

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

### **Minutes**

Of the Parish Council Meeting held at Trinity Park at 7.30 pm on Wednesday, 11<sup>th</sup> February 2015

#### **Present**

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

#### **16.15 Apologies for absence**

Apologies for absence were received from Cllr B Davies, Cllr J Batham, Pc Paul Smith and Cllr P O'Brien – Suffolk County Council / Suffolk Coastal District Council

#### **17.15 Declaration of interest**

None

#### **18.15 Minutes**

The minutes of the Parish Council Meeting of 14<sup>th</sup> January 2015 were approved as being a true record.

#### **19.15 Matters arising from the minutes**

All matters arising from the minutes were on the agenda.

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

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

#### **Suffolk Coastal District Council**

SCDC Issue and Options consultation drop in sessions are at:

Felixstowe Town Hall	3 <sup>rd</sup> February 2015	17.30 – 20.30
Riverside Centre	5 <sup>th</sup> February 2015	17.00 – 20.00
Council Chambers	9 <sup>th</sup> February 2015	10.00 – 13.00

This is an opportunity to study the site allocations and area specific policies for Suffolk Coastal.

I shall not be standing in the forthcoming district elections. I have served for 16 years. In my initial four year term I represented Kirton Ward which comprised of Kirton/Fakenham, Levington,

Waldringfield/Hemley, Newbourne, and Bucklesham. Nacton and Purdis Farm was a separate Ward until 2003 when two councillors were elected to serve the amalgamated ward. The 2015 district elections will see the Wards returned to the 1999 original set up.

I have allocated all my Community Enabling Fund to projects throughout my Ward.

### Suffolk County Council

#### **Manager of Mobility Company Sentenced After Trading Standards Investigation**

After numerous complaints against Westminster Recliners Ltd, SCC's Trading Standards Team began investigating the company's aggressive practices as identified by vulnerable customers. The company was found guilty under Consumer Protection Legislation and ordered to pay legal costs amounting to £86,000. The manager was sentenced to an 18 month conditional discharge. This successful prosecution follows a previous case, brought by Trading Standards, concerning a company, Mobility Ltd, resulting in fines and costs of £50,000.

#### **Suffolk Care Success at "Going the Extra Mile" Awards**

The best of Suffolk's care providers gained recognition and acclaim as the second Suffolk Going the Extra Mile (GEM) Awards ceremony took place. The event, which was hosted by SCC's Safeguarding Team and supported by the Safeguarding Adults Board (SAB), took place at Trinity Park in Ipswich on Wednesday 21<sup>st</sup> January, sponsored by Integrated Care 24. This year the awards focused on the achievements of supported living, sheltered housing and care at home providers and celebrated the achievement of providers.

#### **Police and Crime Panel Meeting**

I chair quarterly meetings of the Police & Crime Panel and the meeting held on the 30<sup>th</sup> January looked at the Police Commissioner's objective of "Caring – for Victims and Vulnerable People", upon which there was a domestic violence and serious sexual offences, the draft Police & Crime Panel Annual Report in which the panel reflected upon their performance during the year, the Police Commissioner's proposed precept for 2015/2016 to which the panel agreed, general questions put to the Commissioner.

- Cllr Falconer – Suffolk Coastal District Council – written report

Good evening everyone and a very belated Happy New Year. Thank you to those Parish Councils who very kindly sent me Get Well Cards – it was much appreciated. For 8 weeks I am afraid District Council work did not get a look in – I was too ill and for many weeks could not drive. However, I am now on the road to recovery and more or less back to normal.

Funnily enough in the last few weeks there is still not a lot to impart – probably due to the forthcoming election and the year end. Certainly there is not much in the pipeline.

#### **Planning**

The number of planning applications has increased enormously and so have the complaints to SCDC about the planning service. Once again, this is under review and great effort has been made to make accessing documents easier to find and also ensure that before a planning application can be accessed by the public all documents pertaining to the application can be viewed. The Planning

Department too have gone back to listing briefly all the applications received each week and this information is sent to Parish Councils and Councillors. However, I do believe the service could be improved by stating the exact village/location.

### **Community Enabling Fund**

You have until 27<sup>th</sup> February to get your application in to Suffolk Coastal for any group in your Parish wishing funding for a community project from my allocation of £4,000+. To date I have allocated approximately £3,800 and have approximately £500 to spend.

### **Police**

I am glad to see the regular Police Ward updates on crimes in the Ward. I believe these help us all enormously to keep alert to anything untoward. These figures are much appreciated.

### **DC Activities**

I managed to attend the completion launch of the Waldringfield Flood Defence Group's wall in late December. A staggering £900,000 was raised in less than a year by local authority and political figures. The community have shown tremendous resilience and organisation to have achieved so much in so short a time since the tidal surge in December 2013. The project to improve flood protection with innovative defence and flood gates is also the first community-led project to be delivered from the new Deben Estuary Plan.

### **Waldringfield Quarry Liaison Meeting**

For some years I have attended with fellow colleague Patricia O'Brien, Brett Aggregates Quarry at Waldringfield. We have been taken each time on a site visit around the whole area to see how they are managing the excavation of sand and gravel, building of an enormous bund to screen the Moon and Sixpence Caravan site from the workings, repairing slippage of earth of a bund and all in all, complaints from the workings and monitoring the dust and noise have been few. The area near the A12 is now more or less back to normal but at a lower level. I will miss these visits and feel I have learnt a great deal.

### **District Local Plan – Issues & Options**

The Felixstowe Peninsula Area Action Plan has been out for consultation since 15<sup>th</sup> December and closes on the 27<sup>th</sup> February. The document is consulting on future housing sites. It is absolutely key to get this right as it will affect how Suffolk Coastal develops over the next couple of decade. You can have your say on.

### **Area of Outstanding Natural Beauty (AONB)**

The saltmarsh restoration at Levington Phase 2 has started and silt is being used from the Suffolk Yacht Harbour. Areas along the River Deben have been very successfully restored. Saltmarshes provide a vital nursery and feeding ground for juvenile fish etc.

## Community Infrastructure Levy (CIL)

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/>.

## Suffolk Coastal Council Tax

It is expected that the Council Tax for Suffolk Coastal will for the fourth year will not rise – this has yet to be definitely confirmed. With government continuing to look towards cutting grant aid, Suffolk Coastal which has gross annual expenditure of around £65m – is now finding that around 80% of its net budget is now generated locally, 60% from the council tax and 20% business rates.

- Suffolk Police – PCSO Glynn Bown – written report

## Period 1<sup>st</sup> January – 28<sup>th</sup> January 2015

Parish	No of Crimes Recorded	Same Month Last Year
Brightwell	0	2
Bucklesham	1	2
Foxhall	2	0
Levington	0	2
Nacton	2	5
Newbourne	1	1
Purdis Farm	4	4
Waldringfied	2	0
<b>Total Crime This Month</b>	<b>12</b>	<b>16</b>

This month's recorded crime was 12. The level of recorded crime for the same period in 2014 was 16.

Brightwell and Levington have again recorded no crimes this month.

Bucklesham had 1 reported crime again this month; a person was cautioned for assault.

Foxhall had 2 reported crimes this month. A telephone which was left in an open bag unattended in a waiting room was taken, security advice was given to the victim, and a person was investigated for forgery involving a driving licence.

Nacton had 2 reported crimes this month. A person was charged with possession of drugs and another charged with driving whilst under the influence of alcohol/drugs.

Newbourne had 1 reported crime; a grey wheelie bin was taken from outside a residential property overnight on the 9<sup>th</sup> January 2015.

Purdis Farm recorded 4 crimes; all relate to Sainsburys.

Waldringfield recorded 2 crimes again this month; 1 was the theft of a wheelie bin that occurred sometime between 23<sup>rd</sup> December and the 5<sup>th</sup> January and a person was charged with assault.

A view of crime maps and data can now be found on the internet [www.police.uk](http://www.police.uk).

**The meeting was re-convened.**

## **20.15 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.

### Boundary Changes

Legal and Democratic Services have stated that Parishes are requesting more information on boundary changes within Suffolk Coastal. The Property Information Team is creating some new maps which should provide clarification of the changes. The maps are being published on the Suffolk Coastal website:

<http://www.suffolkcoastal.gov.uk/yourcouncil/elections/wardsandparishes/>

As more are produced, they will appear here. SCDC are working on more detailed versions for the Felixstowe wards to show the streets within the wards in more detail.

### Parish Elections

Information is available on standing for Parish Elections and clarification of the qualification criteria. The following link to the Electoral Commission website and the guidance for agents and candidates on standing for Parish Elections.

[http://www.electoralcommission.org.uk/\\_data/assets/pdf\\_file/0003/141798/Part-1-Can-you-stand-for-election-P-and-C.pdf](http://www.electoralcommission.org.uk/_data/assets/pdf_file/0003/141798/Part-1-Can-you-stand-for-election-P-and-C.pdf)

## **21.15 Planning**

### Planning Applications Received by the Parish Council

DC/15/0208/FUL 145 Bucklesham Road Purdis Farm - Erection of two detached two storey dwellings with integral garages. New access driveway, alterations to existing vehicular access and associated external works.

PC Comments: No objection.

DC/15/01421/FUL Annexe Redferns Bucklesham Road Foxhall - Change of use for Annexe to be used as a holiday let.

PC Comments: No objection.

DC/14/4202/FUL Former Civil Service Sports Ground Straight Road Foxhall - Proposed demolition of existing buildings and erection of 14 dwellings with associated vehicular access and external works

PC Comments: The Planning Chairman read out the response which had been drafted as follows.

"The Group Parish Council is bitterly disappointed that the original application was refused. We fail to understand how the Planning Committee could decide that the original plan for 11 dwellings was

an inefficient use of land in terms of meeting the Council's identified housing shortfall when the area has already been designated as an Other Village with no housing expected to be built in the foreseeable future.

We support the latest proposal for 14 dwellings which we believe is a suitable compromise between the original proposal and the much larger number of dwellings envisaged by some councillors which is totally unsuitable for this rural site.

We welcome the mix of smaller properties and look forward to the Planning Committee approving this proposal which will make efficient and economic use of a derelict site which is both an eyesore and potential health hazard in the heart of our community."

Cllr Day requested that a paragraph be added stating that more one bedroom properties were required in the area to enable retired residents to stay in their local area. Following discussion it was agreed that Cllr Watts the Planning Chairman would reword the reply. **Action: Clerk / Cllr Watts / Planning Committee**

#### **22.15 To discuss the complaint received regarding cars parked in the lay-by on Bucklesham Road opposite the Suffolk Showground**

The Clerk reported that a complaint had been received from a member of the public concerning the parking of cars in the lay-by on Bucklesham Road opposite the Suffolk Showground. Following discussion it was agreed that the problem could have been caused by contractor vehicles parking whilst working on the heath. PCSO Glynn Bown said that this was a public road and unless causing an obstruction, the Police could not take action.

#### **23.15 To discuss the communication received via SALC from Cllr Graham Newman Cabinet Member for Roads, Transport & Planning Suffolk County Council regarding flooding**

Having previously been circulated the Parish Council discussed the contents of the communication by Cllr Graham Newman regarding flooding in Suffolk. It was agreed that the Clerk should write to Suffolk County Council Highways Department with a copy to Cllr Graham Newman regarding the flooding in Purdis Farm Lane quoting passages from the communication. **Action: Clerk**

#### **24.15 To discuss the proposed removal of business rates on public toilets**

Cllr Watts reported on the proposed removal of business rates on public toilets and following discussion the Parish Council recorded that they supported the removal of the business rates on public toilets. **Action: Clerk**

#### **25.15 To discuss erecting fly tipping signs**

The Parish Council discussed the erecting of fly tipping signs along Monument Farm Lane and Kennels Road and, if possible, funded from the Locality Budget. It was agreed that the Clerk should request licences from Suffolk County Council Highways Department. **Action: Clerk / Cllr Newell**

#### **26.15 Locality Budget 2014/2015**

Cllr Day reported that following discussions with Suffolk County Council Highways Department concerning the erecting of a "Welcome to Foxhall" sign it had been pointed out by SCC that a sign

already exists but is on the wrong side of the Felixstowe Road. Suffolk County Council Highways Department have agreed to move the sign to the correct position. **Action: Cllr Day / Clerk**

The Clerk reported that the Parish Council Notice Board had been vandalised by people spraying graffiti on the non-Perspex side of the board. Following discussion it was agreed that the Clerk should contact Greenbarnes the makers of the notice board to obtain a quotation for the repair. It was agreed that the Clerk should request funding from the Locality Budget. **Action: Clerk**

#### **27.15 Grit Bins**

The Clerk reported that the Parish Council has licences for the siting of grit bins outside Springbank Farm Monument Farm Lane Foxhall and outside the Waddling Duck Hall Road Foxhall. Unfortunately the two grit bins which had been scheduled to be erected in the two positions had been wrongly positioned by Suffolk Coastal Services. Following discussion Cllr Newell proposed, seconded Cllr Warham that the Parish Council should purchase two additional bins to be positioned in the correct places – all in favour. **Action: Clerk**

#### **28.15 To discuss the Issues & Options Consultation (SCDC)**

The Parish Council agreed that the following reply should be submitted to Suffolk Coastal District Council:

“The Brightwell, Foxhall & Purdis Farm Group Parish Council welcomes the opportunity to comment on this document. We would like to comment on the following two questions which are of particular concern to the Group Parish Council:

##### **Question 5 – What type of housing does your community need?**

Our Parish Plan (2013) states that smaller dwellings i.e. 1, 2 & 3 bedrooms are preferred with an on-going need for easy access dwellings for elderly residents.

##### **Question 14 – Should the Ransomes Europark allocation be extended onto land adjacent within the ANOB?**

The Group Parish Council considers that the Orwell Crossing and adjacent properties form a natural barrier between two distinct areas. The area in question is made up of two worked fields which lie behind a row of dwellings which back onto the Felixstowe to Ipswich Railway line. These fields provide a rural aspect to the area and we see no benefit in extending the employment area into an area of ANOB at the present time.

We would also add that adding this land to the existing Ransomes Europark will only add to the existing highly publicised congestion that exists in this area and make access on the surrounding roads extremely difficult for residents and businesses alike. “

**Action: Clerk**

#### **29.15 Finance**

The Clerk reported that she had been advised by Business Services at CAF Ltd that they could not trace that the cheque for the insurance payment (Cheque No 100660) had been received and that they were willing to pay for the cheque to be cancelled and reissued.

Income

None

Expenditure

A J Buggs Salary and Expenses January 2015	£260.75
Business Services at CAF Ltd	£269.00

Cllr Warham proposed, seconded Cllr Newell that the above expenditure is approved including the reissuing of the cheque payable to Business Services at CAF Ltd – agreed. **Action: Clerk**

**30.15 Correspondence**

- a. Email received from Christine Bond Trinity Park advising that an invitation had been sent to residents/councillors inviting them to the annual local residents' lunch.
- b. Telephone call received from a Brightwell parishioner objecting to the recent Planning Application for Sheepdrift Piggeries. The Parish Council has already commented on the application registering 'no objection'. It was agreed that the parishioner should be advised to register their objections with Suffolk Coastal District Council. **Action: Clerk**
- c. A letter has been received from a resident living in Whitethorn Road Purdis Farm enclosing a copy of a letter which had been written to Suffolk Coastal Services regarding the height of trees on the boundary of his property. This has been an on-going problem. Following discussion the Parish Council agreed that they would continue to support the resident. **Action: Clerk**

d. SALC – Automatic Precept Referendums

The Government has decided not to apply automatic precept referendums to local councils in 2015/2016. The Parish Council noted the contents of the communication.

e. SALC - Transparency Code for Smaller Councils

The Clerk outlined the contents of the communication received from SALC concerning the Transparency Code for Smaller Councils and the Parish Council noted the following:

April 2015 – Publication of draft minutes from all formal meetings, not later than one month after each meeting and meeting agenda and associated meeting papers not later than three clear days before the meeting takes place.

July 2015 – Not later than 1<sup>st</sup> July 2015, publication by smaller authorities of first annual set of data completed which includes:

- All items of expenditure above £100 (date incurred, summary of purpose, amount and VAT that cannot be recovered).
- End of year accounts (the statement of accounts should be accompanied by a bank reconciliation and an explanation of significant variances and any differences between 'balances carried forward' and 'total cash and short term investments').
- Annual governance statement.
- Internal Audit report.
- List of councillor responsibilities.
- Details of public land and building assets.



July 2016 – No later than 1<sup>st</sup> July 2015 publication of second annual set of data completed.

Thereafter all of the requirements of the Code continue to apply, including for annual data. The requirement is for accurate information to be published on a website (a local council's own or that of their billing authority is acceptable) which is publicly accessible free of charge.

Notes (applicable to Parish Councils with a turnover not exceeding £25,000):

The Transparency Code must be complied with and provision has not yet been made to exempt these councils from external audit. However, it is envisaged that an exemption would apply from 2017 by which point the required regulatory framework will be set.

The existing external audit arrangements (for smaller authorities with a turnover not exceeding £25,000) will continue until the completion of the current Audit Commission contracts at the end of the 2016/2017 financial year.

The Department of Communities and Local Government recognise that this is an additional administrative burden and are currently developing a programme of funding with the National Association of Local Council to address this and to assist smaller authorities in meeting the new requirements of the Code.

**Action: Clerk / All Councillors**

### **31.15 Meetings attended by the Chairman and Clerk**

None

### **32.15 Members questions to the Chairman**

- a. Telephone Kiosk - Felixstowe Road. Cllr Day reported that he had contacted British Telecom who has agreed to repair the fabric of the kiosk and replace the telephony equipment.

**Action: Cllr Day / Clerk**

- b. Admirals Windows – Felixstowe Road. Cllr Day reported that Admirals Windows has started the redevelopment of the old boat shop.

- c. Mansfield Park – Felixstowe Road. Cllr Day reported that he had emailed Liz Beighton Planning Officer Suffolk Coastal District Council concerning the erection of a building in the centre of Mansfield Park. Although the Clerk had contacted the Planning Department in October 2014 it appeared that no action had been taken to determine whether the building was subject to planning permission. Liz Beighton has agreed to investigate the matter.

**Action: Clerk / Cllr Day**

### **33.15 Date of next meeting**

Wednesday, 11<sup>th</sup> March 2015

**The Chairman closed the meeting at 21.20 pm**

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

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