

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

### **Minutes**

Of the Annual Parish Council Meeting held at Trinity Park at 7.30 pm on Wednesday, 23<sup>rd</sup> May 2018

Present

Cllr E Warham – Chairman

Cllr A Day

Cllr G Watts

Cllr A Wells

Cllr E Lawrence

Cllr B Newell

Cllr A Finch

Cllr R Walters

Cllr N Yeo – Suffolk Coastal District Council

Cllr P O'brien – Suffolk County Council

Mrs Angie Buggs – Clerk

2 members of the public

#### **66.18 Election of Chairman**

Cllr Warham asked for nominations for the office of Chairman of the Parish Council. Cllr Alan proposed that Cllr Warham be elected as Chairman, seconded Cllr Lawrence – all in favour. As there were no other nominations, Cllr Warham was duly elected.

#### **67.18 Declaration of acceptance of office**

Cllr Warham signed her Acceptance of Office form, countersigned by Mrs A J Buggs Clerk

#### **68.18 Election of Vice Chairman**

Cllr Warham asked for nominations for the office of Vice Chairman. Cllr Day proposed Cllr Lawrence, seconded Cllr Watts – all in favour. Cllr Lawrence accepted the position of Vice Chairman.

#### **69.18 Apologies for absence**

None

#### **70.18 To receive Members' declaration of interest**

None

#### **71.18 Minutes**

The minutes of the Parish Council Meeting held on the 11<sup>th</sup> April 2018 were approved as being a true record.

#### **72.18 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

We are all aware that we are in a time of change, not just locally but nationally, globally and I have continued to report, over the past year, the changes that are taking place within the county council services.

Local authorities, across the country, continue to face significant challenges to meet front line service requirements. Suffolk is no exception. One of the most significant ways SCC has adopted, to gain savings, is to work in partnership with other authorities and organisations. Having sufficient resources to deliver frontline services in a climate where there is less money, remains a challenge, thus change is inevitable.

Savings from 'blue light' ie police and ambulance services, through collaboration, is working most effectively.

Making the best use of property by sharing buildings with public sector partners.

Use of digital technology.

Efficiencies within Trading Standards and Health and Safety are being pursued.

Drone technology is being used as part of a multi-agency Air Support Unit by Suffolk Fire & Rescue Service, Suffolk Constabulary, Suffolk County Council and Suffolk Lowland Search and Rescue. Drones provide aerial surveillance options to support emergency services and voluntary organisations across a range of incidents.

County elections took place in May 2017 and the Conservatives gained a considerable majority; 52 Conservative councillors out of a total of 75. I was re-elected for Martlesham Division gaining 2,542 votes with a majority of 2,084. Training of new councillors took place together with placement on committees and outside bodies.

SCC agreed to a council tax rise of 4.99% - 2.99% for County Services and 2% increase in Adult Social Care precept. Savings in the region of £23.9m have been identified. The council's transformation programmes, that will change the basis of service provision, will be key to delivering these savings. Working with partners is fundamental to the effective and efficient delivery of services. Leadership and organisation are key.

SCCs efforts, to raise standards in education, are producing results. The 'Raising the Bar' programme has led to more students achieving the expected standard in English and Maths. 87% of Suffolk schools have been judged 'Good' or 'Outstanding' by Ofsted, an increase of 12% from 2015. Suffolk has risen 26 places in national league tables (83rd out of 151). – We still have a way to go.

Suffolk CC Highways have been re-structured, as of September 2017, and a new Highways Senior Leadership Team have set in train the transformation programme. Staffing levels have been reduced and new ways of working introduced. The good news is that government has given a funding boost to Suffolk Highways of £2.5m for pot hole repairs. This comes as a welcome relief in the wake of the recent bad weather and Highways are bringing in additional gangs to tackle, first the major roads and then the minor.

The consultation into home to school transport has ended and analysis is taking place. £21ml is spent per year on school transport and during the past two years SCC has managed to save £2.6ml from its school and post 16 travel. However, despite this, the budget is overspent by £3ml. A report will be coming to Cabinet in June.

The recent meeting of the Police & Crime Panel, which I chair, had considerable publicity. The main issue was the visibility of the police. It is acknowledged that the public would like to see more police, especially in rural areas, but the days of 'bobbies on the beat' are no longer possible due to limited finance and an increase in 'hidden crime' such as cybercrime and domestic violence. The Panel recommended that there is greater effort to communicate more widely through social media and other channels.

After many years of objection to 2,000 houses at Adastral Park SCDC gave the go ahead at a meeting where I was permitted 1min 30secs to 'sum up' my final view! I was totally disgusted with SCDC's lack of consideration for the views of myself and the people I represent.

Finally, SCC has engaged Republica, an analytical firm that will look at the best way for Suffolk to deliver public services; either through a unitary authority (eg Buckinghamshire) or a 2 tier unitary (Dorset).

The above consultation has been postponed.

A new leader was chosen on 11th May and will officially take office at the next Full Council meeting on 24th May.

Cllr N Yeo – Suffolk Coastal District Council

How quickly has this year flown by, it seems it was yesterday I was attending the 2017 Annual Meeting.

Last May I was elected Vice Chairman of the Council by my fellow Councillors which has been a great honour and wearing my badge I have attended several events all over the County of Suffolk representing Suffolk Coastal District Council.

Memorable visits were the two Remembrance Sunday services, one in the Rose Garden at the Cathedral in Bury St Edmunds and the other by the Cenotaph in Aldeburgh. Both were very moving and quite different services.

In fact tomorrow if all goes well I shall be voted in as the last Chairman of Suffolk Coastal District Council, a post which I am most honoured to fill and my theme for the year, apart from promoting the work of the Council, is to help disadvantaged youngsters and the elderly and to try and find ways in which both age groups can come together and each benefit from the meetings. Also it will go down in the history books as the last Chairman who is female in the Year of the Woman, which shows that women do have a place in local government.

This year has been quite challenging for SCDC in that there has been so much preparation for the merger with Waveney District Council which has now had its reading in the House of Commons and, hopefully, with no setbacks will be in place for the District Council elections in May 2019.

I was a member of the Working Party and even though I desperately fought for our Ward to be placed with Levington and The Trimleys in Option 5 myself and a couple of other Councillors were

outvoted, and Option 6 has gone before the Boundary Commission. In Option 6 Nacton is split from the rest of the ward and goes with Levington and The Trimleys whilst Foxhall Brightwell & Foxhall along with Waldringfield are with Martlesham. There will be a public consultation beginning in July and if you wish to vote for Option 5 please do so. I believe that Parish Councils are invited on Friday 22 June between 5 pm and 7 pm to attend the SCDC offices to have a look at the Options. I will be there as well.

Over the past year I have helped my residents with various problems with regard to parking issues, a derelict caravan being removed and most importantly planning applications.

The Orwell Truck Stop outline planning application came before the planning committee last Thursday and Adrian Day, Graeme Watts and I all spoke in quite strong words how the community felt about this particular development. In support of us was Network Rail and after the hearing I had a long and interesting discussion with them. The three of us told the planning committee that we accepted that the land was employment land, but this was the wrong development for this site. The outline planning consent was passed with a few objections and one abstention, but the Chairman has insisted that each individual application to come through for each unit must go to the committee and to be looked at very closely. This will give the community and Parish Council another opportunity to block anything which we feel is detrimental to the area and residents.

With the Community Enabling Budget which I receive as a District Councillor I have spent the £6,500 equally between the two Parish Councils. Unfortunately, I ran out of money so Brightwell Church could only receive a small percentage of the £1,200 I had promised them but I am pleased to say that last week they received the outstanding amount and I hope to go to their Flower Show next month where I shall have the chance to inspect the restoration work carried out.

Thank you all for being such a helpful and supportive Parish Council during this past year and I have enjoyed working with you all. I intend to stand next year, if selected, and continue to represent this section of the community as best I can.

Open Forum

A member of the public stated that the VAS equipment had not moved position since its installation last year. Cllr Finch stated that the equipment had been moved and that when it was moved outside of the golf club there had been issues and it had been removed. Cllr Finch reported that he would present his report on the VAS sign on Item 12 of the agenda. A member of the public stated that he was concerned about a 'dip in the road' at the entrance to the golf club which he believed was caused by subsidence. It was agreed that the Clerk should report this issue to Suffolk County Council Highways. **Action: Clerk**

**The meeting was re-convened.**

### **73.18 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.

Confirmed Times/Dates of Public and On Tour Events held by PCC Tim Passmore and Chief Constable

**Public Meetings 7.00 – 8.30 pm**

Thursday, 10 <sup>th</sup> May	Ipswich	Nansen Road Baptist Church Nansen Road Ipswich IP3 9HN
Thursday, 24 <sup>th</sup> May	Forest Heath	Brandon House Hotel High Street Brandon IP27 0AX
Thursday, 7 <sup>th</sup> June	Suffolk Coastal	Town Hall Felixstowe IP11 5DN
Wed 20 <sup>th</sup> June	Babergh	Hadleigh Town Hall Hadleigh IP7 5DN
Monday 9 <sup>th</sup> July	Waveney	Wherry Hotel Bridge Road Oulton Broad Lowestoft
Wed 12 <sup>th</sup> July	St Eds	Newbury Comm Centre St Olaves Road Bury IP32 6RW

### **On Tour Events – 11.30 am – 1.30 pm**

Monday 6 <sup>th</sup> August	Eye	Town Hall Broad Street IP23 7AF
Tuesday 7 <sup>th</sup> August	Newmarket	High Street junction with Palace Street CB8 8NB
Thursday 9 <sup>th</sup> August	Sudbury	Market Hill CO10 2EA
Friday 10 <sup>th</sup> August	Beccles	Sheepgate NR34 9HQ
Wed 15 <sup>th</sup> August	Ipswich	Giles Circus Princes Street IP1 1PN
Thursday 16 <sup>th</sup> August	Woodbridge	The Thoroughfare IP12 1AQ
Friday 17 <sup>th</sup> August	Haverhill	Market Hill CB9 8AA

Briefing on the Future of Localism

Message from Jayne Cole Local Council Public Advisory Service

We have had a very interesting briefing in from the LGiU which I am passing on for your interest.

The briefing is about a report from the Commission on the Future of Localism and it has recognised the part of the Parish and Town Council's play within Communities.

It also acknowledges that many Parish and Town Councils are frustrated by the bureaucracy of government and principle authorities including the lack of real devolved powers.

The recommendations regarding Parish and Town Councils are as below (for the purpose of the report named as institutions).

The report challenges whether the Government have the will to tackle the democratic deficit and allow changes to legislation and powers in line with the spirit of localism.

The report recommends:

- Extending the powers of neighbourhood forums (in on parished areas) beyond neighbourhood planning, to include shaping local spending priorities and public services.
- Making it easier to establish parish councils, with powers to challenge when blocked by principal authorities.
- Commitment from local authorities to strengthening and supporting neighbourhood institutions and devolving budgets as well as responsibilities.
- Supporting community ownership of assets.

### **Summary**

This briefing looks at the report from the Commission on the Future of Localism. It summaries the report's findings and recommendations on the following themes:

- The sources of, and barriers to, community power.

- Institutions and governance structures.
- Power (the Community Rights established by the Localism Act).
- Relationships between communities and public authorities, and the relationship to place.
- Capacity and how to build it.

The briefing will be of interest to members and officers working on community development and engagement, as well as anyone interested in devolutions and the localism agenda.

Housing Minister announces homes boost for rural families

Message from Jayne Cole Local Council Public Advisory Service:

LCPAS Note: Many Councils have contacted us recently about the increase in agricultural buildings planning applications, change of use and permitted developments. The Government are now extending Permitted Rights to increase the number of dwellings for 3 to 5 through conversions.

Rural communities will be given more options to convert agricultural buildings into family homes to better meet local housing needs through planning rule changes, announced Housing Minister Dominic Raab.

Changes to permitted development rights will mean up to 5 new homes can be created from existing agricultural buildings on a farm rather than the maximum of 3 currently permitted.

Currently several hundred new homes each year are created through conversions of agricultural buildings, and these changes are expected to boost these numbers further.

The changes will help communities make the best use of existing buildings to help meet local housing needs more efficiently, while at the same time ensuring they remain in keeping with the character of the area and safeguard people's privacy.

Government is also giving applicants an extra year to convert further storage and distribution buildings into new homes that will help relieve local housing pressures.

[https://www.gov.uk/government/news/housing-minister-announces-homes-boost-for-rural-families.](https://www.gov.uk/government/news/housing-minister-announces-homes-boost-for-rural-families)

#### **74.18 Data Protection – ICO**

##### a. Appointment of Data Protection Officer

Following discussion Cllr Day proposed, seconded Cllr Warham that the Clerk/RFO Mrs Angie Buggs be appointed as the Data Protection Officer for Brightwell Foxhall & Purdis Farm Group Parish Council. **Action: Clerk**

##### b. Approval of data protection documents (previously circulated)

Cllr Day reported that he had met with the Clerk since the last meeting and they had produced a set of documents which they believe fulfils the criteria for the Data Protection – ICO regulations. Cllr Day proposed that the Parish Council accept the Data Protection documents (already circulated to all councillors) in their present format and amend if necessary in the future – agreed. **Action: Clerk / Cllr Day**

### **75.18 Bus Shelter – Bucklesham Road**

Cllr Walters reported that he had a site meeting on the 22<sup>nd</sup> May with the Chairman and new Secretary of the Golf Club and they have agreed the siting of the bus shelter which they believe is on land owned by Ipswich Golf Club and they are happy to put the suggestion to their committee. An agreement will need to be drawn up by their solicitor stating that if, in the future, the Golf Club were given planning permission to build on land including the land where the bus shelter will be sited that Parish Council would be asked to remove the bus shelter. Following discussion, it was agreed to investigate the possibility of siting the Parish Council notice board inside the bus shelter. The Golf Club have also agreed for the pole for the VAS sign could be reinstated. **Action: Cllr Walters**

### **76.18 VAS Equipment**

Cllr Finch presented a full report on the figures which have been collected from data stored on the VAS sign. The Chairman Cllr Warham thanked Cllr Finch for all his hard work in siting the sign and analysing the data. A copy of the full report is attached to the Parish Council minutes which would also be available on the website. Following discussion, it was agreed that Cllr Finch should contact the police (Sgt Peter Street) to discuss police speed monitors positioned when the data shows the most traffic speeding. **Action: Cllr Finch**

### **77.18 To discuss the CIL receipts allocated to Foxhall because of the Straight Road development**

The Clerk reported that the Parish Council had received £2,076.51 CIL receipts as a result of the development in Straight Road. The Parish Council discussed various options for the use of the money which included signage at the Felixstowe Road/Straight Road corner, trees behind the houses which back on to Routs Farm and the possibility of renovating the tennis courts adjacent to the new Straight Road housing development. It was agreed that this item would be placed on the agenda for the next meeting and in the meantime the Clerk should contact Suffolk County Council Highways to request an estimated cost for placing a sign on the Felixstowe Road. **Action: Clerk**

### **78.18 Planning**

Cllr Watts said that the receipt of new planning applications had been quiet recently. There are only two outstanding applications at the moment; Monument Farm and Takeaway Restaurant at Orwell Crossing. The Parish Council had not objected to either application although a member of the public had objected to the Takeaway Restaurant at Orwell Crossing on the grounds of a nuisance caused by lighting.

#### Orwell Crossing Industrial Estate

Cllr Watts stated that Cllr Day, Cllr Nicky Yeo and himself had attended the Planning Committee Meeting at Suffolk Coastal District and gave a full report on the proceedings.

### **79.18 Finance**

Income	
CIL Receipt from SCDC	£2,076.51
Precept 1 <sup>st</sup> Payment	£3,750.00
Expenditure	
A J Buggs Salary and Expenses April 2018	£328.66

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

**80.18 To receive the accounts for the year 2017/2018**

The Clerk had previously distributed a copy of the year-end accounts to each councillor and presented the accounts for 2017/2018 to the meeting. It was proposed by Cllr Warham seconded Cllr Newell that the year-end accounts 2017/2018 be accepted - all in favour.

**Section 1 – Annual Governance Statement 2017/2018**

The Clerk outlined the responsibility of Brightwell Foxhall & Purdis Farm Group Parish Council to ensure that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. It was proposed by Cllr Wells seconded Cllr Day that the Chairman signs Section 1 – Annual Governance Statement 2017/2018 on behalf of Brightwell Foxhall & Purdis Farm Group Parish Council – all in favour. Action: Clerk

**Section 2 – Accounting Statements 2017/2018**

The Clerk outlined the responsibility of Brightwell Foxhall & Purdis Farm Group Parish Council to ensure that the Annual Governance and Accountability Return presents the financial position of the Parish Council for the year ended 31st March 2018. It was proposed by Cllr Finch seconded Cllr Day that the Chairman signs Section 2 – Accounting Statements 2017/2018 on behalf of Brightwell Foxhall & Purdis Farm Group Parish Council – all in favour. Action: Clerk

**81.18 Correspondence**

None

**82.18 Meetings attended by councillors / clerk**

None

**83.18 Members questions to the Chairman**

- a. Cllr Finch reported the sad news of the recent death of Bob Brander and Bruce Davis. Both Bob and Bruce had represented the community on the Parish Council. It was agreed that the Clerk should send condolence cards to both families. **Action: Clerk**

**84.18 Date of next meeting**

**Parish Council Meeting 7.30 pm Wednesday, 13<sup>th</sup> June 2018**

**The Chairman closed the meeting at 9.35 pm**

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

Angie Buggs

Clerk to Brightwell, Foxhall & Purdis Farm Group Parish Council