

## BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL

### Minutes

Of the Parish Council Meeting held at Trinity Park, Felixstowe Road at 7.30 pm on Wednesday, 11<sup>th</sup> December 2019

Present

Cllr E Warham – Chairman

Cllr G Watts

Cllr B Newell

Cllr A Finch

Cllr P Edmunds

Cllr E Lawrence

Cllr A Day

Mrs Angie Buggs – Clerk

Cllr Chris Blundell – East Suffolk Council

Cllr Patricia O’Brien – Suffolk County Council

1 member of the public

#### **167.19 Apologies for absence**

Apologies for absence were received from Cllr R Walters (previously approved), Cllr A Wells and Cllr Patricia O’Brien (Suffolk County Council).

#### **168.19 To receive Members’ declaration of interest**

None

#### **169.19 Minutes**

The minutes of the Parish Council Meeting held on the 13<sup>th</sup> November 2019 were approved as being a true record.

#### **170.19 Matters arising from the minutes**

##### 157.19 To discuss the repair of the Parish Council Notice Boards

The Clerk reported that she had received information from the manufacturers of the Notice Board suggesting methods of repair and if they were not successful, they would provide board to go over the existing board. Cllr E Lawrence agreed to try the methods suggested. **Action: Cllr E Lawrence**

##### 160.19 To discuss the repairs to Brightwell Village Sign

The Clerk reported that she had received a quotation from Richard Berry for the work carried out on the Brightwell Village Sign which she presented to the Parish Council.

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

Cllr P O’Brien – Suffolk County Council

Domestic abuse has become a major priority throughout the country and on 25 November, the annual White Ribbon Campaign to stop domestic violence was launched. The campaign runs until 10 December 2019.

By wearing a white ribbon, supporters can make it clear that domestic violence and abuse against women should never be condoned.

Paddy and Scott's Coffee have teamed up with a range of partners, including Suffolk Constabulary and Suffolk County Council, to support this year's campaign.

Reporting domestic violence incidents to Suffolk police has increased over several years with more than 10,000 reports of domestic abuse over the past 12 months.

Victims of domestic violence and abuse can call the 24-hour National Domestic Violence Freephone Helpline 0808 2000 247

From the end of January 2020, the long-delayed transfer of civil parking enforcement from the police to the local authorities is expected to take place.

Parking fines will be the same across the whole of Suffolk from early next year, when stronger enforcement is set to take place.

This means each council will be responsible for issuing parking fines, warnings and notices in their area. It is expected that once the powers transfer councils will be able to crackdown harder, than the police, on poor parking. A consistent approach is being planned for the whole county, meaning fines will be the same, regardless of which authority manages parking in that area.

The Stars of Suffolk Awards held on 7 November 2019 was launched 12 years ago and honours the county's bravest, dedicated and caring individuals.

Hundreds of nominations were put forward, before the final 46 men, women, organisations were selected as finalists in the 13 categories.

A review is taking place into the implementation of the new school travel policy.

The review, which is being headed up by Chief Fire Officer Mark Hardingham, will be delivered in two phases. In phase one the group will analyse a wide range of evidence from stakeholders using various approaches including: data analysis, document research, appeals evidence and outcomes, stakeholder group discussions, written statements and one-to-one interviews. The findings will then be put together in a report.

In the second phase, the report will be reviewed. This may well lead to further work on changes to the implementation of the current School Travel Policy, or to elements of the Policy itself to ensure it operates more efficiently.

Cllr C Blundell – East Suffolk Council

#### An update: East Suffolk Council's new business plan

Work is to continue on the new strategic plan for East Suffolk Council following the Hothouse sessions at BT Adastral Park.

Back in October, East Suffolk staff and councillors together helped to develop and deliver a brand-new strategic plan using the "Hothouse" facilities at BT Adastral Park. The innovative BT Hothouse concept created a unique environment where, council colleagues with knowledge and skills across a

broad spectrum could dedicate time solely to developing a new business plan. 88 East Suffolk colleagues from a range of different teams and levels put their minds, knowhow and enthusiasm into exploring ideas, aims and objectives covering five identified themes:

- The Environment
- Digital Transformation
- Economic Growth
- Enabling Communities
- Financial Sustainability

After three days of intense planning, discussion and teamwork – eight teams presented their ideas to the judging panel, led by the Leader of the Council and Chief Executive. Work is currently taking place to create a new strategic plan from the ideas generated from the Hothouse.

### Quality of Place Awards

The evening of 20 November saw the celebration of East Suffolk Council's annual Quality of Place Awards. The award was initiated by the previous Suffolk Coastal District Council authority in 2010 to recognise and encourage an interest in the quality of the built and natural environment of our district. It promotes an awareness of the need for high standards in all forms of design, including planning, architecture, sustainable development and landscaping and community involvement. With the formation of the new East Suffolk Council, the Quality of Place Awards were extended across the whole East Suffolk District Council Area.

Nominations were judged on quality of design and detailing, quality of workmanship, use of materials and sustainability.

East Suffolk Council's Planning Teams received an honourable mention and praise from several of the winners for providing support and advice during their projects.

The winners of this year's Quality of Place Awards are:

#### **Design Award - joint winners**

- 71 Kirkley Run, Lowestoft: designed by Roger Norfolk and Rae Carr; architectural technician - Andrew Middleton.
- The Listening Station and the Watch Room, Reydon: Beech Architects Ltd; structural engineer - Frith Blake Consulting; contractor - Mr & Mrs Jones.

#### **Design Award - Highly Commended**

- Lord's Terrace and Sole Bay Terrace, Southwold: CMP Architects; owner - Equity Estates Home Ltd; contractor - Barnes Construction; structural engineer - JP Chick & Partners; landscape architect - Luke Broome; planning consultant - LanPro.
- Prospect Place, Framlingham; developers - Hopkins Homes.

#### **Building Conservation Award**

- Sibton Abbey: architect - Tim Buxbaum; contractor - R&J Hogg; owners - The Sibton Abbey Estate; partners - Historic England and Natural England; structural engineer - Stuart

Armitage, The Morton Partnership; archaeological recording - David Gill, Suffolk County Council

### **Landscape Award**

- Sutton Hoo: owners – National Trust; architects - Nissen Richards; main contractor - Vinci Construction; ship and sculpture viewing tower - SH Engineering.

### **Community Award**

- Kelsale Signpost Restoration: engineers - Pegg & Sons; project manager - Tim Roberts; assembly - Archie Finbow

### Civil Parking Enforcement in Suffolk

Preparations for the rollout of Civil Parking Enforcement (CPE) are continuing for the new parking management plans; also known as Civil Parking Enforcement (CPE). Suffolk is one of the last areas in England to take on CPE. It already operates in over 300 district council areas in the country. The transfer of civil parking enforcement powers in Suffolk from police to district and borough councils is due to be approved in the early part of next year following lengthy delays from central government.

The upcoming changes are not with a view to raising more revenue but rather to put an affective administration in place. As a resident, there are lots of positives to the future changes for an example, the Council will be able to address parking related issues caused by inconsiderate parking that lead to obstructions of informal pedestrian crossings, non-residents parking in streets which reduces parking opportunities for residents. The upcoming plans will also assist emergency services with accessing areas they need to provide the urgent assistance.

The introduction requires an order to be laid in parliament by the Secretary of State, it's hoped that the order will be made in the early part of the new year.

### Community Partnerships

Last week saw the last of the Community Partnerships (CP) workshops. Following these preliminary stages, the initiative is set to really come to the fore in January 2020.

Over October and November 2019, eight workshops took place focusing on each of the eight CP areas. The workshops were well attended, attendees included Councillors from tiers of local Councils – County, District and Town. There were also representatives from the Police, NHS, youth representatives and a range of voluntary sector community groups.

At the onset of each workshop, they were presented with information and key data specific to the area to provide local insight. The facts and figures detailed information on Health, social care, education, employment, housing, transport, deprivation and community services. The data helped the attendees to understand the issues specific to the local area and helped with identifying priority areas for funding.

Now that some of the key priorities have been highlighted, the formal CP problem solving meetings will begin in January. The ideas generated at each of the workshops will be explored in detail with a view to allocating funding to projects and the areas where real differences can be made. Each CP will have a £10,000 budget in 2019/20 before receiving £25,000 per year for the next three years to be spent on one or more agreed priority. There will also be a Strategic budget of £150,000 in 2019/20

and £300,000 a year for the next three years, overseen by a Community Partnership Board. The Board will consist of the all eight chairs from each CP alongside key partners including the Clinical Commissioning Groups, Suffolk Association of Local Councils, Community Action Suffolk and the Police.

The chair of CP each area will regularly meet with the chairs to look for community projects that have a “cross boarder” effect which may increase opportunities to bid into the extra district of wide funding available. As each of the CPs develop, there will be further engagement with the local community.

Just prior to the Parish Council Meeting on Wednesday 11th December 2019 I will be attending a Community Partnership meeting beginning at 5.00 pm. I will visit Purdis Farm Parish council as soon as I can but may be a little late. I hope to give an update on the CP meeting and also a progress report on finding land space for a permanent place for the PFBF Parish to meet as I advised you at the last meeting.

I believe that it would be useful to have a separate meeting outside of a Full Parish Council Meeting with members of the PC and other interested parties and local stake holders.

Finally, I would like to wish all members of the PFBF Parish Council a Happy Christmas and a healthy and prosperous 2020.

Cllr C Blundell reported that there is a large pot of money which could be available to support the building of a Village Hall in Purdis Farm. Cllr Blundell said he would continue to support the Parish Council to identify a piece of land which could be used for the purpose of building a Village Hall.

**Action: Cllr C Blundell**

#### Public Forum

A member of the public was present at the meeting and highlighted the problems with surface water at both ends of Straight Road which he believed was caused by the soakaways being blocked. Parish Councillors stated that the Clerk would again report the problems to Suffolk County Council Highways and Cllr Patricia O’Brien. The member of the public was advised to also report the problem to Suffolk County Council. **Action: Clerk**

The meeting was re-convened

#### **171.19 Planning**

Cllr G Watts reported on the following planning applications.

DC/19/4612/FUL Woodside Felixstowe Road Foxhall – Loft conversion including dormer to rear, rooflights to front and window to side.

Cllr G Watts reported that the Parish Council had not objected to the application but would support neighbours if they objected.

#### **172.19 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.

## Section 137 Expenditure

The Ministry of Housing, Communities and Local Government (MHCLG) has notified the National Association of Local Councils (NALC) that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2020-21 is £8.32 per elector.

This is the amount as a result of increasing the amount of £8.12 for 2019-2020 by the percentage increase in the retail index between September 2018 and September 2019, in accordance with Schedule 12B to the 1972 Act.

Cllr Sue Baxter, chairman of NALC, responded: "NALC welcomes this earlier than usual notification from the government about the increase to the level of Section 137 expenditure for local (parish and town) councils. This is important as Section 137 enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory power, and will help England's 10,000 local councils continue to build stronger communities."

## Flu Jab

Every winter unpaid carers miss out on a free NHS flu jab despite the fact that they are entitled to have one. If you receive a carer's allowance or you look after somebody who would not be able to manage without your support if you fall ill, or if you know someone who is a carer, then you can speak to your GP or pharmacist about getting vaccinated as well as the person(s) you care for. Flu is a common infectious viral illness spread by coughs and sneezes. It can be very unpleasant. It's not the same as the common cold and is caused by a different group of viruses. The symptoms tend to start more suddenly, be more severe and last longer. This is why it is important that carers have a flu vaccination to help protect themselves as well as the person for whom they care for.

There are a lot of myths about flu and many people worry that the vaccine can give you the flu. Please be assured that this isn't possible as there is no live influenza virus in the vaccine. As with any vaccine you may have some side effects that could include a mild fever and slight muscle aches for a day or so. As with other vaccines, the flu vaccine is not 100% effective in all cases. This is because different strains circulate during the season and they can adjust over time. However the benefit of having the vaccine is if you are unfortunate enough to catch flu after the vaccine, often the symptoms are milder and short lived.

For more information about flu jabs for carers, visit Carers UK at <https://www.carersuk.org/> and for general information around staying well this winter, visit: <http://www.nhs.uk/staywell/carers>.

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

Cllr A Day reported that the Parish Council are still waiting for the costs of completing a full survey on Straight Road. It was agreed that the Clerk should contact Suffolk County Council again requesting a cost for the work. **Action: Clerk**

### **174.19 To discuss the repairs to Brightwell Village Sign**

The Clerk reported that Cllr Patricia O'brien Suffolk County Council had agreed to provide £1,000 Locality Budget towards the cost of the repairs to Brightwell Village Sign of £1030.00 Councillors expressed a vote of thanks to Patricia for her continued support. **Action: Clerk**

### **175.19 Budget 2020/2021 / Precept 2020/2021**

Councillors discussed the budget for 2020/2021 which had previously been circulated. The budget was accepted by the Parish Council. Cllr G Watts proposed, seconded Cllr B Newell that the budget be accepted and that the Parish Council should precept for £7,500 for the year 2020/2021 – all in favour. It was noted that the precept would remain the same as for the year 2019/2020. **Action: Clerk**

#### **176.19 Finance**

##### **Income**

None

##### **Expenditure**

A J Buggs Salary and Expenses November 2019	£289.80
Richard Berry Repairs to Brightwell Village Sign	£1030.00

Cllr E Warham proposed, seconded Cllr P Edmunds that the above expenditure is approved – all in favour.

#### **177.19 Correspondence**

None

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

None

#### **179.19 Members questions to the Chairman**

- a. Cllr P Edmunds asked the question as to whether the Parish Council could use funds to provide soakaways in Straight Road.
- b. Cllr A Day asked whether the charity issue concerning the old Foxhall charity had been resolved. The Clerk reported that the Charity Commission had been in touch with Cllr A Wells and the Charity Commission confirmed that the Charity had already been closed.
- c. Cllr B Newell reported that the trees at the Bell Lane Crossroads is obscuring road signs. **Action: Clerk**
- d. Cllr B Newell reported that Brightwell Church needs a new organ. Cllr Newell said that she would discuss with the Church Committee and report back to the next Parish Council meeting to see whether the Parish Council would be prepared to support them. **Action: Cllr B Newell / Clerk**

#### **180.19 Date of next meeting**

**Parish Council Meeting Wednesday, 8<sup>th</sup> January 2020**

**The Chairman closed the meeting a 20.54 pm**

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

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