

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

### **Minutes**

Of the Parish Council Meeting held at Trinity Park at 7.30 pm on Wednesday, 8<sup>th</sup> March 2017

#### **Present**

Cllr E Warham – Chairman  
Cllr B Newell  
Cllr A Wells  
Cllr G Watts  
Cllr E Lawrence  
Cllr A Day  
Cllr M Briggs  
Cllr P O'brien – Suffolk County Council  
Cllr N Yeo – Suffolk Coastal District Council  
Mrs Angie Buggs – Clerk

#### **27.17 Apologies for absence**

Apologies for absence were received from Cllr A Finch (work commitments).

#### **28.17 Declaration of interest**

None

#### **29.17 Minutes**

The minutes of the Parish Council Meeting held on the 8<sup>th</sup> February 2017 were approved as being a true record.

#### **30.17 Matters arising from the minutes**

Page 1 – 17.7 Matters Arising

Cllr Day reported that although it had been reported at the previous meeting that the issue of flooding on Felixstowe Road Service Road had been rectified in fact a burst water main had been dealt with by Anglian Water and Suffolk County Council Highways had not resolved the problem of the flooding caused by drainage. It was agreed that the Clerk should write again to Highways reporting the issue. Cllr Patricia O'brien stated that she would discuss flooding with Suffolk County Council's Highways Manager. **Action: Clerk / Cllr Patricia O'brien**

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

Cllr P O'brien – Suffolk County Council – written report

#### **Social Care**

We are all aware of the need for social care and mental health to join together in partnership. The good news is that Norfolk and Suffolk Foundation Trust and Suffolk County Council intend to

introduce a new joint role to lead services across the county. This will enable social workers to operate as part of an integrated mental health team. The post, at director level, is to be introduced by the summer.

### Education

We are at last beginning to see improvement in Suffolk's education. Figures published on the Department for Education's website confirm that Suffolk's GCSE progress has, for the first time, risen above the national average. Suffolk is now ranked in the top half of all authorities at 55th out of 151. This is a real improvement since 2014 when Suffolk was ranked 119th for English and 108th for maths.

This is the fifth year of the "Raising the Bar" programme which aims to improve levels of educational attainment. Since the programme began in 2012, there has been a more than 20% rise in Suffolk Schools being judged 'Good' or 'Outstanding' by Ofsted.

### Police

I had an informal meeting with Tim Passmore, Police Commissioner, at which we discussed partnership working. It is understood that working in partnership with blue light services, health, district and county councils has to be the way forward in order to make the efficiencies that are needed. Partnerships and good communication is vital.

### Highways

Suffolk Highways have treated 110,671 miles of the county's road network and this is mostly carried out during the night.

I continue to flag up to transport, police and local MPs the crucial need for an emergency action plan for dealing with the traffic chaos that arises when the Orwell Bridge has to be closed and vehicles diverted thru' Ipswich.

### Locality Funding

I am very pleased to report that I have spent all 2016/17 locality funding on such projects as: speed control signs; new playground equipment; replacement church windows; notice boards; posts for war memorial; recreation barrier.

The county election will be taking place on May 4th. I shall be standing.

Cllr O'brien reported that Locality Budgets 2017/2018 would not be considered until after the Suffolk County Council elections on the 4<sup>th</sup> May. It was agreed that this item should be placed on the Parish Council's agenda for May. **Action: Clerk**

Cllr N Yeo – Suffolk Coastal District Council – written report

SCDC held its full council at the end of February where the Budget was debated at length. As you are aware, we have now set our budget for the coming financial year (2017/18), with the Suffolk Coastal portion of the Council Tax bill set to increase by 3.25%.

In real money, this equates to a rise of less than £5 for people living in a Band D property, with the Council Tax on Band D increasing by £4.95 from £152.37 to £157.32 a year.....or by less than 10p a week.

I remain very positive about the future and believe Suffolk Coastal District Council has a key role play in fostering a strong economy by helping businesses develop, driving the provision of more housing (particularly extra affordable homes) and creating new jobs in the district.

The Council has recognised the need to adopt a more commercial approach to providing services. We need to generate income from our services, if we are to keep council tax down and protect the tax payer.

No one wants to pay more for services or pay more council tax. But we are faced with dwindling financial support from central Government, so we have a difficult balancing act to ensure everyone pays their fair share to support the frontline services we provide to the community.

By being more commercial in our approach, we create the funds to be able to invest in important community projects, such as improving our leisure centres, as well as continuing to deliver our Enabling Communities agenda.

In short, there are financial challenges ahead, but we are confident we can deliver quality services, while continuing to make efficiency savings and investing in the future.

Our partnership with Waveney has already drastically reduced our staffing numbers and resulted in joint saving of over £16million since 2010. These savings have been achieved while safeguarding frontline services.

But we need to build on our success and continue to drive down costs. We are driving forward on all fronts, from the proposed merger with Waveney District Council through to moving to new, more economical offices in Melton at no cost to the tax payer.

Suffolk Coastal has an annual budget of about £12 million. About £7.7million of this comes from Council Tax. Although we collect the Council Tax (on behalf of Suffolk Coastal, the County Council, Police and Town/Parish Councils), only about 10p in the pound goes towards providing our district council services.

We are also facing a steep reduction in central Government grants. Grant income from central Government has dropped from £7.4million in 2010/11 to £600,000 in 2017/18 – and is projected to fall even further in the future.

The Council has benefited from what is called ‘incentivised income’, through New Homes Bonus and business rate retention, although there is still a projected budget gap of £2.1 million in 2018/19.

Rather than make cuts to services, Suffolk Coastal is committed to reducing its dependence on central Government grants by becoming more financially self-sufficient, through reduced spending and generating more income to make up this shortfall.

I am sorry that I have written so much about the Council Tax but I felt that you should be aware of all the reasons for the small increase.

I know that one or two of my residents have beach huts at Felixstowe and I am pleased to say that the consultation period is now over and all the data is being looked at and the results will be discussed at a Cabinet meeting in the next month or so. An annual licence will be payable by the beach huts owners for 2017/18 with an increase of 3.25% which is the same as the Council Tax rise.

The NHS has launched a community equipment amnesty across Suffolk to get people to return as much unused NHS equipment as possible during March. Anything including crutches, walking frames and mattresses, can be returned easily as part of a month-long NHS amnesty from 1 to 31 March 2017. For this ward equipment can be returned to the Ipswich Depot which is at Unit 31, Bluestem Road, Ransomes Europark, Ipswich IP3 9RR.

For those unable to drop off at collection points, Medequip will collect items for free. Contact Medequip on 01473 351805 to arrange a suitable time for collection. The Medequip collection service is available long-term, alongside its weekly openings at its depots, and not only as part of the March amnesty.

**The meeting was re-convened.**

### **31.17 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.

#### Closure of the Orwell Bridge

Once again the community was thrown into absolute chaos due to the closure of the Orwell Bridge. I haven't received Patricia's or Nicky's reports yet but I'm sure they will be updating us at the meeting.

#### Adoption of Suffolk Coastal Plan Documents

In accordance with Reg 26 of the Town and Country Planning (Local Planning) (England) Regulations 2012 you are advised that SCDC formally adopted two Local Plan documents on 26<sup>th</sup> January 2017. Copies of the plans are available on the Council's website along with a copy of the Inspector's Report, Adoption Statements and Sustainability Appraisal Reports. [www.eastsuffolk.gov.uk/local-plans/site-allocations-and-area-specific-policies](http://www.eastsuffolk.gov.uk/local-plans/site-allocations-and-area-specific-policies).

#### War Memorials Grant Scheme (UK)

The War Memorials Trust is providing grants for the repair and conservation of free-standing war memorials in England.

Grants will normally be for up to a maximum of 75% of eligible costs, with a maximum grant of £30,000. The next closing date for applications is the 31<sup>st</sup> March 2017. [www.warmemorials.org.uk](http://www.warmemorials.org.uk).

### **32.17 To approve the Parish Council's Standing Orders, Asset Register, Risk Assessment and Standard Procedures**

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

It was proposed by Cllr Watts seconded Cllr Warham that the following Standing Orders should be accepted – agreed. **Action: Clerk**

Code of Conduct

Freedom of Information

Asset Register

Grant Policy

Complaints Procedure

Financial Regulations

Internal Audit Procedure

Standing Orders

Information available from Brightwell, Foxhall & Purdis Farm Group Parish Council under the Model Publication Scheme

Risk Assessment

### **33.17 To discuss fair funding for schools in Suffolk**

The Clerk reported that Cllr Finch had requested that the above item be placed on the agenda for discussion. Unfortunately Cllr Finch was unable to attend the meeting due to work commitments therefore the item was deferred until the April 2017 meeting. **Action: Clerk/Cllr Finch**

### **34.17 To discuss the letter drafted by Cllr Day regarding the speed of Broadband in the area**

Cllr Day reported that he had received replies to the letters sent by the Clerk to BT and Broadband Suffolk however no reply had been received from Therese Coffey MP. Cllr Day reported that unfortunately due to pressure of work he had been unable to reply but would do as soon as possible. Cllr Nicky Yeo asked for details of the letter so she could follow up this matter up with Therese Coffey MP. **Action: Cllr Nicky Yeo / Clerk**

### **35.17 VAS Signs**

The Clerk reported that Cllr Finch had received notification from Suffolk County Council Highways that the posts had been erected for the VAS signs. It was agreed that Cllr Finch could order the camera as the finance for which had been agreed at a previous meeting. **Action: Clerk**

### **36.17 Planning**

The Planning Committee Chairman reported on the following planning matters.

#### a. General

The Planning Chairman reported that two applications had been received today which would be circulated to the Planning Committee.

DC/17/0777/FUL – Lorry Park Orwell Crossing Service Area Nacton – Erection of building to provide office accommodation ancillary to the use of land for truck stop.

DC/17/0855/VOC – Former Civil Service Sports Ground Foxhall – Variation of Con 2 on application. Revision if Plot 13 to include bedroom/bathroom over garage.

DC/16/3830/FUL - Three Rivers Business Centre

The Planning Chairman Cllr Watts reported that he had attended the Planning Committee regarding the above application. As a result of the meeting the application was approved. Liz Beech had sent an email to the Parish Council thanking the Parish Council and Cllr Watts for their support.

#### Sainsburys

Cllr Briggs reported that local residents were being disturbed by 24/7 lighting which had been placed under the canopy at the rear of the Sainsbury's goods inwards area. Cllr Briggs said that lighting was on all night and the bedrooms of the local houses were affected even with blinds and black out curtains. Councillors agreed that this was an environmental issue and the Clerk was requested to write to Suffolk Coastal District Council Environmental Health. Cllr Briggs was also advised to write as a local resident and to advise other local residents to write. **Action: Clerk / Cllr Briggs**

DC/17/0746/TPO – Braid House Purdis Avenue Purdis Farm – As required by OpenReach to carry out tree/branch cutting in order to allow access for essential maintenance.

Councillors discussed the above application and agreed that only essential tree work should be allowed to be carried out.

DC/17/0954/FUL – 9 Essex Way Purdis Farm – Extending the end of my garden by 2 metres.

Cllr Watts reported that an application for the extension to the garden at 9 Essex Way Purdis Farm had been logged on the Suffolk Coastal District Council website. Cllr Watts said this related to land which is thought to be currently owned by Suffolk Coastal District Council and is part of a walk way behind the properties. Parish Council to comment once the application has been received. **Action: Clerk**

DC/16/3471/FUL – Tanglewood Elmham Drive Foxhall – Proposed demolition of existing bungalow (Tanglewood) and construction of three new detached 4/5 bedroom dwellings.

Cllr Watts reported that the above application had gone to planning appeal.

#### b. Adastral Park

Cllr Newell reported that she had been invited to another meeting which she would attend with regard to the above development - site visit at Waldringfield Quarry followed by general meeting 14<sup>th</sup> March 2017.

Cllr Wells reported that he had heard that the Methodist Church had shown an interest in a place of worship being included in the plans. Cllr Newell to bring up at meeting on the 14<sup>th</sup> March 2017. **Action: Cllr Newell**

### **37.17 Finance**

#### Income

None

#### Expenditure

A J Buggs Salary and Expenses February 2017	£311.75
Local Council Public Advisory Service – Highways Training 12 <sup>th</sup> April 2017	£120.00

Cllr Warham proposed, seconded Cllr Briggs that the above expenditure is approved – all in favour.  
**Action: Clerk**

#### Appointment of Internal Auditor

The Clerk reported that the Parish Council should minute the appointment of the Internal Auditor each year. It was proposed by Cllr Watts seconded Cllr Wells that the Internal Auditor Heelis and Lodge should be appointed – agreed. **Action: Clerk**

#### **38.17 Correspondence**

- a. The Clerk reported that SALC had sent an email asking whether the Parish Council required finance for equipment to support the Transparency Code. It was agreed that the Clerk should reply asking for finance for equipment. **Action: Clerk**
- b. Letter received from Ipswich Borough Council giving notification of the adoption of the Ipswich Borough Council Local Plan – noted.
- c. Letter from Suffolk Coastal District Council (already received by email) giving notification of the adoption of the adoption of the Local Plan Documents on the 26<sup>th</sup> January 2017 – noted.
- d. Email from Inspector Roger Salmon informing the Parish Council that as from the 27<sup>th</sup> March 2017 he is being posted to the Suffolk Control Room and that Inspector Andy Pursehouse is his replacement – noted.

#### **39.17 Meetings attended by councillors / clerk**

- a. Cllr Day reported that he had attended a meeting on the 1<sup>st</sup> February Strategic Policy Infrastructure Framework (SPIF) organised by Suffolk Coastal District Council jointly with Suffolk Chamber of Commerce. The object of this meeting is to gathered businesses together to talk to planning with a view to identifying how to develop Suffolk.

#### **40.17 Members questions to the Chairman**

- a. Cllr Newell reported that she had reported fly tipping in Monument Farm Lane.
- b. Cllr Lawrence reported that the pub Shepherd & Dog had changed its name to Miller and Carter Steak House and suggested that the Asset Register be amended to reflect this change in name. **Action: Clerk**
- c. Councillors reported that they were finding it difficult to put Planning Documents through Cllr Finch's door. It was agreed that the Clerk should telephone Cllr Finch to discuss. **Action: Clerk**

#### **41.17 Date of next meeting**

Wednesday, 12<sup>th</sup> April 2017

**The Chairman closed the meeting at 9.20 pm.**

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

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