Panel Conference

I chaired the third Annual Police & Crime Panel Conference in Nottingham a couple of weeks ago. It was very interesting to hear from other delegates, from around the country, about their various experiences and dealings with commissioners.

Suffolk's Police & Crime Panel's experience has been positive. We meet, officially 4 times a year and my vice-chairman and I meet with the Commissioner informally, approximately every 2 months. We are able to have frank and open discussions and build up trust.

Suffolk Coastal District Council

New Project to Create Thriving Community Buildings

A new community buildings project is now underway in Suffolk Coastal and Waveney.

The Thriving Community Buildings project is an innovative scheme which offers communities, in Suffolk Coastal and Waveney, assistance to build resilience through their community buildings.

Over two years, the project will work with ten community buildings and undertake 'thrivability audits' to provide assessments and help improve facilities. Groundwork Suffolk and Community Action Suffolk aim to use their expertise to help facilities that are struggling to cover costs of energy and maintenance. They will also help connect them with relevant agencies to develop resources, increase their resilience and improve their offer to the community

Helping East Suffolk Businesses to Go Green

This project, which aims to help small and medium sized businesses in East Suffolk become more efficient, has exceeded the expectations of its creators.

The East Coast Carbon Efficiency Project (ECCE) is a partnership between Suffolk Coastal District Council, Waveney District Council and Groundwork Suffolk and was set up three years ago, offering free energy reviews to local businesses.

The project provides companies with a list of options for reducing their energy bills and their carbon footprint and also offers businesses grant funding towards investment in energy efficiency measures.

The enthusiasm of local businesses has been evident throughout, with many businesses choosing to implement energy-efficiency measures and actively engaging with the project to reduce their energy bills and carbon footprint. The Carbon Trust estimates that a 5% reduction in energy costs can represent the equivalent of a 20% increase in sales.

Litter Picking

After a successful litter pick in Lowestoft, East Suffolk residents are being encouraged to organise their own litter picking events and help clean up their local parks and public spaces.

Volunteers who take part in litter picks will be lent litter-picking equipment, such as litter pick sticks, disposable gloves and collection sacks. Suffolk Coastal will arrange to collect and dispose of the collected litter.

For litter picks in Suffolk Coastal, please call 01394 444000 or email scsltd@ncsgrp.co.uk. Alternatively, you can complete the online form on the Suffolk Coastal website.

- Cllr Falconer – Suffolk Coastal District Council – no report
- Suffolk Police – PC Paul Smith – written report

Period 1st October – 31st October 2014

Suffolk Police reported the following:

Parish	No. of crimes recorded	Same month last year
Brightwell	1	5
Bucklesham	1	1
Foxhall	2	1

Levington	1	0
Nacton	6	6
Newbourne	1	3
Purdis Farm	13	11
Waldringfield	1	1
Total Crime this month	26	28

This month's recorded crime was 26. The level of recorded crime for the same period in 2013 was slightly higher at 28.

In Brightwell, there was 1 recorded crime this month, a person was charged with Possession of a Class B Drug.

Bucklesham also had 1 reported crime this month, a scaffold tower was removed from a building site over a 2 day period.

Foxhall had 2 reported crimes this month. Garden figures with a considerable value were removed from a residential property, enquiries are on-going and a residential property was burgled during daylight hours in the 29th October.

Levington had just 1 reported crime this month. A person was charged with driving whilst unfit through drink/drugs.

Nacton's reported crime was again 6 this month. There were 2 reports of Theft from a Motor Vehicle and 2 reports of Theft Other, some fish were removed from a pond and an iPad left on a bench in a park was taken, all victims have been given security/crime reduction advice. A suspect has been identified in an Arson report and officers investigated a report of assault.

Newbourne had 1 recorded crime this month. During daylight hours a person has taken items displayed outside a Nursery but not paid for them.

Purdis Farm recorded 13 crimes, 7 relate to Sainsbury's, there were 2 reports of Theft from a Motor Vehicle and 2 reports of Tamper with a Motor Vehicle, all vehicles were left insecure, security advice has been given. A container located in Trinity park was entered and various electric cables taken and a garden shed was entered sometime during the 3rd October and 10h October but no items were taken.

Waldringfield recorded 1 crime this month. A boat moored at Waldringfield, was entered and some items were taken from within.

A view of crime maps and data can now be found on the Internet www.police.uk

The Felixstowe & District Safer Neighbourhood Team will hold a community panel meeting at Levington Village Hall on Monday 24 November from 6pm.

Please come and join us or email us at felixstowe.snt@suffolk.pnn.police.uk prior to these meetings with any issues you would like to be considered as one of the Priorities.

The meeting was re-convened.

144.14 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.

Sustainability Appraisal Scoping Report

Suffolk Coastal District Council adopted the Core Strategy in July 2013. The Core Strategy provides the overarching strategic direction of growth across the district and it is for the Site Allocations and Area Specific Policies Development Plan Document (DPD) and the Felixstowe Peninsula Area Action Plan (AAP) to bring forward individual sites and areas for development.

The Council has started work on the Site Allocations and Area Specific Policies DPD and the Felixstowe Peninsula AAP and together with the Core Strategy these documents will make up the Local Plan for Suffolk Coastal. Sustainability Appraisal is a key part of all Local Plan documents and in line with statutory regulations the Council is consulting on the Sustainability Appraisal Scoping Report and details of the document can be found through this link <http://www.suffolkcoastal.gov.uk/yourdistrict/planning/review/sustainability-appraisal/>

The Sustainability Appraisal Scoping Report for the Site Allocations and Area Specific Policies DPD and the Felixstowe Peninsula AAP will be consulted upon for a 5 week period from **7 November until 12 December 2014**. Anybody wishing to comment on the Sustainability Appraisal Scoping Report is invited to send comments to suffolkcoastallocalplan@eastssuffolk.gov.uk or via post to Planning Policy & Delivery Team, Council Offices, Melton Hill, Woodbridge, Suffolk, IP12 1AU.

For further information about the Scoping Report then please contact the Planning Policy & Delivery Team.

The Community Infrastructure Levy (CIL) is expected to be introduced across Suffolk Coastal by April 2015. Further information about CIL charges in Suffolk Coastal can be found through this link: <http://www.suffolkcoastal.gov.uk/yourdistrict/planning/review/cil/>

Local Plan – Site Specific Allocations – Early Engagement

Email from Suffolk Coastal District Council

Dear Town/Parish Clerk

You should now be aware of the work that the Planning Policy and Delivery Team have started on updating the remaining "saved" policies from the "old" Suffolk Coastal Local Plan and identifying any new site-specific policies needed to implement the newly adopted Core Strategy. The team have opened up discussion with the parishes across the District. The information that the towns/parishes have shared with us will be used to inform an Issue and Options document which is planned to go out for public consultation in the middle of December 2014. The consultation is planned to last for 11 weeks, approximately until the end of February.

To help with managing our workload and to assist with timings during the consultation period, it would be useful for us to know about your town/parish up-coming meetings, particular between the beginning of January and the end of February 2015.

Likewise, the Team are hoping that we would be able to use your help with placing and distributing promotional material such as leaflets and flyers in your town/parish magazine. If your town/parish

has a town/parish magazine, would you be able to provide us with publication timelines and dates when the material would have to be submitted to you.

Your help and co-operation is highly appreciated.

Local Plan – Felixstowe Peninsula AAP – For Information

A letter has been received from the Planning Policy and Delivery Team Manager Suffolk Coastal and Waveney District Councils as follows:

“As you will be aware, following adoption of the Core Strategy (July 2013), the District Council has started work on the Felixstowe Peninsula Area Action Plan and the Site Allocations and Area Specific Policies which will assist in the delivery of the Core Strategy policies. In preparing these documents the District Council is keen to enhance engagement with and involvement of Parish/Town Councils as representatives of the local community. To this end the Council is setting up two joint Working Groups of District Councillors and Parish/Town Councils to work together to inform the preparation of these Local Plan documents.

It is proposed, as agreed at Cabinet on 7th October 2014, that representation on the Working Group for the Felixstowe Peninsula Area Action Plan should provide geographic coverage for the whole plan area and include 8 Ward Councillors and 8 representatives from the following Parish/Town Councils:

5 from Felixstowe Town Council;
1 from Trimley St Mary Parish Council;
1 from Trimley St Martin Parish Council; and
1 from Kirton with Falkenham Parish Council.

The above representation is based on the areas where most growth and change is likely to take place. It is not anticipated that the Bucklesham area will experience much development over the plan period to 2027, so the purpose of this letter is to make you aware of the Working Group, that it is currently being set up and to advise you that your area will be represented by a Ward Councillor for Nacton. You will note, however, that the attached remit for the Working Group has the flexibility to invite other parish councils to particular meetings as and when appropriate.

Councillor Fryatt will Chair the meetings and Councillor Holdcroft, as Cabinet Member for Planning, will observe.

The Working Group – Form and Purpose

The Working Group will be an informal group in that it will not be governed by the SCDC Constitution. It will not have voting rights or decision making powers but will act as a consultative group and sounding board to inform the preparation of the Felixstowe Peninsula AAP document over the next 12 to 18 months. The Working Group will meet as and when required but on average every 2 months. The meetings will be held in the evening, usually starting at 6.30pm (venue to be determined). Each meeting will last approximately 2 hours. Most meetings will take the form of workshops with active participation and a view to building consensus. Meetings will not be open to the public but District Councillors not on the Working Group will be able to observe should they wish. Key points/actions from the meetings will be placed on the SCDC website. The remit for the Working Group is attached for information.

It must be stressed that the purpose of the Working Group is to enhance engagement and not replace the usual consultation and engagement that would take place with Parish/Town Councils. So although you are not directly represented on the Working Group you will be kept informed and engaged in the plan making process.

Once the Working Group is set up I will write to you again so you are aware of the membership of the Group. If you have any queries or questions please get in touch.”

Mansfield Park / Three Rivers Business Park

Cllr Day received a complaint from a member of the public who lives behind Mansfield Park / Three Rivers Business Park as follows:

1. The business park have just installed security lighting that is on all night and shining into his property – I have advised him initially to contact SCDC from an environmental perspective to get action taken and if nothing happens then to let me know for the PC to then escalate.
2. He has also commented on the fact that the business park have constructed a new building in the central area – this looks like to be a log cabin / office. Apparently this has been constructed on a concrete base so would seem to be permanent – we have not received ANY planning applications so is this construction legal?

Liz Beighton Suffolk Coastal District Council Planning has been notified and is investigating the issues.

Martlesham Parish Council Revised Neighbourhood Plan Boundary Submission

A letter has been sent to Hilary Hanslip Principal Planning Officer Suffolk Coastal District Council from Martlesham Parish Council as follows:

“Martlesham Neighbourhood Plan

Martlesham Parish Council is making its second formal application for the Martlesham Neighbourhood Plan Boundary. This application is to match Neighbourhood Plan Boundary with that of the current Martlesham Parish Boundary as agreed in a meeting with the Local Planning Authority on 17th September 2014 (map enclosed).

Martlesham Parish Council is a statutory local council and a relevant body for the purpose of Section 61G of the 1990 Town & Country Planning Act. We confirm that the Martlesham Neighbourhood Plan Team has the agreement of the full Parish Council who has approved the undertaking of a Neighbourhood Plan and allocated a budget of £10k from its own funds.

We have already held public events and have recently carried out a survey of all the residents within the Parish for their ideas for plan content and received a good response of 37% returns.

We have informed our neighbouring parishes of Brightwell, Waldringfield and Woodbridge and to date have received an acknowledgement from Waldringfield and Woodbridge.

As discussed in the meeting on 17th September 2014 with Pat Lisseman (Martlesham Parish Council), Angela Koch (Locality.org) and Stephen Stokes (Neighbourhood Plan Team) and yourself (Suffolk Coastal District Council) (SCDC) we recognise the land to the south of the Parish is currently covered by strategic policy SP20. Therefore it is anticipated that this area will not feature in our final

Neighbourhood Plan in terms of policies other than those that are concerned with the necessary seamless integration of networks such as walking and cycling routes. The design quality and other land use and planning matters will be developed under a separate publicised agreement where SCDC and future major developers commit to engage closely with the local community in the planning and design of the forthcoming sites. A Memorandum of Understanding between SCDC and Martlesham Parish Council will provide the necessary detail regarding how this will be achieved. It is assumed that this Memorandum of Understanding will be signed within the next 4 weeks.

We would appreciate your acknowledgment that this information is sufficient for you to commence the statutory 6 week consultation process. Ideally, we would wish to publish this application alongside the associated Memorandum of Understanding on our website with the aim to encourage residents and neighbouring parishes to actively engage in this consultation.”

LAIS1370 Development Benefits Pilot

The following information document has been received from Suffolk Association of Local Councils which had previously been circulated to all councillors for information.

“Government is planning to make payments direct to neighbours to have new development on their doorsteps in an attempt to remove opposition to development. This could affect how Government looks at the uncapped 25% of the Community Infrastructure Levy which can be obtained by local councils with an adopted neighbourhood plan (15% capped for those without a plan).

Expressions of interest are being invited for a small-scale pilot, including from local councils which have a designated neighbourhood plan area and a neighbourhood plan with a housing element under preparation but not yet submitted for examination. The fund totals £3.5 million. Local councils have a strong interest in ensuring that this pilot has outcomes which complement the incentive to the wider community through the % of the Levy to their councils. Local councils need to consider whether they could administer payments to households themselves (under the general power of competence) or whether they would have to develop an alternative mechanism for payments e.g. working with a local planning authority.

The document Development Benefits Pilots: Invitation for Expressions of Interest was not sent directly to local Associations. Hence this is late news of the published deadline of 24 October 2014. LAIS has contacted Government and has obtained agreement to a small extension of 31 October 2014. Any council interested should contact developmentbenefits@communities.gsi.gov.uk. Government would appreciate any constructive feedback from any local council willing to do so in the event that they are unable to apply this time. The document can be found at [https://www.gov.uk/government/publications/development-benefits-pilots-invitation-for-expressions-of-interest.](https://www.gov.uk/government/publications/development-benefits-pilots-invitation-for-expressions-of-interest)”

LASI1369 PPG Housing Assessment

New Guidance on housing needs assessments for local planning authorities has been published and is available at http://planningguidance.planningportal.gov.uk/blog/guidance/housing-and-economic-land-availability-assessment/stage-5-final-evidence-base/#paragraph_044.

Local councils will be aware that Government replaced many planning policies with one National Planning Policy Framework (NPPF). It then introduced its own policies and Planning Practice Guidance which relates to the topics in the NPPF and which inform the development of Local Plans.

These are important local planning authority policy documents for making planning application decisions.

The inclusion within the Housing and Economic Land Availability Assessment Planning Practice Guidance of questions and answers on important aspects of the obligations on planning authorities will be welcome clarification to local councils, particularly in light of recent concerns about use of protected land and the debate over the potential use of Green Belt for new garden cities. This debate has caused some confusion for the public where there is a mistaken belief that Green Belt is another term for the countryside. In fact, Green Belt is land specifically protected from development to prevent urban sprawl e.g. that separating London from Hertfordshire and Surrey and that between Gloucester and Cheltenham.

The new Guidance states that planning authorities must assess housing need and should try to deliver sites for this need but should consider other policies in the NPPF, such as that on Areas of Outstanding Natural Beauty. However, one of the problems faced by planning authorities and communities is that para 49 of the NPPF states '*Housing applications should be considered in the context of the presumption in favour of sustainable development. Relevant policies for the supply of housing should not be considered up-to-date if the local planning authority cannot demonstrate a five-year supply of deliverable housing sites.*' As a result some planning authorities are approving applications which are for house building on sites which are outside of the settlement boundary.

In any event, even for protected land, such as Green Belt, protections are not absolute and can be altered through changes to the Local Plan. This underlines the need for local councils to be aware of the stage of development of the Local Plan in their area and to be fully engaged with any planned revisions. Local councils in disagreement about the conclusions drawn on housing matters might be able to rely on rights under the Freedom of Information Act to obtain details of the evidence base if the planning authority is not forthcoming during its policy development. In most cases, local councils should be able to rely on the planning authority's "Statement of Community Involvement" (on which they should have been consulted) which sets out the planning authority's expectations in relation to engaging with the community.

It should also be noted that new rights of the public to film and otherwise record and report on meetings apply to those local planning authority meetings held in public where those authorities will be applying the policies resulting from their housing assessments. Filming or recording meetings can be useful for feedback to local council meetings about representation made on their behalf on planning applications and also for analysing the robustness of the procedures used and decisions made, especially where a legal challenge is envisaged.

145.14 Planning

Planning Applications Discussed by the Parish Council

DC/14/3133/FUL 129 Bucklesham Road Purdis Farm – Proposed construction of replacement boundary wall/railings and entrance gate works – application withdrawn

Cllr Watts stated that as discussed under Item 5 of the Agenda Open Forum the owners of the property are actively seeking the support of the Parish Council with a new revised application. Although the Parish Council does not have an application on the table to consider they gave feedback to the owners as to what they would be likely to support. The owners of the property and their agent would be submitting a revised application to Suffolk Coastal District Council in the near future. **Action: Planning Committee**

DC/14/2992/FUL Land Rear of Drakenwyck and Former The Lilacs Purdis Farm Lane Purdis Farm – Erection of six dwellings – the Parish Council noted that the application had been refused.

DC/14/2914/FUL – 97 Buckleham Road Purdis Farm – Proposed extensions and alterations – the Parish Council noted that the application had been refused.

DC/14/2196/FUL Land North of S & D Piggeries between railway line and Felixstowe Road Purdis Farm – Change of use from existing retail/storage area for plants (C03/1269) to car sales with outdoor display, number of cars limited to 50 for sale display and 10 visitors (resubmission) – the Parish Council noted that the application had been withdrawn.

DC/14/3093/FUL Club House Former Civil Sports Ground Foxhall – Proposed demolition of existing buildings and erection of 11 dwellings with associated vehicular access and external works – the Parish Council notes that the application was still pending.

Councillors discussed the problems associated with the circulation of planning applications. Cllr Adrian proposed, seconded Cllr Warham that the Clerk should split the date column into two columns showing a 'received date' and a 'passed on date'. **Action: Clerk**

146.14 Locality Budget

The Clerk reported that she had investigated the cost of providing Fly Tipping Notices which for the steel notices amounted to £72.00 plus VAT each. This cost does not include the cost of providing the pole or mounting of the sign. It was considered that this quotation was too expensive to consider. It was agreed that Cllr Day should investigate the cost of providing "Welcome to ..." signs and report back to the next meeting. **Action: Cllr Day / Clerk**

147.14 Budget / Precept 2015/2016

The Clerk reported that the Draft Budget 2015/2016 had been circulated to all councillors. Following discussion and agreement on minor alterations, it was agreed that the proposed budget should be accepted and that the precept ie £7,000 should remain the same for the 2015/2016. However, it was agreed that final ratification should be deferred until the December meeting when it is hoped that the Clerk would be in additional information from Suffolk Coastal District Council concerning Council Tax Support Grants. **Action: Clerk**

148.14 Parish Council Meeting Dates 2015

The Parish Council agreed the following meeting dates for 2015 (Parish Council Election Year). All meetings will commence at 7.30 pm unless otherwise agreed.

Wednesday, 14th January 2015

Wednesday, 11th February 2015

Wednesday, 11th March 2015

Wednesday, 8th April 2015

Wednesday, 13th May 2015 (including Annual Parish Meeting)

Wednesday, 10th June 2015

Wednesday, 8th July 2015

Wednesday, 9th September 2015

Wednesday, 14th October 2015

Wednesday, 11th November 2015

Wednesday, 9th December 2015

149.14 Finance

Income

Suffolk County Council (Locality Budget) £700.00

Expenditure

Clerk's Salary and Expenses October 2014 £227.16

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

Action: Clerk

150.14 Correspondence

None

151.14 Meetings attended by councillors / clerk

None

152.14 Members questions to the Chairman

- a. Cllr Newell reported that she had raised the issue of advertising signs on the Brightwell roundabout with Therese Coffey MP who would be discussing the issue with Suffolk County Council Highways.
- b. Cllr Wells reported that Hall Road was severely flooded at both ends. It was agreed that the Clerk should report the flooding to Suffolk County Council Highways. **Action: Clerk**

153.14 Date of next meeting

Wednesday, 12th December 2014

The Chairman closed the meeting at 21.17 pm.

Signed Date.....

Angie Buggs

Clerk to Brightwell, Foxhall & Purdis Farm Group Parish Council