

## 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, 8<sup>th</sup> January 2020

Present

Cllr E Warham – Chairman

Cllr G Watts

Cllr B Newell

Cllr A Finch

Cllr P Edmunds

Cllr E Lawrence

Cllr A Wells

Mrs Angie Buggs – Clerk

Cllr Chris Blundell – East Suffolk Council

#### 01.20 Apologies for absence

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

#### 02.20 To receive Members’ declaration of interest

None

#### 03.20 Minutes

The minutes of the Parish Council Meeting held on the 11<sup>th</sup> December 2019 were approved as being a true record.

#### 04.20 Matters arising from the minutes

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

Cllr E Lawrence reported that he had removed the graffiti and business cards from the notice board in Murrills Road.

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

Cllr Patricia O’Brien – Suffolk County Council

May I begin by wishing you all a happy and peaceful New Year.

The new year has begun, dare I say, rather quietly and most of what is in this report is from December. The main issue for the early new year will be the budget and this will be reported to you as and when.

Suffolk County Council is now in a position to provide information regarding the development of new **Special Educational Needs and Disability (SEND)** units attached to mainstream schools in the county. These units are:

- **Two Generic Key Stage 1 Units** – Pipers Vale Primary Academy and Burton End Primary Academy
- **Three Communication and Interaction Key Stage 2 Units** – Murrayfield Primary Academy, Houldsworth Valley Primary Academy, and Causton Junior School
- **One Cognition and Learning Key Stage 2 Unit** – Clements Primary Academy
- **Three Communication and Interaction Key Stage 3/4 Units** – Copleston High School, Ixworth School, and Newmarket Academy
- **One Cognition and Learning Key Stage 3/4 Unit** – Castle Manor Primary Academy.

This means an additional 168 new specialist placements will be available for children and their families from September 2020. Successful schools are currently working with the council to ensure the appropriate infrastructure and support is in place to enable these new units to be opened in September 2020.

It may be of interest that David Waters, company director of Anchor Mobility Limited, received a 32-month custodial sentence in December.

Anchor Mobility Limited, a company meant to provide life-improving furniture to vulnerable and elderly people, failed to fulfil orders and refused to refund customers.

Many customers received no goods, no refunds and poor customer service. One customer paid over £8,000 for two beds, which were never delivered, and no refund was ever received.

A hearing, to consider compensation for victims, will take place in the new year.

Suffolk Trading Standards officers, partner agencies and the National Trading Standards Tri Regional Investigation Team helped bring Mr Waters to justice.

Suffolk Fire and Rescue Service has undergone its most comprehensive, independent inspection in many years and has been rated as “Good” for its effectiveness, efficiency and how well it leads and manages its staff.

A report, published on December 17th, praised the many aspects of the service. In particular how well it collaborates with other services and agencies, how it responds to fires and other emergencies, how it ensures fairness and promotes diversity, and the financially sound way the service is run.

On 16 December, Suffolk County Council announced the Suffolk 2020 Fund – from which organisations can bid for a share.

This is a £3million pot formed to fund projects such as new speed cameras, electric charging points, new cycle lanes or tree planting.

Bids between £50,000 and £500,000 will be accepted within 100 days of the new financial year and will be for Suffolk-wide projects.

An idea to raise awareness of the effects that population growth, climate change, littering and pollution has on animal habitats has been launched by thirty schools and groups across the county.

Using homemade glue from flour and water together with recycled paper and cardboard, Suffolk school children have created 1,000 endangered animals from recycled material to make tigers, whales, turtles and gorillas.

This has been an important project as it demonstrates, to children, how everyday materials can be reused and recycled.

Cllr Chris Blundell – East Suffolk Council

### New Paperless Land Charges Service Launched

The new East Suffolk Public Access Land Charges (PALC) system was launched on 2 December, enabling people to directly access the Land Charges team at East Suffolk Council.

As part of the conveyancing process, a local land charges search is undertaken whenever a property or piece of land is purchased, leased, valued or re-mortgaged. The search shows any restrictions or legal obligations against the site such as tree preservation orders, conditional planning consents, conservation areas and listed buildings.

Prior to the introduction of the new PALC system, searches could only be applied for via email or in writing.

Through the use of intelligent online forms which ensure the correct information is captured during an application, the new system removes the need for third parties and additional transactions. Applicants receive a downloadable response document, removing the need for printing and further paperwork.

To access the new Public Access Land Charges service, go to [www.eastsuffolk.gov.uk/local-land-charges](http://www.eastsuffolk.gov.uk/local-land-charges)

### Consultation on Proposed Dog Control Orders

Earlier this year, 10 Public Space Protection Orders (PSPOs) were introduced to replace existing byelaws. The areas affected by these include Charsfield recreation ground, Martello Park Gardens in Felixstowe and Felixstowe Seafront Gardens.

Now, three more PSPOs are being proposed to ensure dogs are kept on leads in Herringfleet Hills, Lound Lakes and Charsfield churchyard. A four-week consultation was launched on 13 December inviting local people to give their views on the proposals.

Full details of the proposals, and details of how to comment on them, can be found at [www.eastsuffolk.gov.uk/dog-control-order-consultation](http://www.eastsuffolk.gov.uk/dog-control-order-consultation)

Responses can also be sent to PSPO Consultation, c/o Environmental Protection, East Suffolk Council, East Suffolk House, Station Road, Melton, Suffolk, IP12 1RT.

The consultation closes on Friday 10 January 2020.

### Consultation on Draft Heritage Action Zone Document

Local residents, businesses and other interested parties are being asked for their views on the draft design guidance for the North Lowestoft Heritage Action Zone.

The 6-weeks Draft North Lowestoft Heritage Action Zone (HAZ) Design Guide Supplementary Planning Document consultation started on 13 December 2019 and closes at 5pm on Friday 24 January 2020.

The North Lowestoft Heritage Action Zone is a project carried out in partnership with Historic England, Lowestoft Town Council and East Suffolk Building Preservation Trust which will run until the end of March 2023. East Suffolk Council is actively supporting the HAZ programme of work, including

through the commissioning and production of this Design Guide. Following the consultation, the Council will consider the comments received prior to finalising the document early next year.

The Draft HAZ Design Guide Supplementary Planning Document can be found at [www.eastsuffolk.gov.uk/HAZ](http://www.eastsuffolk.gov.uk/HAZ)

### Reducing Waste This Christmas

East Suffolk residents are being encouraged to consider the environment this Christmas by choosing recyclable products wherever possible and reducing their household waste.

An estimated 125,000 tonnes of plastic packaging and 83km<sup>2</sup> of wrapping paper is thrown away in the UK every Christmas. However, much of this waste could be recycled at home through the blue household recycling bin.

Most wrapping paper is recyclable, with the exception of paper with glitter or foil-effect papers. Cardboard packaging and cards without glitter are also recyclable through the blue wheeled bin, as well as hard plastic, aluminium foil, newspaper, magazines, cans and plastic bottles.

According to the Suffolk Waste Partnership, 73% of people have leftover food at Christmas. Buying less and freezing leftovers can save money and reduce the amount of food being thrown away. For more information on reducing food waste, visit [www.foodsavvy.org.uk](http://www.foodsavvy.org.uk).

### Work to Improve Beach Access In Felixstowe has been Completed

Work to improve access to Felixstowe beach and beach huts has been completed at a cost of £250,000.

East Suffolk Council has invested £250,000 to improve public access to the beach and beach huts in Felixstowe following a survey of the area, which revealed that some of the older steps had deteriorated and were potential hazardous.

The work included renovating the steps at Golf Road car park and removing the old steps at Brackenbury car park to create a new set of wooden and concrete steps. Access has also been improved for beach hut licence holders at Brackenbury Cliffs with the refurbishment of new platforms in front of the huts.

### Food Safety Packs Launched to Help Small Businesses

Small businesses in East Suffolk can now manage their food safety practices more easily following the launch of new information packs.

Developed by the Food Standards Agency, 'Safer Food Better Business' packs are now available from East Suffolk Council's Food and Safety Team to help small business operators understand and comply with food hygiene regulations and food safety management procedures.

Food safety regulations require a business to show and record the actions they take to ensure food made and/or sold on the premises is safe to eat.

The 'Safer Food Better Business' packs contain food safety procedures for a variety of businesses including caterers, care homes, retailers and childminders. The packs contain up to date information on:

- Food allergens
- 'Pre-Packed for Direct Sale' regulations (which will be introduced in October 2021)
- Details on how to register as a food business
- Guidance around the Food Hygiene Ratings Scheme.

Businesses can download or order a pack here: [www.eastsuffolk.gov.uk/business/food-safety/safer-food-better-business/](http://www.eastsuffolk.gov.uk/business/food-safety/safer-food-better-business/)

### Photo Competition Winners Announced

The winners of this year's East Suffolk Photo Competition have been announced.

Returning for its third year, the competition ran throughout November and invited amateur and professional photographers to submit their photos of the district to East Suffolk Council.

In early December, the entries were judged by Cllr Stephen Burroughes, cabinet member for Customer Services and Operational Partnerships and Cllr Letitia Smith, cabinet member for Communities, Leisure and Tourism.

See the winning photos at [www.eastsuffolk.gov.uk/leisure/east-suffolk-photo-competition/](http://www.eastsuffolk.gov.uk/leisure/east-suffolk-photo-competition/)

### Diary Dates

- 6 January: 6.30pm – Audit and Governance Committee (Riverside)
- 7 January: 6.30pm – Cabinet (Riverside)
- 14 January: 2pm – Planning Committee North (Riverside)
- 20 January: 6.30pm – Licensing Committee (ESC)
- 22 January: 6.30pm – Full Council (ESC)
- 23 January: 6.30pm – Scrutiny Committee (Riverside)
- 28 January: 2pm – Planning Committee South (ESC)

The meeting was re-convened

### **05.20 To receive any updates from Cllr Chris Blundell regarding a Village Hall**

Cllr Chris Blundell presented maps to the Parish Council which identified the areas of land which are owned by East Suffolk Council to enable councillors to identify a piece of land which would be suitable for the erection of a Village Hall. Chris said that, if agreed, the land would be transferred to the Parish Council at zero cost. Cllr Chris Blundell said that he would talk to East Suffolk Council to find out the size of the piece of land identified by the Parish Council and whether it would be a suitable size for the erection of a village hall. **Action: Cllr Chris Blundell / Clerk**

### **06.20 Planning**

Cllr G Watts reported on the following planning applications.

DC/19/4197/FUL Pinetrees Purdis Farm Lane Purdis Farm – this application is still pending.

The Parish Council received two applications to which the Parish Council have not raised an objection.

DC/19/4806/FUL 74 Bucklesham Road Purdis Farm Proposed hall extension and replacement roof over bay.

DC/19/4894/AGO Sheep Drift Farm Waldringfield Road Brightwell Prior notification of agricultural or forestry development – proposed building.

DC/19/4763/AGO Land opposite Woodhouse Woodhouse Lane Foxhall – Refused by East Suffolk Planning.

DC/19/2914/FUL 99 Bucklesham Road Purdis Replacement Dwelling – No decision by East Suffolk Planning.

DC/19/1231/FUL Foxburrow Farm Brightwell Change of use as self-storage facility including the siting of 272 storage containers – No decision by East Suffolk Planning.

Cllr Watts stated that the Draft Local Plan has not been signed off.

## **07.20 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.

### Technical Consultation on Local Government Finance

The government is not proposing to extend council tax referendum principles to local councils in 2020/2021.

### Policing Meeting in Ipswich 7 pm 31<sup>st</sup> October 2019

A meeting is being held at the Ipswich Community Church Wilberforce Street Ipswich hosted by the PCC and the Chief Constable.

The meeting will cover policing issues in the South command area which includes Ipswich, Woodbridge, Kesgrave, Felixstowe, Hadleigh and surrounding towns and villages. This is your opportunity to make your views known.

### East Suffolk Community Partnerships

East Suffolk Council wants to bring your ideas to life; to give those who know most about where they live and work a fantastic opportunity to improve people's lives and deliver real outcomes.

Eight East Suffolk Community Partnerships are being created with YOU in mind and we want you to join us at one or more of our workshops which begin next month – to decide what priorities each partnership should focus on over the next 12 months.

To take part and make sure that YOUR voice is heard, please email [communities@eastsoffolk.gov.uk](mailto:communities@eastsoffolk.gov.uk) and confirm which workshop you would like to attend. Places are limited to two per organisation per

workshop, due to space limitations at the venues, but if you think there are other local organisations that we should invite, then please let us know!

All eight workshop dates and locations are included in the attached documents, which also provide an overview of the Community Partnership approach.

### **Why is this happening?**

During the consultation on forming the new East Suffolk Council (ESC), concerns were expressed about the 55 Councillors covering larger geographical areas, more Town and Parish Councils and more people, and becoming disconnected from local people.

With this in mind, eight Community Partnerships (CPs), based on natural groupings of communities (shown on the attached map), will provide a sharper focus on smaller areas and - with a solution-focussed workshop style, rather than a formal board or committee - seek to make a real difference.

This, however, is not just an East Suffolk Council scheme! Key partners will be Town and Parish Councils, Suffolk County Council, Suffolk Police, Great Yarmouth & Waveney and Ipswich & East Suffolk CCGs, businesses, voluntary organisations, community groups and youth representatives. Your role is crucial.

### **What are the workshops for?**

The CPs will ultimately decide how funding is allocated against local priorities. The very first formal meetings will take place from January 2020 and 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 that includes the chairs of all eight CPs, that CPs can bid into.

Before then, however, we want to start the conversation by speaking with you about what the priorities are for your local area – not just through your own invaluable insight and knowledge but also by using data, facts and figures provided by the Suffolk Office of Data Analytics (SODA).

### **Council Tax Support Consultation**

Letter from East Suffolk Council:

As a local stakeholder I would like to invite you to take part in a consultation on a proposed change to East Suffolk Council's Local Council Tax Reduction Scheme. The plans aim to provide greater certainty to people claiming Universal Credit.

Our current scheme means working-age people who access support because of a low income can claim up to 91.5% off their Council Tax, depending on their individual circumstances. However, as people claiming Universal Credit have an income that can rise and fall each month based on their latest earnings from employment, under the existing scheme the amount of Council Tax people are expected to pay can also regularly rise and fall.

To provide people with more certainty over their Council Tax bills, we are proposing that people claiming Universal Credit will not see a change in their Council Tax unless their weekly income changes by more than £15, or £65 in a month.

The proposed change would not apply to people who have reached state pension age or are not on Universal Credit as other provisions achieve similar outcomes.

The new approach would mean that small changes in income would not trigger a reassessment of Council Tax support, nor a revised Council Tax bill, so Universal Credit claimants know how much their Council Tax will be and can more easily manage their finances.

While the change is expected to help the vast majority of claimants, the proposals also make provision for people who may be disadvantaged by a single change by giving East Suffolk Council the flexibility to not apply the new £15 tolerance rule on a case-by-case basis.

For example, if a Universal Credit claimant has a single change in the year where their income falls by less than £15 a week, their Council Tax support will remain the same despite their reduction in earnings. In such cases, the person's Council Tax support could be reassessed at the end of the year, based on their actual level of income.

Further, for Universal Credit customers, East Suffolk Council intends to change when it assesses entitlement to Council Tax support from DWP notification that a Universal Credit claim has been made to when DWP notifies the actual award. The effect of this is to avoid correcting awards, whilst ensuring they are correct first time, which is seen as beneficial for customers and does not have any financial impact.

If you'd like to comment on these proposals, please take part in our consultation which runs until 3 November 2019. It is accessible at [www.surveymonkey.co.uk/r/counciltaxreductionscheme](http://www.surveymonkey.co.uk/r/counciltaxreductionscheme) or in paper copy at the Marina Centre in Lowestoft and Woodbridge Library.

Results from the consultation will be taken into account before the final proposal is put forward for consideration by Councillors in early 2020. If agreed, the change would come into effect from April next year.

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

The Clerk reported that although she had contacted Suffolk County Council Highways again as no costs had been received for the completion of a full survey for Straight Road. It was agreed that she would contact Suffolk County Council Highways again. **Action: Clerk / Cllr A Day**

#### **09.20 To update re the Straight Road Flooding**

The Clerk reported that she had received notification from Suffolk County Council Highways that they would be taking action to try and improve the drainage situation in Straight Road and that an order for works to the ditch would be completed within the next 20 days from the date of the notification which was the 23<sup>rd</sup> December 2019. Clerk to follow up. **Action: Clerk**

#### **10.20 To discuss supporting the purchase of a new organ for Brightwell Church**

Cllr B Newell reported that Brightwell Church were seeking to replace the church organ. The organ has been serviced every year but recently the church has been advised that the organ will need replacing. The cost of a new organ is approximately £2,000 to £2,500. It was agreed to defer this item until the February 2020 meeting. Clerk to investigate whether this could be supported under Section 137.



Cllr B Newell reported that the Brightwell Church Hall is available for use by the public and if anyone would like to make arrangements to use the hall then they should contact Geoff Lambert telephone 01473 624130. It was agreed that the Clerk should advertise the availability of Brightwell Church Hall on the Parish Council website. **Action: Clerk**

#### 11.20 Finance

##### Income

Locality Budget £1,000.00

##### Expenditure

A J Buggs Salary and Expenses December 2019 £286.30

HMRC Tax Oct, Nov, Dec 2019 £180.00

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

#### 12.20 Correspondence

None

#### 13.20 Meetings attended by councillors / clerk

None

#### 14.20 Members questions to the Chairman

- a. Cllr A Finch said that the boardwalk land on Purdis Heath was in badly need of repair and put forward the suggestion as to whether the Parish Council could support the renovation of the boardwalk. The Clerk reported that she would contact Purdis Poppy Farm and Greenways to try to find out who the land belongs to. To be discussed at February 2020 meeting. **Action: Clerk**
- b. Cllr B Newell reported that a child's pushchair had been fly tipped in Monument Farm Lane Foxhall.

#### 15.20 Date of next meeting

**Parish Council Meeting Wednesday, 12<sup>th</sup> February 2020**

**The Chairman closed the meeting a 21.06 pm**

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

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