

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

### **Minutes**

Of the Parish Council Meeting held at Trinity Park at 7.30 pm on Wednesday, 14<sup>th</sup> February 2018

#### **Present**

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

#### **18.18 Apologies for absence**

None

#### **19.18 Declaration of interest**

None

#### **20.18 Minutes**

The minutes of the Parish Council Meeting held on the 10<sup>th</sup> January 2018 were approved as being a true record.

#### **21.18 Matters arising from the minutes**

No matters arising from the minutes. All items included in the agenda.

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

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

Budget time is once again upon us.

At the time of writing this report, Full Council have yet to meet to agree the budget proposal. The budget requirement for 2018/19 is £443,348,685. The budget is designed to enable the council to continue to manage the financial challenges that face the public sector, and, local government in particular. Savings of £23.9m have been identified and the council's transformation programmes, that will change the basis of service provision, will be key in helping deliver these savings. Working with partners is fundamental to the effective and efficient delivery of services.

Cabinet met on January 23rd and agreed to recommend to Full Council, due to meet February 8th, that an increase of 2.99% be levied so that Band D council tax for County Services becomes

£1,161.90 and a 2% increase in Adult Social Care precept, in line with govt. expectations- means Band D to £80.64. ( see table below).

I hope this is helpful.

Table 6: Recommended Council Tax 2018-19

	<b>General Council Tax</b>	<b>Social Care Precept</b>
<b>Band</b>	<b>£</b>	<b>£</b>
<b>A</b>	<b>774.60</b>	<b>53.76</b>
<b>B</b>	<b>903.70</b>	<b>62.72</b>
<b>C</b>	<b>1,032.80</b>	<b>71.68</b>
<b>D</b>	<b>1,161.90</b>	<b>80.64</b>
<b>E</b>	<b>1,420.10</b>	<b>98.56</b>
<b>F</b>	<b>1,678.30</b>	<b>116.48</b>
<b>G</b>	<b>1,936.50</b>	<b>134.40</b>
<b>H</b>	<b>2,323.80</b>	<b>161.28</b>

I chaired the Police and Crime Panel that considered the Police & Crime Commissioner's proposed 2018/19 precept for policing in Suffolk.

Two options were proposed: Option 1- increase in council tax by less than 2%. Option 2- increase in council tax by 6.8%. (equating to £12. Per annum for band D property).

Agreement to implement Option 1 would present significant operational and financial challenges for the Constabulary. Agreement to Option 2 would provide the necessary funding to: Maintain police visibility on county roads; improve police capability to combat drug misuse; improve emergency response; enhance effectiveness of Safer Neighbourhood Teams; maintain financial viability.

The Panel questioned the PCC most vigorously, particularly on the role of partners in delivering funding and service.

The Panel unanimously agreed Option 2.

Suffolk is achieving in education.

63.1% of students in the county are achieving the expected standard in English and Maths and Suffolk has closed the gap to national to less than 1%. Suffolk has also risen by 26 places in national league tables for this measure, to 83rd out of 151 authorities. The county has risen 5 places in national rankings for the percentage of students achieving the English Baccalaureate.

A Level pupils have once again performed well with the General Applied entry and Tech Level entries remaining above the national average figures.

A consultation is taking place regarding school and post 16 travel. The consultation closes 28th February. Suffolk is spending £21ml a year in getting children to and from school. If we do not take action costs will continue to rise, particularly with the growth in new housing. This is something we cannot afford.

Discussions took place over the lack of a police presence in the area. Cllr Patricia O'Brien agreed to ask Tim Passmore Police and Crime Commissioner to attend the Annual Parish Council Meeting on Wednesday, 9<sup>th</sup> May 2018 at 7.00 pm. **Action: Cllr O'Brien / Clerk**

Cllr N Yeo – Suffolk Coastal District Council

I am now back from my holiday and was feeling refreshed until I returned to work and then had a Task Force Development Group meeting the same day.

I am pleased to say that the application for the repair of the Foxhall sign is going through and perhaps you may have heard more than I have as to when the money will be forthcoming.

During my holiday I was in touch with Trevor Barber and have agreed to give him £2,000 towards the costs of the work for Brightwell Church and will send him the ECB application form in due course.

Regarding the Council once again, I can report a very positive financial performance for 2016/17 in respect of the General Fund, Reserves, the Capital Programme and the Collection Fund.

Through careful and effective budget management the Council delivered savings and achieved additional income, which helped to meet spending pressures and reduction in Government Grant. The Council increased its General Fund balance by £74k, to £4.194m, maintaining a prudent level of around 3%-5% of gross expenditure. The Council was able to increase its Earmarked Reserves by £8.571m. £6.676m of this was to the Business Rate Equalisation Reserve. This was due to rates income above the Governments baseline and a one-off transfer of a surplus from a prior year reduction in the appeals provision. The Capital Programme expenditure for 2016/17 was £4.096m, funded from external grants and contributions, capital receipts and capital reserve. The Council did not enter into any borrowing in 2016/17 to finance its capital expenditure and consequently remains debt free.

The final outturn position is subject to the audit of the Statement of Accounts. The audited Statement of Accounts will be submitted for approval to full Council in September 2017.

Sadly I was away during the Armed Forces weekend which was hosted by Suffolk Coastal District Council but I have heard from my fellow District Councillors that it was well attended and it was well worth all the hard work and effort that was put in to it by the organisers. Especially worth watching was the re-enactment of the Battle of Landguard Fort which I understand the English were victorious once again.

I have also been informed that tickets are now available for the Suffolk Coast Forum Conference 2017.

The event at Trinity Park, Ipswich, on Friday, 6 October, is the 6th annual community conference being staged by the Suffolk Coast Forum.

This year's conference focuses on valuing our coast. It aims to bring together the reasons why the coast is so important to our communities, our businesses, our economy, culture and heritage, as well as our environment.

The speakers and workshops will put forward the compelling case for building the future of our coast through planning, investment and management – outlining the many innovative ways in which this can and is being done here and elsewhere.

The conference is free of charge. However, we would recommend booking your place early at: [www.eventbrite.co.uk/e/suffolk-coast-and-estuaries-community-conference-2017tickets-26964786402](http://www.eventbrite.co.uk/e/suffolk-coast-and-estuaries-community-conference-2017tickets-26964786402)

Before I went away on holiday I attended my first engagement in my role as Vice Chairman of the Council which was to visit Sutton who were holding a Flower Show. My daughter, Saskia, was my plus one and we had a lovely time looking at the beautiful displays.

The next full Council is on Thursday 27 July and I am sure that I will be able to report some more information when next we meet in September.

**The meeting was re-convened.**

### **22.18 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.

#### Website Upgrade

The website has now been upgraded and although there have been a few issues identified it appears to be working well. I am still in the process of learning how to update our site.

#### Email from Patricia O'Brien re Changes to Warren Heath Road

The Cabinet member for Ipswich has been asked by the residents of Warren Heath Rd, as part of the improvements to St Augustine's roundabout, whether the entry from Felixstowe Rd to Warren Heath Road, in bound into Ipswich, could be made No Right Turn or No Entry.

This is the response from Cabinet member:

At the moment the engineers are working up the possibilities. In a nut shell the options are:

1. Make the turning into Warren Heath Road from Felixstowe Road a no entry.
2. Make the turning into Warren Heath Road from Felixstowe Road a no right turn (leaving the left turn into WHR)
3. A right turn restriction coming out of Warren Heath Road onto Felixstowe Road
4. No change

Any change would be carried out as part of the work to Felixstowe Road and St Augustine's roundabout that is being carried out in work that starts the first week of June after the Suffolk Show.

No change to the access from Bucklesham Road/Warren Heath Road is proposed.

#### Councillors Register of Interest

The website for councillors to register their interests has been decommissioned awaiting a new website. If any councillors need to make a change to their register of interests please let me know and I will give you a hardcopy to complete which I will then forward to SCDC. Please be aware that

although the website is currently unavailable it does not mean that if you have a change to your circumstances you do not need to declare it.

#### Audit Update

Councils will receive the Annual Return at the usual time.

Those authorities that are £25,000 or less will have to declare it is exempt.

However, you will still have the internal audit, agree the Annual Return and then publish it on your website/noticeboard. As a Council you will pick the 14 days when Public Notice will be given and advertise accordingly (as usual).

Questions to the Auditor, will be directed to the external auditor for your County.

There will be no fee for authorities with a turn over of £25,000 or less, subject to ' An authority with neither income nor expenditure exceeding £25,000 that is **not** able to certify that it is an exempt authority as it does not meet the qualifying criteria, or if the authority wishes to have a limited assurance review by the external auditor, then the fee payable will be £200.

#### Data Protection Regime

With regard to the Data Protection Officer, the Information Commissioner has stated that this role can be carried out by a member of staff ie Clerk or RFO. This advice has been backed up by SLCC who have also spoken to the ICO.

#### Bird Flu

Defra are warning members of the public to be vigilant as there have been cases of Bird Flu in different parts of the country. If you have 'backyard' flocks of birds that become unwell or you find dead wild birds you should report this to Defra.

#### **23.18 Straight Road Classification**

The Clerk reported that although David Chenery Suffolk County Council Highways Manager had been requested by both the Clerk and Cllr Patricia O'brien to attend a site meeting with Cllr Day regarding Straight Road he had still not agreed to a meeting. Following discussion, the Clerk was asked to write to the Chief Executive of Suffolk County Council stating that despite a number of requests David Chenery had still not agreed to meet the Parish Council to discuss a 30 mph speed limit on Straight Road. **Action: Clerk**

#### **24.18 Data Protection – ICO**

The Clerk reported that although she had contacted Jayne Cole at Local Council Public Advisory Service currently no courses are being delivered. The Clerk also reported that she had produced a document based on LCPA guidelines which had been circulated to councillors. The Clerk stated that ICO had set up a website designed for Parish Councils which included a tick list and self-assessment tool as to what needs to be carried out by Parish Councils before the new legislation is in place and that based on this information she would be carrying out an audit of information held by the Parish Council. The cost of registering with ICO is £35.00 however they do not accept cheques and the council would have to register on line using a payment card. Following discussion Cllr Warham

proposed, seconded Cllr Day that the Clerk register for ICO and that the cost of the registration could be reclaimed by the Parish Council – all in favour. **Action: Clerk**

#### **25.18 Bus Shelter – Bucklesham Road**

Cllr Walters reported that the siting of the bus shelter would be put before the Golf Club Committee at the beginning of April 2018. It is hoped that the bus shelter will be sited at the east end of the site and that if agreement can be reached with the Golf Club a letter of agreement will be sent to the Parish Council. Cllr Walters reported that he had spoken to Simon Barnett at Suffolk County Council regarding the latest position concerning the siting of the bus shelter. **Action: Cllr Walters**

#### **26.18 Parking Entrance to Foxglove Crescent**

Cllr Watts reported that the vehicles at the entrance to Foxglove Crescent have been removed except for one which is always parked in the same position, so this problem appears to have been resolved.

Councillors discussed the problem of vehicles being parked on the grass verge by the junction of Foxglove Crescent and Essex Way. It was also reported that a vehicular access had been created at 2 Woodrush Road. The kerb is dropped at this point, but this is a dropped kerb for pedestrians, prams, wheelchairs etc. The Clerk was asked to write to Suffolk County Council Highways concerning this matter. **Action: Clerk**

#### **27.18 School Transport**

Cllr Newell gave a comprehensive report on the school transport proposals being made by Suffolk County Council and encouraged councillors to make their views known on [www.schooltravel@suffolk.gov.uk](mailto:www.schooltravel@suffolk.gov.uk). **Action: All Councillors**

#### **28.18 New Councillors**

Cllr Day said that with the additional housing in the parishes that maybe it was time to start to recruit new councillors. It was agreed that this item should be placed on the next agenda for further discussion. **Action: Clerk**

#### **29.18 Request for financial support from Bucklesham & Foxhall Village Hall Committee**

The Clerk reported that a request had been received from Bucklesham & Foxhall Village Hall Committee for financial support for the village which had been circulated to all councillors. Following discussions Cllr Warham proposed, seconded Cllr Finch that the Parish Council were not able to offer financial support to the village hall – all in favour.

#### **30.18 Planning**

The Parish Council discussed the following planning matters.

[DC/18/0347/FUL Part Side Garden Malverton Elmham Drive Foxhall](#)

The Parish Council has not objected to the application.

[DC/17/5145/FUL Peelar Elmham Drive Foxhall](#)

This application has been refused by Suffolk Coastal District Council.

DC/18/0079/FUL Purdis Rise Purdis Farm

Cllr Watts reported that the above application to build 4 houses had received lots of objections from local residents and the Parish Council have also objected to the application.

Waldringfield Golf Club

Cllr Watts reported that the time for comments on the above application has been extended until the 27<sup>th</sup> February. The Suffolk County Council Highways have objected strongly to the application. Cllr Watts stated that he would be writing an objection to the application. **Action: Cllr Watts / Clerk**

**31.18 Finance**

Income

None

Expenditure

A J Buggs Salary and Expenses January 2018 £295.62

Cllr Warham, seconded Cllr Newell that the above expenditure is approved – all in favour.

**32.18 Correspondence**

None

**33.18 Meetings attended by councillors / clerk**

- a. Cllr Newell gave a report on the recent meeting she had attended at Waldringfield Quarry Liaison Committee meeting.

**34.18 Members questions to the Chairman**

None

**35.18 Date of next meeting**

Wednesday, 14<sup>th</sup> March 2018

**The Chairman closed the meeting at 21.30**

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

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