

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

### **Minutes**

Of the Parish Council Meeting held at Trinity Park at 7.30 pm on Wednesday, 13<sup>th</sup> March 2019

Present

Cllr E Warham – Chairman

Cllr A Day

Cllr G Watts

Cllr A Finch

Cllr R Walters

Cllr A Wells

Cllr E Lawrence

Mrs Angie Buggs – Clerk

Cllr P O'brien – Suffolk County Council

#### **33.19 Apologies for absence**

Apologies for absence were received from Cllr B Newell (sickness) and Cllr Nicky Yeo District Councillor.

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

None

#### **35.19 Minutes**

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

#### **40.19 Matters arising from the minutes**

The Clerk reported that all items arising from the minutes are itemised on the agenda.

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

Cllr P O'brien – Suffolk County Council

Budget proposals to increase SCC portion of the council tax for 2019/2020 by 4% were agreed by Full Council on 14<sup>th</sup> February. As I have reported in the past, demand for services continues to grow, and containing spending within agreed limits, whilst at the same time maintaining services, is increasingly challenging. Transformation of services is currently underway and working with other authorities and public sector partners is key to reducing spend and making services more efficient. There is so much overlap with NHS, police and borough and district councils. Working together in partnership will benefit services enormously.

Recognising the growing population within Suffolk has been demonstrated by plans to expand six existing primary schools and two high schools. However, this will depend on new housing. There is

a possibility of ten new schools when the large developments, such as Adastral Park take place. An all-thru school is planned for AP for children aged 4 – 16.

SCC is implementing changes to its School Travel Policy from September 2019. The Council has already written to all schools and Town and Parish Councils with information about the policy changes and how they may affect families in their area.

Consultation is to take place in the summer to gain the public's view upon a northern by-pass for Ipswich. Discussions about an Ipswich northern route have been well documented over the years with opposition focused on the despoliation of the affected countryside.

I have been appointed to a Policy Development Panel that is looking at Children's Centres in Suffolk. This is to find out if they are situated in the right place and reaching the vulnerable children/parents that they were aimed at. I visited two today (28<sup>th</sup>) Ravenswood and Hillside both situated in troubled areas of Ipswich. I was impressed by the staff in both and the range of facilities offered, particularly at Ravenswood. However, I understand some of the services are offered at nearby health centres and thus the need catered for. SCC must avoid duplication.

The Police and Crime Panel that I chair continues to look at challenging subjects. On 15<sup>th</sup> March we are questioning the Commissioner on Serious Sexual Offences and Solved Rate Performance plus Seven Forces Collaboration.

The solved rate re serious sexual offences is discouraging. The difficulty, people change their minds about testifying.

Seven Forced Collaboration involves forces from Suffolk, Norfolk, Essex, Bedfordshire, Kent, Cambridgeshire and Hertfordshire. They meet to discuss ways of working effectively in partnership.

I have sent all my parishes my representation re the SCDC Local Plan.

Cllr Nicky Yeo Suffolk Coastal District Council – no report

#### Question Time

None

The meeting was re-convened

#### **41.19 Planning**

##### a. General

Cllr Watts reported the three applications have been received; the first two have been approved and the third application has been withdrawn.

DC/18/5162/FUL Full Planning Permission for the demolition of the external conservatory, relocation of garden centre and external works to current retail unit – Approved.

DC/18/4248/OUT Hybrid application seeing: Full planning permission for the reallocation of garden centre and external works to current retail unit; and outline planning permission for the erection of a drive thru unit (Use Class A1/A3) and associated works – Approved.

DC/19/0068/OUT Hybrid Application – Outline permission for the erection of a class D2 (Health & Fitness) unit and associated works; full planning permission for the relocation of garden centre and external works to current retail unit – Withdrawn

f

DC/19/0092/FUL 21 Warren Heath Avenue Purdis Farm – Rear extension with internal alterations plus new garage

Cllr Watts reported that planning permission had been granted but he was disappointed that although there is a decision letter there is no officer's report. It was agreed that the Clerk should write to the Planning Officer and ask why an officer's report has not been posted for this application.

**Action: Clerk**

DC/18/0079/FUL Variation of Condition 2 on Application DC/18/0079/FUL

Cllr Watts stated that although Planning Permission had been granted for 4 detached houses a Variation of Condition 2 had been approved to allow for phased occupation of houses enabling the house to be built one at a time. A resident in Beechwood Drive objected to the variation to avoid the amount of disturbance as it is likely to take 2 years to build the properties. The Parish Council did not formally object but we have made the Planning Officer aware of the concerns. However, it is a condition of the Planning Application that contractors use Purdis Farm Lane and not Beechwood Drive for access.

DC/19/0680/FUL Conversion of existing office/store to dwelling and extension of same building.

An application was granted to convert the existing store to a bungalow and the developers have now asked for the dwelling to be extended. The application has been circulated however I do not feel there are any objections to the plans.

b. Brightwell Lakes

Cllr Day stated that he had visited Sheepdrift Farm and had a tour of the site to give the Parish Council a better understanding of their concerns. Cllr Day gave a full report on the up to date position regarding the nature of the complaint. Cllr Day stated he had asked the owners to let him have an email detailing the events. It is understood there are similar issues with regard to the neighbouring farm. **Action: Cllr Day**

c. Local Plan

The consultation period has now finished.

d. Sizewell C

Cllr Watts reported that the consultation is still in progress. Cllr Watts reported that there are concerns about the road strategy and he would be drafting a submission from the Parish Council.

**Action: Cllr Watts**

#### **42.19 To discuss grit/dog/rubbish bins**

Cllr Lawrence reported that he had identified two locations where grit bins are required and two dog bins which need replacing due to wear and tear. Cllr Lawrence proposed, seconded Cllr Warham that the Clerk contact Suffolk Coastal District Council (Norse) to install two grit bins and replace two

dog bins – all in favour. It was also reported that the litter bin adjacent to the Murrills Road Notice Board had still not been replaced by Suffolk Coastal District Council. **Action: Clerk**

#### **43.19 Donation to Brightwell Parish Church**

The Clerk reported that a letter had been received from Brightwell PCC asking for a donation to support the upkeep of the church yard. Cllr Wells proposed, seconded Cllr Watts that the Parish Council make a donation of £250.00 – all in favour.

#### **44.19 To approve the Standing Orders / Procedures for 2018/2019**

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

It was proposed by Cllr Warham seconded Cllr Wells 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

#### **45.19 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 Warham that Mr Trevor Brown should be appointed – agreed. **Action: Clerk**

#### **46.19 Local Council Elections May 2019**

The Clerk distributed the election papers to councillors. The Clerk reported that she would be taking completed application forms to Suffolk Coastal District Council on the 22<sup>nd</sup> March 2019 therefore she would like them delivered to her on the 21<sup>st</sup> March 2019 at the latest and she would enter the electoral role numbers. The number of councillors for each parish remain the same; Purdis Farm 7, Foxhall 5 and Brightwell 1. **Action: Clerk**

#### **47.19 To discuss the Parish Council re-joining SALC**

The Clerk outlined the benefits of the Parish Council re-joining Suffolk Association of Parish Councils. Following discussion Cllr Day proposed, seconded Cllr Wells that the Parish Council should re-join SALC and cancel their membership with Local Council Public Advisory Services (cost £713.11) – all in favour.

#### **48.19 VAS Sign**

Cllr Finch stated that he had received the VAS sign back from Westcotec Ltd and the total cost was £288.00 including VAT. It was noted that the VAT could be reclaimed by the Parish Council. **Action: Clerk**

#### **49.19 To discuss the CIL receipts allocated to Foxhall because of the Straight Road Development**

Cllr Day reported that an email has been received from David Chenery Suffolk County Council Highways concerning suggestions for improving the traffic flow in Straight Road. The Parish Council has asked David to meet with them to discuss different opportunities for improvement however a meeting has still not been arranged. It was agreed to ask Cllr Patricia O'Brien to try to encourage SCC Highways to engage with the Parish Council. **Action: Clerk / Cllr Patricia O'Brien**

#### **50.19 Cameras Straight Road Foxhall**

Cllr Walters reported that surveillance cameras could be placed in Straight Road but unfortunately it would not be permanently examining the situation. It was agreed that Cllr Walters should try using one of the existing cameras in Straight Road and report back to the next meeting. **Action: Cllr Walters**

#### **51.19 Finance**

##### **Income**

VAT Recovered £770.90

##### **Expenditure**

|  |         |
|--|---------|
| A J Buggs Salary and Expenses February 2019          | £307.19 |
| Westcotec – VAS Sign Repairs                         | £288.00 |
| R Walters – Cameras                                  | £422.68 |
| Suffolk Association of Local Councils – Subscription | £713.11 |
| Brightwell Parish Council                            | £250.00 |

Cllr Finch proposed, seconded Cllr Walters that the above expenditure is approved – all in favour.

#### **52.19 Correspondence**

None

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

- a. Cllr Day reported that as previously mentioned he had visited Sheepdrift Farm.

#### **54.19 Members questions to the Chairman**

- a. Cllr Walters reported that there are two ongoing investigations with regard to fly tipping and that he would keep the Parish Council informed of any developments. **Action: Cllr Walters**
- b. Cllr Day reported that there has been a report in the press about the relocation of two Ipswich railway stations; Westerfield and Derby Road.
- c. Cllr Day suggested that the Parish Council should have a dedicated email account. Cllr Day to investigate. **Action: Cllr Day**

- d. Cllr Lawrence reported that he had received a text from a resident in Murrills Road complaining about the new siting of the goal posts. It was agreed that Cllr Lawrence should reply directing him to the Norse website.

**55.19 Date of next meeting**

**Parish Council Meeting 7.30 pm Wednesday, 10<sup>th</sup> April 2019**

**The Chairman closed the meeting at 9.30 pm.**

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

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