

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

### **Minutes**

Of the Parish Council Meeting held at Trinity Park at 7.30 pm on Wednesday, 10<sup>th</sup> February 2016

#### **Present**

Cllr E Warham – Chairman  
Cllr B Newell  
Cllr A Wells  
Cllr G Watts  
Cllr M Briggs  
Cllr E Lawrence  
Cllr A Finch  
Cllr N Yeo – Suffolk Coastal District Council  
Mrs Angie Buggs – Clerk

#### **01.16 Apologies for absence**

Apologies for absence were received from Cllr A Day, Cllr J Batham and Cllr O’Brien – Suffolk County Council.

The Clerk asked that the Parish Council approve the absence of Cllr Day due to continued business commitments. Cllr Watts proposed, seconded Cllr Wells that Cllr Day be granted absence of more than 6 months – all in favour. **Action: Clerk**

#### **02.16 Declaration of interest**

None

#### **03.16 Minutes**

The minutes of the Parish Council Meeting of 9<sup>th</sup> December 2015 were approved as being a true record with the following alterations.

Cllr Wells be removed from the ‘present’ list and placed on the list of apologies.

176.15 Meeting attended by councillors / clerk

Item 1 The word “trees” should be amended to read “vegetation”.

#### **04.16 Matters arising from the minutes**

There were no matters arising from the 9<sup>th</sup> December 2015 minutes. All items needing further discussion formed part of the main agenda.

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

Cllr P O’Brien – Suffolk County Council – written report

On January 6<sup>th</sup> I chaired the Police & Crime Panel for the confirmation hearing to confirm the Police & Crime Commissioner's recommended appointment of a Chief Constable for Suffolk.

The Panel asked questions of the PCC regarding process and the candidate regarding his role in a changing force. The candidate gave full and substantive answers, most effectively when asked about SNT's.

The Panel were unanimous in their agreement with the PCC that Gareth Wilson be appointed as the new Chief Constable for Suffolk.

In last month's newsletter, details were given on the public consultation to shape the future of **Suffolk's Fire and Rescue Service**. As part of this consultation a timetable of hosted public meetings has been set for early 2016 to enable people to hear directly about what is being proposed, and have their say, as well as completing the online questionnaire.

SFRS officers are encouraging people to attend these meetings across the county so that their views can be taken into account before the proposals are finalised and any decisions are made. **The consultation closes on 22 February 2016**. The meeting most applicable to Martlesham Division is that to be held in Ipswich on 14<sup>th</sup> Jan at SCC Endeavour House 6.30-8.30pm.

**SCC Trading Standards** team has been most successful recently in foiling 3 Suffolk companies from selling and manufacturing counterfeit goods. One company director was sentenced to a 12 month prison sentence, suspended for 18months and ordered to pay £30,000.

More and more counterfeit items are being sold on line and identifying copies is not easy. Trading Standards give the following advice:

Ensure website address begins with "**https**" - this indicates any payments are secure; keep security software and firewalls up to date; always type in the website address or use a search engine to find a site; check spelling and grammar as often the people behind these sites do not pay attention to detail. A slight change in spelling of a well-known brand can be an indication of a fraudster.

For more advice contact Trading Standards **03454 040506**.

**Educational** attainment is continuing to improve but still has much to do. One of the areas that I believe will be of assistance, in bringing about greater improvement, is the sharing of good teaching methods from Suffolk schools that have the expertise to raise standards.

Cllr N Yeo – Suffolk Coastal District Council – written report

Just before Christmas the District Council received the Provisional Financial Settlement and at the moment the civil servants are examining the figures in detail to work out exactly what it will mean for Suffolk Coastal and the proposed budget for 2015/16 will be brought before the Cabinet and Scrutiny Committee at the beginning of February, ahead of being presented to the full Council at the end of the that month.

Unfortunately at this stage it looks as though the Council's portion of Council Tax will have to be increased for the first time since 2010 and the reality is that Central Government has cut funding by 40% over the last five years and at the same time Suffolk County Council has also frozen its portion of the Council Tax, which has resulted in a loss of £3.7 million to our net budget.

Suffolk Coastal District Council is already the strongest economy in Suffolk and it is the aim of the District Council to promote economic development, protect frontline services [ i.e. there will be no charge for brown bins in 2015/16 ] and help provide more affordable homes in the District.

On a lighter note the **Clean for the Queen** campaign to clean up Britain in time for Her Majesty's 90<sup>th</sup> birthday which will be officially celebrated in June 2016 is being launched.

When she came to the throne litter was not the problem that it is today. Food packaging, plastic bottles, takeaway meals and cigarette butts have all contributed to a growing menace that affects our wildlife, streets, countryside and sense of pride.

What better way could we show our gratitude to Her Majesty than to clean up our country?

The campaign is calling on individuals, volunteer groups, local Councils, businesses and schools to do their bit. You can start now and also take part in our **Clean for the Queen** weekend on 4/5/6 March 2016.

Please encourage people to register their interest and help **Clean for The Queen** at [www.cleanforthequeen.co.uk/home/2365](http://www.cleanforthequeen.co.uk/home/2365).

**The meeting was re-convened.**

#### **05.16 Clerk's Report**

The purpose of this report is to update members on outstanding issues, items received after the deadline for agenda items, correspondence and action taken by the Clerk.

Letter from Temporary Chief Constable Mr Wilson and Tim Passmore Police and Crime Commissioner

"I am writing to all Parish and Town Councils in Suffolk regarding an opportunity for Match Funded Police Community Support Officers in the 2016/17 financial year.

As you are probably aware Suffolk Constabulary, as with many police forces across the country, have been recently reviewing how we provide services in the future, as we are working to bridging a funding gap of £20.5 million by April 2020.

These financial pressures, coupled with a stark change in the nature of crime and incidents in recent years, mean that the Constabulary's current structure needs to transform and modernise to continue to deliver high quality policing into the future.

In the new model, SNT officers and staff will fulfil core roles that respond to demand and are adapted to each locality team.

Moving forward PCSOs will be used to target the following four main areas:

Vulnerability and Safeguarding such as domestic abuse, victim support, hate crime/mate crime, cybercrime, and supporting members of society with additional needs.

Community Engagement such as dealing with local issues and concerns and looking at areas such as emerging communities, schools and youth engagements, Community Speed Watch and Prevent.

Demand Management such as mental health, Suffolk Family Focus, anti-social behaviour (ASB) and licensing.

Crime Reduction such as retail crime (Town Safe), rural crime - including Shop Watch and Farm Watch & business crime.

A significant part of that review has included a complete re-design of our Local Policing Model which has included looking at the structure, locations and functions of our Safer Neighbourhood Teams (SNT). This is about doing things differently, enhancing our services and protecting our communities.

In the new Policing Model sixty- eight PCSO posts will be removed. These changes have necessitated a review of our match funding arrangements and we have re-considered how we will work with partners in the future to ensure that any jointly funded roles support the delivery of our new Neighbourhood Policing Teams.

Although we recognise that there are benefits to be had with the current match funded PCSO posts not all of the roles are sustainable in the new model

Therefore, over the coming months we will be:-

1. Reviewing the current arrangements with Match Funded PCSO's

Suffolk Constabulary will not be looking to renew the current contracts and I have written to the below listed partners to start the process of concluding the current Service Level Agreements with;

- Sudbury Town Council
- Samuel Ward Academy - Haverhill
- Southwold Town Council
- Kesgrave/Rushmere Councils
- Aldeburgh Town Council
- Kessingland Parish Council
- Barham/Gt Blakenham
- Thurston Parish Council
- Leiston Town Council
- Haverhill Town Council
- Woodbridge Town Council
- Center Parcs
- Ipswich Hospital
- Bungay Town Council
- Newmarket Academy

2. Offering an opportunity to Parish Councils to fund (wholly or in part) 6 Match Funded PCSO's for the 2016/17 years.

Tim Passmore (Suffolk Police and Crime Commissioner) and I are very keen to explore opportunities to work with Parish/Town Councils in the future in different ways. Therefore we are making available 6 PCSO posts which Parish/Town Councils can apply to fully fund or in collaboration with other neighbouring Councils.

The funded post will be dedicated to the area agreed by those providing the finance. The cost of a fully funded PCSO from April 2016 will be £31,972

After this Leigh Jenkins will outline the process and timescales for submitting formal bids.

Can I ask that you contact Leigh Jenkins via Leigh.jenkins@suffolk.pnn.police.uk or call 01473 782725 to confirm whether or not this opportunity is of interest to you.

#### Referendum Principles will not apply to Parish and Town Councils this year

The Government has confirmed that the 'referendum principles' which can trigger a referendum if there is an 'excessive' rise in council tax or precept (in England) will not apply to Town and Parish councils setting their precept for 2016/17, see below from the report:

**10.** The Report applies to all billing authorities and all major precepting authorities(a). In relation to 2016-17 the Report specifies principles for those authorities for the purposes of section 52ZC(1) of the 1992 Act. Accordingly no principles are specified for local council precepting authorities for that year.

<https://www.gov.uk/government/publications/council-tax-in-2016-to-2017>

The Government has requested that Parish and Town Councils precept sensibly and that they have left open the option of including Parish and Town Councils within the principles for 2017.

#### Housing and Planning Bill

Email from LCPAS:

We have just been made aware of new amendments to the Housing and Planning Bill, proposed by Gregg Clark MP. The most important proposed amendment concerns giving a right of appeal planning decisions to third parties, defined as a local interested body, we assume that this will include parish and town councils. The appeal would be to the Secretary of State.

LCPAS welcome this amendment as many Councils feel rail roaded by Planning Authorities and that their valid objections are often not taken into consideration. More information can be found on the link below.

[http://www.publications.parliament.uk/pa/bills/cbill/2015-2016/0108/amend/housing\\_rm\\_rep\\_1217.49-55.html](http://www.publications.parliament.uk/pa/bills/cbill/2015-2016/0108/amend/housing_rm_rep_1217.49-55.html)

#### ***National Planning Policy: Consultation on proposed changes***

The deadline for responding to this consultation is extended to 22nd February 2016 from 25th January 2016.

The consultation seeks views on proposed changes to the planning system to support the delivery of new developments, including low cost homes and affordable for first time buyers. This includes whether town and parish councils, should have the opportunity to put forward sites for 'starter home' developments through neighbourhood plans. More information is on the link below:

<https://www.gov.uk/government/consultations/national-planning-policy-consultation-on-proposed-changes>

### Public Service Ombudsman

Local councils will wish to be aware of further developments concerning the Local Government Ombudsman. Last year Government launched a consultation Strengthening Parish and Town Council Accountability: Consultation on Extending the Remit of the Local Government Ombudsman to Larger Parish and Town Councils. Currently local councils do not have a regulatory body or Ombudsman. This leaves complaints about local councils largely within the self-regulatory framework of internal complaints procedures, unless there is a matter subject to specific regulation, such as a criminal or financial wrongdoing.

All councils were advised to take note of that consultation which on the face of it related only to larger councils. Depending on the responses, Government could decide to extend further the scope of the Ombudsman's control.

Although the consultation ended in June 2015, the relevant part of the Government's website still states: 'We are analysing your feedback Visit this page again soon to download the outcome to this public feedback.' However, a separate linked consultation took place, again concluding in June 2015. The responses to this have been analysed and Government published its response on 17 December 2017.

The Consultation was 'A Public Service Ombudsman: A Consultation'. The consultation concerns a proposed Public Service Ombudsman bringing together the existing jurisdictions of the Parliamentary and Health Service Ombudsman, Local Government Ombudsman and Housing Ombudsman. The consultation also considers the potential for any Public Service Ombudsman to support the better use of complaints and drive forward improvements in public service delivery. While the Public Service Ombudsman would, in the first instance, embrace the remit and responsibilities of the Ombudsman services aforementioned, it was envisaged that the new Ombudsman's responsibilities would extend to all who are delivering services, including those services which have been contracted to a third party. It will be of general interest to councils that the Government response concludes that the new Ombudsman should be progressed, although not including Housing, at least initially, and that the service should be independent and accountable (to MPs). The intention is to facilitate greater learning from complaints and to have strengthened investigatory tools.

Given the specific consultation on an extension of the remit to certain town and parish councils which took place alongside this Public Service Ombudsman consultation and given Government's stated intention that it will further refine and detail its proposals, local councils will wish to watch closely any developments. The next stage that councils will wish to monitor will be any progress on the planned publication of draft legislation (see extract from May 2015 Queen's Speech Briefing Notes – Appendix).

### SALC Subscription

SALC will be increasing our subscription from £664.00 in 2015/2016 to £695.48 in 2016/2017.

The increased demands on councils (which are likely to be compounded by the latest devolution plans) and increased overheads, such as insurance, have led to the SALC Board agreeing a 2.5% increase in the SALC subscription. We will again be looking at efficiencies, partnership and contract

work to help us respond to the increased demand for support and advice. In particular, our contract arrangements with 11 other County Associations, who see us as a leading organisation in council service provision, bring additional income which we use to benefit our membership without the full cost of services having to fall on you as members.

One of the complicating factors this year is that the National Association of Local Councils has increased its fee from 5.5p per elector to 6.6p per elector. This fee is paid by SALC in order to access their information, policy and legal services. No other body is authorised to access these services for you. This decision to increase the fee was made at its AGM on 28 October 2015 which is late in the budgetary cycle for a matter which affects SALC's own finances and potentially, therefore, its service to members.

The impact of the fee change is shown above. Invoices will be sent out to councils in April 2016.

## **06.16 Planning**

### Planning Applications

The Chairman of the Planning Committee reported that several planning applications had been received since the last meeting.

DC/16/0177/FUL High Trees Bucklesham Road Foxhall – Construction of new swimming pool building including part basement. The Parish Council raised no objections.

DC/16/0285/FUL Greenbank Purdis Avenue Purdis Farm – Erection of detached double garage. The Parish Council raised no objections.

DC/16/0279/FUL Brightwell Barns Waldringfield Road Brightwell – Change of use of existing single-storey former piggery buildings to B1 business units including alterations and first floor extensions.

### Peeler Elmham Drive Foxhall – DC/15/4030/FUL

Part severance side garden and erection of new 2 storey dwelling. Planning Permission granted by Suffolk Coastal District Council. Cllr Newell stated that she was concerned about planning permission being granted. Councillors discussed that although the Parish Council did not object they sent comments.

## **07.16 Neighbourhood Plan – Kesgrave Town Council / Rushmere St Andrew Parish Council**

Councillors discussed the documents which had been received from the Kesgrave Neighbourhood Plan Steering Group Meeting held on the 25<sup>th</sup> January 2016. Cllr Newell gave her report on the Kesgrave Parish Meeting which she had attended on the 13<sup>th</sup> January 2016. Following discussion it was agreed that the Clerk should ask the Chairman of the Kesgrave Neighbourhood Plan Group to attend our next Parish Council Meeting to give a 10 minute presentation and 20 minute for a question and answer sessions. **Action: Clerk**

## **08.16 Locality Budget 2016/2017**

### 30 mph flashing signs Bucklesham Road

The Clerk reported that she had received an email from Malcolm King Suffolk County Council Highways stating that Highways do not allow permanent VAS signs any more but offered to options for temporary signs as follows:

Option 1 – SCC has a small number of signs which are placed out on permanently located posts on a county wide rota. There are quite a few locations for this which results in the signs being in place for a week or two at a time about once or twice a year.

Cost: New posts which for 2 would be approximately £1,000.

Option 2 – The Parish to buy their own VAS sign which allows them to be placed up on a regular basis exclusively within the parish but needs a number of volunteers who are willing and able to place out the signs and recharge the batteries.

Cost: In the region of £1,000 for the posts and about £2,700 for the sign.

Following discussion the Cllr Warham proposed, seconded Cllr Finch that the Parish Council purchase 5 posts (Cost: £2,500) – all in favour. It was agreed that the Clerk should email Cllr O’Brien asking that the posts be purchased out of the 2015/2016 Locality Budget. **Action: Clerk / Cllr Finch**

#### **09.16 To approve the Parish Council’s Standing Orders**

The Clerk reported that the Parish Council should minute the acceptance of the Standing Orders and Procedures.

It was proposed by Cllr Watts, seconded Cllr Briggs that the Parish Council should accept the Standing Orders / Procedures with the following amendment.

#### **10.16 Complaint re parking in Bucklesham Road**

The Clerk reported that she had received a letter from a member of the public who lives adjacent to Bucklesham Road complaining about the parking of vehicles on the highway. Cllr Finch also reported a similar complaint which also involved double parking. Following discussion it was agreed that the Clerk should write to the Police Safer Neighbourhood Team seeking advice as to what action could be taken to stop the parking in Bucklesham Road. **Action: Clerk**

#### **11.16 Graffiti**

Cllr Finch reported that he is still trying to obtain quotations for the work. Defer until next meeting. **Action: Clerk / Cllr Finch**

#### **12.16 Finance**

##### Income

HMRC Vat Return	£268.37
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##### Expenditure

A J Buggs Salary and Expenses December 2015	£275.32
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A J Buggs Salary and Expenses January 2016	£293.18
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Cllr Warham proposed, seconded Cllr Watts that the above expenditure is approved – all in favour. **Action: Clerk**



**13.16 Correspondence**

None

**14.16 Meetings attended by councillors / clerk**

- a. Cllr Newell had attended the Extraordinary Meeting of the full Kesgrave Town Council held on Wednesday, 13<sup>th</sup> January 2016 to discuss the Planning Application No DC/15/4672/OUT – Phased Development of 300 dwellings, provision of land for primary school and associated landscaping and open space with all matters reserved apart from access – land to East of Bell Lane. Cllr Newell gave a full report on the proposed development and reported that a Public Development Committee Meeting of Suffolk Coastal and Waveney District Council on the 24<sup>th</sup> February 2016 when the application will be discussed.

**15.16 Members questions to the Chairman**

- a. Cllr Newell reported that the two grit bins (Waddling Duck and Spring Bank Farm) had been put in position but needed to be filled with grit. **Action: Clerk**
- b. Cllr Newell reported that although the ditch in Purdis Road had been cleaned by Suffolk County Council Highway it was still flooding. Cllr Newell said that when the road is flooded vehicles cannot differentiate between the edge of the road and the ditch. Following discussion the Clerk was asked to write to Malcolm King Suffolk County Council Highways requesting them to look again at the road and also erect posts to mark the side of the road. **Action: Clerk**

**16.16 Date of next meeting**

Wednesday, 9<sup>th</sup> March 2016

**The Chairman closed the meeting at 21.46**

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

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