

## BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL

### Minutes

Of the Parish Council (Zoom) Meeting held at 7.30 pm on Wednesday, 11<sup>th</sup> November 2020

Present

Cllr E Warham - Chair

Cllr E Lawrence

Cllr G Watts

Cllr A Day

Cllr K Rout

Cllr B Newell

Cllr P Edmunds

Cllr B Short

Cllr S Short

Cllr Ed Thompson – East Suffolk Council

Cllr Chris Blundell – East Suffolk Council

Mrs Angie Buggs – Clerk

2 members of the public

#### **108.20 Apologies for absence**

Apologies for absence were received from Cllr Patricia O’Brien – Suffolk County Council

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

None

#### **110.20 Minutes**

The minutes of the Parish Council Meeting held on the 14<sup>th</sup> October 2020 were approved as being a true record.

#### **111.20 Matters arising from the minutes**

80.20 To discuss proposed presentation to Cllr Alan Wells

Cllr B Newell said that she had not delivered the retirement gift to Alan Wells due to the current Covid19 lockdown restrictions. **Action: Cllr B Newell**

104.20 Finance

The Clerk reported that she had received a letter from Barclays Bank stating that Alan Wells had been deleted as a signatory and that Cllr G Watts had been added to the Mandate. **Action: Clerk**

#### **112.20 The meeting was adjourned to receive reports and questions:**

a. Cllr Ed Thompson - verbal report

Cllr E Thompson stated that just before the meeting I received an email from Ruth Johnson stating various things about rescinding the motion that was agreed at the last meeting and it seems to me that we may have a problem in the way it has been done for example everything has to go through the Clerk. The Clerk reported that the Parish Council's Standing Orders had been followed and that three councillors had provided her with the Special Motion which was published in good time and all councillors were given appropriate notice. Cllr E Thompson stated that Ruth Johnson had been told that emails should not be sent to the Clerk because Cllr E Lawrence said that he and Cllr E Warham were the decision makers for the Parish Council. Cllr E Lawrence and Cllr E Warham stated that they were part of the decision-making process not the decision-makers. Cllr E Thompson said that the Clerk should disseminate all information to all councillors. Cllr E Warham asked whether it was within Cllr E Thompson's remit to bring up such matters. Cllr E Thompson said that he was on the Auditing and Governance Committee and any disciplinary action would come before me and I wish to avoid taking that action.

Cllr E Thompson reported that he had attended several meetings and been to a few cabinet meetings since the last meeting.

Cllr E Thompson said that he would appreciate it if he did not see anybody from Brightwell Foxhall & Purdis Farm Group Parish Council brought before the Auditing and Governance Committee.

b. Cllr Chris Blundell – written report

**From your Conservative District Councillor Chris Blundell**

**The Pandemic** In the first half of the 16<sup>th</sup> Century the Spanish Conquistadors eventually went to war with both the Inca and Aztec Indian communities in South America. The visiting warlike Conquistadors had an easy time defeating the natives because the native tribes had been seriously depleted because of a pandemic disease called Small Pox that the visiting Conquistadors had inflicted upon them. A pandemic is a disastrous event and my heart goes out to all who have suffered the effects of COVID 19. East Suffolk Council has been working hard to help as many companies and private individuals as possible. Almost £70m has so far been handed out to local businesses in support and several hundred thousand pounds has been paid to individual organisations. I hope and pray that an end is in sight.

**The Local Community Partnership** of which I am Chairman has agreed to fund a number of projects that are known under the headings of:

- 1) Meet Up Mondays. (£1,000)
- 2) Chinwag. Formerly run by Age Suffolk. (£9,040)
- 3) \* Spot Wellbeing. (£5,040)
- 4) Talking Benches. (£5,022)
- 5) \* Mental Health First Aid. (£5,000)
- 6) Environmental Care Scheme. (£5,000)

The two items marked \* are courses funded by the partnership for which any interested person can apply.

Application for any of the above should be made direct to East Suffolk. For more information, go to [www.eastsuffolk.gov.uk/community/community-partnership/](http://www.eastsuffolk.gov.uk/community/community-partnership/). The deadline date for applications is the 14<sup>th</sup> December 2020.

**Planning Matters.** The Council is in the initial stages of preparing a new Affordable Housing Supplementary Planning Document and an initial consultation is being carried out between 9<sup>th</sup> November and 21<sup>st</sup> December 2020.

The Affordable Housing Supplementary Planning Document (SPD) will provide guidance on the implementation of the Council's planning policies related to affordable housing and will be a material consideration in the determination of planning applications. Upon adoption the SPD will replace the following existing guidance documents:

- Supplementary Planning Guidance 2 Affordable Housing (July 2004) – this relates to the former Suffolk Coastal Area, and;
- Affordable Housing Supplementary Planning Document (May 2012) – this relates to the former Waveney Local Planning Authority area.

A questionnaire and a consultation document have been prepared for this initial consultation stage; the questionnaire is nine questions in length and seeks views on what guidance should be included in the SPD to support the implementation of policies on affordable housing contained in the Council's Local Plans.

The questionnaire and consultation document are available to view and respond to online at: [www.eastsuffolk.gov.uk/supplementary-planning](http://www.eastsuffolk.gov.uk/supplementary-planning). Responses may also be emailed to: [planningpolicy@eastsuffolk.gov.uk](mailto:planningpolicy@eastsuffolk.gov.uk) or posted to East Suffolk Council, Planning Policy and Delivery Team, Riverside, 4 Canning Road, Lowestoft, Suffolk NR33 0EQ.

If you wish to have further information on any of the foregoing topics or any other district council matter please contact me by email at [chris.blundell@eastsuffolk.gov.uk](mailto:chris.blundell@eastsuffolk.gov.uk). Otherwise by phone on 01473 622716.

Cllr C Blundell said that there is now a consultation going on involving Sizewell C and I believe the Parish Clerk would have been advised about that and we also have the consultation regarding affordable housing. Cllr C Blundell said that because of the difficulties in residents going to Foxhall Tip bottles are being placed in the recycling bin which is causing a hazard. Glass should be placed in the glass recycling bins which are placed in various positions around the parishes. I had an email about using CCTV on the playground. If you are doing this for vandalism and it can focus on a particular area fair enough but you need to be careful using CCTV where children are involved.

c. Cllr Patricia O'brien – written report

We are all very well aware of our challenging situation now and for many months ahead. However, SCC is carrying on as best it can through zoom meetings and by email. Thus, in the light of Covid19 the council has:

- Created new school places for children with special education needs, with 210 young people attending new, special units at schools in East Suffolk, West Suffolk and Ipswich.
- Made it possible for 98% of premises in Suffolk to access superfast broadband, with a plan for the remaining 2%.
- Maintained a stable budget, despite the increasing demand and cost of running public services.
- Agreed a new model for Family Hubs in Suffolk, releasing funding tied up in buildings to reinvest in more staff to help people.
- Increased the number of electric vehicle charging points, with particular focus on rural areas.

- Creating a number of ‘quiet lanes’ thus reducing the number of motorised vehicles using certain single track lanes.

**Suffolk’s natural environment** will receive investment for tree-planting, restoring hedgerows, and improving roadside verges for wildlife.

£228,000 from the Suffolk 2020 Fund will enable Suffolk County Council to enhance its work to protect and encourage biodiversity in the county.

Working with The Woodland Trust, Suffolk Tree Wardens, landowners, and county farm tenants, the funding will support the planting of around 100,000 trees, including replanting hedgerows in suitable locations across Suffolk over the next 18 months

The funding will also be used to trial better ways to manage roadside verges for wildlife.

**New cycle parking** has been installed in two Suffolk towns, Stowmarket and Sudbury, thanks to the Government’s Emergency Active Travel Fund to help make cycling safer and easier. The public’s enthusiasm for cycling has led to an opportunity, in line with the Department for Transport guidelines, for the county council to deliver a raft of measures across the county to encourage active travel. This includes alterations to road layouts and providing temporary footpaths and cycle lanes.

SCC has put forward significant changes to the plans for the **Sizewell C** nuclear power station, to cut the number of lorries on Suffolk’s roads and curb its impact on the environment.

The main changes involve making more use of rail and sea to deliver construction materials, with an increase in trains and alterations to the proposed beach landing facility. My main objection to Sizewell C related to the effect it would have on our roads. Hopefully, lorries on the roads can be minimised or better still, Sizewell C won’t happen!

The consultation on the changes begin on 16<sup>th</sup> November.

From 12 October, the Health and Safety Executive (HSE), working with Suffolk councils, has been speaking to businesses to offer guidance and advice on how they can manage risk and protect workers, customers, and visitors from **COVID-19**.

All of Suffolk’s district councils, working together as part of the Suffolk Resilience Forum’s Safer Places Group, have agreed to work in partnership with the HSE to enable them to support thousands of businesses more quickly through a targeted approach.

Both the HSE and the councils are also working alongside local public health authorities to support the understanding of any patterns in confirmed coronavirus cases in the area.

Becoming COVID-secure must be a priority for all businesses in Suffolk.

I wish you all a safe and secure future as the 2<sup>nd</sup> lockdown comes into place on 5<sup>th</sup> November.

d. To receive questions from members of the public

Ruth Johnson said she was at the Parish Council Meeting to represent the Bucklesham & Foxhall Village Hall. Ruth Johnson said that the committee were delighted that at the Parish Council Meeting on the 14<sup>th</sup> October that the councillors very generously voted 6-3 to award us a £500 grant. After waiting several weeks I contacted the Clerk but I had a reply from your Chair to inform of the Special Motion that had been put forward regarding the decision and that if I needed to contact the Parish Council I should contact either the Chair or the Vice Chair only and not go through the Clerk. Cllr E Lawrence informed me in a conversation last week that they wished to rescind the grant as they disagreed with the decision. Cllr E Lawrence had said that Purdis Farm residents do not benefit from the use of the Village Hall. Ruth Johnson said that all residents within 2 miles of

Bucklesham receive the local residents discount if they wish to use the hall therefore Purdis Farm residents would receive a discount. Ruth Johnson said it was agreed and minuted which you all accepted that we met the criteria of your Grants Policy in October and we supplied all the information requested. We feel that a small minority of the Parish Council are “riding rough shod” over the decision democratically voted on by the rest of you. I do find it concerning that Cllr E Lawrence told me that if I wanted to contact the Parish Council again, I should go straight to the Chair or Vice Chair as they are the decision-makers.

Cllr C Blundell said that all communication must go through the Clerk.

Cllr E Warham stated that the Parish Council had sought guidance from SALC and the Parish Council is following the correct procedure.

### **To reconvene the meeting**

#### **113.20 Special Motion to Rescind Minute 97.20 (14<sup>th</sup> October 2020) to discuss the request from Bucklesham Village Hall for funding support**

Cllr E Warham stated that all councillors had received a copy of the Special Motion which reads as follows:

At the meeting on the 14<sup>th</sup> October 2020 members considered an application made by Bucklesham Village Hall Committee to provide financial support.

The conclusion, following voting (6 in favour, 3 against) was that Brightwell Foxhall & Purdis Farm Group Parish Council should donate £500 (\$137) to the Bucklesham Village Hall Committee.

Accordingly, Cllrs Warham, Lawrence and Newell gave notice that they wished the Resolution to provide Bucklesham Village Hall with financial support to be reversed as the Parish Council’s Grants Policy was not adhered to for the following reason:

#### **A clear need for financial support was not demonstrated in the request for funding.**

Cllr G Watts said that he would be supporting the motion as he was of the opinion the Grants Policy was not adhered to when the Parish Council made the decision. He said the Grants Policy clearly states that a “clear need” for financial support must be demonstrated and he said that he did not believe that part of the policy had been met. Cllr E Lawrence said that he had looked at other Parish Council policies and made the comment that members of the Parish Council should go and visit the site. Cllr E Lawrence said that he had been to visit Bucklesham Village Hall and he said he could not see where £500 could be spent in the hall. He said it was a very nice hall which was well painted and equipped. Cllr B Short said that when the Parish Council were in the process of having the meeting last month, we were not aware of the requirements which have been mentioned this evening. Cllr K Rout and Cllr P Edmunds both agreed that when the Parish Council discussed the funding at the last meeting, they were unaware that there had to be a clear need for financial support.

Cllr E Warham proposed that the decision to make a donation of £500 to Bucklesham Village Hall at the meeting on the 14<sup>th</sup> October 2020 be rescinded because a clear need for funding was not demonstrated in accordance with the Parish Council’s Grants Policy, seconded Cllr B Newell – 8 in favour of the motion (Cllrs Lawrence, Rout, Watts, S Short, B Short, B Newell, Warham and Edmunds), 1 against (Cllr Day) therefore the motion was carried 8-1. **Action: Clerk**

## 114.20 Planning

DC/20/2772/FUL Land adjacent to Peeler Elmham Drive **Foxhall** – Proposed erection of two detached houses with associated parking and landscaping

The application has now been approved by ESC. Unfortunately, there is no Case Officer's Report on the ESC website.

DC/20/3442/FUL Molen Bucklesham Road **Foxhall** – Outdoor, detached leisure building to consist of bar area, etc.

The application has been approved by ESC.

DC/20/3262/FUL Bucklesham Care Home **Purdis Farm** – 5 bed extension with additional day space with extra parking spaces.

The application is still pending by ESC.

DC/20/3438/FUL 148 Bucklesham Road **Purdis Farm** – 2 storey extension and alterations.

The application has now been withdrawn.

DC/20/3593/FUL Brightwell Wood Land Adjacent Lower House Brightwell Street **Brightwell** – The creation of a nature pond for indigenous species to inhabit.

No further information available from ESC.

DC/20/3867/FUL 53 Bucklesham Road **Purdis Farm** – Increase in boundary fence height to 2.3m to restore privacy following construction of conservatory on raised ground by neighbour.

This application is still pending. The ESC website shows a letter from the daughter of the neighbour has submitted a 10-page objection. It appears that this conservatory has been there for 10 years but there has been disputes between neighbours.

DC/20/3699/PN3 Straight road Works **Foxhall** – The proposed development is to change the existing store to a 4-bed resident dwelling.

ESC has refused this application. The applicant applied under permitted development rights, but the application has been turned down by ESC. One of the reasons for refusal was that the development rights expired on the 30<sup>th</sup> September 2020 and the other reason given is that there was no court statement confirming that the site has been sold for light industrial use. They could submit a formal planning application which would be dealt with under the normal rules.

DC/20/4038/FUL The Bungalow Adjacent to High Trees Foxhall Annex **Foxhall** – Annex with occasional holiday let usage.

This application has not been decided by ESC. The Parish Council sent a letter of support, but the Nuffield Hospital have objected due to concerns over the access road. The Nuffield Hospital are concerned because anybody who takes over that bungalow will not have access rights along their road.

## Sizewell C

Cllr G Watts said that there is to be a further consultation regarding Sizewell C and I will look at the consultation to see if the Parish Council wishes to put forward any proposals. **Action: Cllr G Watts / The Clerk**

### **115.20 Community Partnership – Talking Benches Proposal – Andy Joliffe**

Cllr E Warham said that benches are available free from ESC and the Parish Council must identify a site and pay for the installation. Cllr G Watts said that Parish Council provided some benches a few years ago and the one in Purdis Farm adjacent to the Notice Board is used regularly. Cllr E Warham suggested a bench adjacent to the children's play area or the wooded area near Murrills Road. Cllr E Lawrence suggested placing a bench near the Jubilee Tree. Cllr C Blundell said that there are 5 benches, and each will be delivered and installed. Cllr E Warham proposed that the Parish Council request a bench, seconded Cllr B Short – all in favour. Cllr E Lawrence said that he would put together a location plan and take photographs of the area. Cllr G Watts asked whether the Parish Council had received any news on the play area and the Clerk said she had spoken to Andy Joliffe who had said they were still working on the design. **Action: Cllr E Lawrence / Clerk**

### **116.20 Zoom Subscription**

The Clerk confirmed that Levington and Stratton Hall Parish Council have agreed to pay half the subscription for the Zoom Subscription of £47.50 for a year. Cllr A Day stated that the website does not reflect the fact that the Parish Council are running their Parish Council Meetings via Zoom. **Action: Clerk**

### **117.20 Parish Council Meeting Dates 2021**

The Clerk reported that she had distributed a list of all the Parish Council Meeting dates for 2021. SALC has said that Parish Councils can continue to hold Zoom meetings until May 2021. Parish Council Meetings are held on the 2<sup>nd</sup> Wednesday of each month except August.

Wednesday, 13<sup>th</sup> January 2021

Wednesday, 10<sup>th</sup> February 2021

Wednesday, 10<sup>th</sup> March 2021

Wednesday, 14<sup>th</sup> April 2021

Wednesday, 12<sup>th</sup> May 2021 (Annual Parish Council Meeting / Annual Parish Meeting)

Wednesday, 9<sup>th</sup> June 2021

Wednesday, 14<sup>th</sup> July 2021

Wednesday, 8<sup>th</sup> September 2021

Wednesday, 13<sup>th</sup> October 2021

Wednesday, 10<sup>th</sup> November 2021

Wednesday, 8<sup>th</sup> December 2021

### **118.21 Clerk's Report**

The Clerk reported that she had received a letter from a member of the public in Purdis Farm who is unhappy regarding giving money to another Parish when Purdis Farm needs funding to enhance their locality and commented on the state of the verges, weeds etc. Cllr B Newell stated that because ESC are going to reduce their grass cutting of verges and the vegetation to twice a year then the Parish Council should be allocating money to pay a private company to maintain the vegetation

on our behalf. It was agreed that the Clerk should investigate the cost of one or two extra cuts per year, cutting back vegetation and a spraying programme from Norse. Item to be placed on the agenda for next meeting. **Action: Clerk**

#### **119.20 Suffolk County Council Boundary Changes**

Cllr G Watts reported that there is consultation in progress regarding the Suffolk County Council Boundary Changes. The proposal is for Purdis Farm to join Rushmere and have Brightwell and Foxhall in the constituency of Martlesham. This means that the Group Parish Council will be split between two County Councillors. Cllr G Watts asked whether Parish Councillors wanted to make any comments on the consultation. It was agreed that the Parish Council should make their comments/views known to Suffolk County Council and that they should object to the split of the Parishes. **Action: Cllr G Watts**

#### **120.20 To discuss the VAS equipment**

Cllr E Lawrence stated that he received the new battery for the VAS sign so there are now two working batteries. Unfortunately, currently the machine will not interact with David Penn's computer. The Parish Council spent approximately £3,500 on the VAS plus the cost of the posts and a new battery. David has been in touch with the manufacturers and spent some time on the telephone to them but it will need to go back to the manufacturers for future investigation however the manufacturers cannot estimate the cost of repairs until they have looked at the machine. The minimum cost is taking it up there. David Penn has agreed that he is willing to take the machine to Dereham where the manufacturers are based. It was agreed to authorise David Penn to take the VAS up to Dereham and claim mileage. **Action: Clerk**

#### **121.20 To discuss Straight Road Improvements**

The Clerk reported that she had spoken to David Chenery Highways Suffolk County Council about when the survey in Straight Road Foxhall will be undertaken. David said that the work had been programmed in their schedule and he would find out when the work has been scheduled for. **Action: Clerk**

#### **122.20 To discuss Quiet Lanes**

Cllr B Newell said the only places where a "quiet lane" would be possible is Purdis Road. A "quiet lane" must not be used as a speed limit. Cllr B Newell felt that Purdis Road had very little traffic as it does not go anywhere and there is a parallel road which can be used. Councillors agreed that they would not proceed with any "quiet lanes" in the Group Parishes. **Action: Clerk**

#### **123.20 Finance**

##### **Income**

Levington and Stratton Hall PC Zoom Subscription	£47.50
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##### **Expenditure**

A J Buggs Salary and Expenses October 2020	£265.10
Suffolk One Website	£60.00

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

## Half Year Accounts 1<sup>st</sup> April 2020 – 30<sup>th</sup> September 2020

The Clerk reported that the half year accounts had been circulated to all councillors prior to the meeting. Cllr B Short proposed, seconded Cllr K Rout that the half year accounts be accepted and signed by the Chairman – all in favour.

### Budget 2021/2022

The Clerk reported that the budget 2021/2022 had been circulated to all councillors prior to the meeting. The Clerk stated that the Parish Council would not be able to set the precept until the January 2021 meeting as recommended in the letter from ESC which had also been circulated to all councillors. Cllr G Watts said there is an item in the budget of £1,600 for Parish Maintenance. The Clerk said it related to items such as the maintenance of the Foxhall Village Sign, Notice Boards etc. Following discussion councillors agreed to defer this item until the next meeting. **Action: Clerk**

### Precept 2021/2022

It was agreed that the setting of the precept for 2021/2022 should be delayed until the January 2021 due to ESC not setting the Council Tax until January 2021.

### 124.20 Meetings attended by councillors/clerk

None

### 125.20 Members questions to the Chairman

- a. Cllr A Day asked what official guidance had been given regarding the Annual General Meeting 2020 which had been waived until May 2021 due to Covid19. Cllr A Day stated that this fact should be put on the website so that parishioners are aware. Cllr A Day said that our website should have a Covid19 statement and what affect it has to us as a Group Parish Council. **Action: Clerk**
- b. The Clerk stated that Suffolk County Council Highways had erected a new roundabout/keep left signs on the junction of Playford Road/Bent Lane/Rushmere Street. She was surprised that this road junction had been changed as the Parish Council had been told that no work could be undertaken on making the the Bell Lane/Foxhall Road junction safer for cars pulling out of Bell Lane/Foxhall Road/Monument Farm Lane. It was agreed that the Clerk should contact Kesgrave Parish Council and Suffolk County Council Highways to ask why despite the high number of accidents on that junction no safety work was being undertaken. **Action: Clerk**

### 125.20 Date of next meeting

**Parish Council Meeting Wednesday, 9<sup>th</sup> December 2020 at 7.30 pm (Zoom Meeting)**

**The Chairman closed the meeting at 21.29.**

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

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