

BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL

Minutes

Of the Annual Parish Council (Zoom) Meeting held at 7.30 pm on Tuesday, 4th May 2021

Present

Cllr E Lawrence - Chair

Cllr G Watts

Cllr K Rout

Cllr B Newell

Cllr B Short

Cllr S Short

Cllr A Day

Mrs Angie Buggs – Clerk

71.21 Election of Chairman and signing of Declaration of Office

Cllr E Lawrence asked for nominations for the office of Chairman of the Parish Council. Cllr B Short proposed that Cllr E Warham be elected as Chairman, seconded Cllr S Short – all in favour. As there were no other nominations, Cllr E Warham was duly elected. It was agreed that the Clerk would arrange for Cllr E Warham to sign her Declaration of Office form. **Action: Clerk**

72.21 Election of Vice Chairman and signing of Declaration of Office

Cllr E Lawrence asked for nominations for the office of Vice Chairman of the Parish Council. Cllr A Day proposed that Cllr E Lawrence be elected as Vice Chairman, seconded Cllr B Newell – all in favour. As there were no other nominations, Cllr E Lawrence was duly elected.

73.21 Apologies for absence

Cllr E Warham sent apologies for absence due to a technical issue with her computer.

74.21 To receive Members' declaration of interest

Cllr Adrian Day declared an interest in Item 10a – Orwell Crossing – noted.

75.21 Minutes

The minutes of the Parish Council Meeting held on the 22nd April 2021 were approved as being a true record. Cllr G Watts commented that the last meeting was delayed until 7.57 pm. Under the Parish Council's Standing Orders, the meetings are scheduled to last for a maximum of 2 hours but according to the minutes of the meeting on the 22nd April the meeting did not finished until 9.57 pm. This was noted by councillors. **Action: Clerk**

76.21 Matters arising from the minutes

46.21 Community Hall

The Clerk reported that she had still not received a reply from Andy Jolliffe but would continue to try and contact him. **Action: Clerk**

48.21 To discuss speeding on Bucklesham Road

At the last meeting Cllr B Short asked about the whereabouts of the VAS sign. Cllr E Lawrence said he had spoken to David Penn who has confirmed that he is in possession of the VAS sign and Cllr E Lawrence had asked him to place the sign on a post. **Action: Cllr E Lawrence**

69.21 Members questions to the Chairman

- b. The Clerk confirmed that she had arranged for a 'thank you' card to be sent to John Pickering thanking him for his work on the Foxhall Village Green over a number of years.
- c. The Clerk reported that she had written to Martin Williams Suffolk County Council regarding the bridleway which runs between the A1156 and the Bucklesham Road.

77.21 The meeting was adjourned to receive reports and questions

- a. Cllr Chris Blundell – East Suffolk District Councillor – no report
- b. Cllr Patricia O'brien – Suffolk County Council – no report

To reconvene the meeting

78.21 To appoint members of the Planning Committee and Election of Chairman

It was agreed that the Planning Committee should consist of all members of the Parish Council. Cllr E Lawrence proposed that Cllr G Watts be appointed as Chairman of the Planning Committee, seconded Cllr A Day – all in favour.

79.21 To discuss and approve the Annual Accounts 2020/2021

Cllr E Lawrence stated that the Annual Accounts 2020/2021 had been prepared and distributed to all councillors well in advance of the meeting. Cllr G Watts proposed that the Parish Council approve the accounts, seconded Cllr K Rout – all in favour. **Action: Clerk**

80.21 To approve and sign the AGAR Part 2 – 2020/2021

a. Section 1 Internal Control

Section 1 Internal Control of the AGAR had been circulated prior to the meeting and the Vice Chairman asked for any comments. Cllr B Newell proposed that the Chairman sign Section 1 Internal Control on behalf of the Parish Council, seconded Cllr G Watts – all in favour. **Action: Clerk**

b. Section 2 Accounting Statement

Section 2 Accounting Statement of the AGAR had been circulated prior to the meeting and the Vice Chairman asked for any comments. Cllr A Day proposed that the Chairman sign Section 2 Accounting Statement on behalf of the Parish Council, seconded Cllr E Lawrence – all in favour. **Action: Clerk**

c. Certificate of Exemption

Certificate of Exemption of the AGAR has been circulated prior to the meeting and the Vice Chairman asked for comments. The Clerk reported that to qualify for exemption of an external audit that either the Parish Council's income or expenditure for the year must be below £25,000. Cllr B Short proposed that the Chairman sign the Certificate of Exemption on behalf of the Parish Council, seconded Cllr G Watts – all in favour. **Action: Clerk**

d. To Review the Salary of the Parish Clerk

Cllr G Watts stated that it was over three years since the Clerk's salary was increased. It was agreed that the Clerk should gather up to date figures on Clerks' salaries in order that councillors can review the Clerk's salary. It was agreed that this item should be placed on the agenda for the next meeting. **Action: Clerk**

81.21 Planning

a. Proposed development of Orwell Crossing Logistics Park

Cllr G Watts reported that there are several objections from residents on the ESC Planning website. Cllr G Watts stated that as councillors are aware he had now written the Parish Council's response which has been circulated and with the Parish Council's agreement would be sent to ESC Planning tomorrow. The situation is that although the closing consultancy date is today Highways England have not yet given their approval of the new junction to the A14. They have submitted a holding objection stating they are still considering the application. Suffolk County Council Highways are unhappy with the access and it has still not been clarified as to whether pedestrians and cyclists can legally use the access through Ransoms Europark and the level crossing through the narrow path between the houses.

Cllr A Day commented that there had been no response from Network Rail.

b. General

Cllr G Watts reported that the Clerk had circulated the latest Planning Applications list. Cllr G Watts stated that no decision has been made by East Suffolk Council on the conversion of Foxhall Hall into a dentist surgery.

148 Bucklesham Road – This planning application was decided at the recent Planning Committee and the application was approved by East Suffolk Council.

Cllr A Day asked why the Parish Council had been consulted on the Kesgrave Quarry Planning Application. Cllr G Watts said he was unaware of the reasons for the consultation as it was not in the Parish Council's parish.

Cllr B Newell reported that there has been some doubt about the ownership of the land that Brightwell Church Hall is built on. It has now been clarified that Mr Fosker who lives at Brightwell House opposite the Church does own the land and he has no plans to change the usage of the land. The PCC are considering putting a fence around the Church Hall.

82.21 VAS Sign

Cllr E Lawrence reported that David Penn had removed the VAS sign from the highway, but it has now been placed on one of the available posts. He has suggested to David that the VAS is moved once a month. Cllr E Lawrence said that there is still an ongoing problem with downloading the data. Cllr E Lawrence said that he would try and download the data himself to try and find out what the problems are. Cllr E Lawrence said that he was consulting with Suffolk County Council Highways to position new posts in Brightwell. The application forms have now been completed and sent off to SCC Highways, but it is likely to be two or three months before the posts are erected. **Action: Cllr E Lawrence**

83.21 To discuss on-going maintenance, new bus shelter and extra dog/litter/grit bins for Purdis Farm

Cllr E Lawrence reported that an email had been received from a resident in Purdis Farm who is requesting a bus shelter, a waste bin, and a bench at the Trinity Park bus stop in the direction of Felixstowe. He also said he would gather some site locations for waste bins in the layby where lorries park overnight on the Felixstowe Road. Cllr E Lawrence reported fly tipping on the junction with Pearce Road which has now been removed. Cllr G Watts said that the black bin bags had notices on them stating that they were part of a litter pick. Cllr K Rout said he felt it may be of benefit to have signs erected at fly tipping spots. Cllr K Rout reported that he had witnessed fly tipping in Straight Road which had been reported to East Suffolk Council who had taken a statement. He had managed to get a picture of the car number plate and the tipping. **Action: Cllr E Lawrence**

84.21 To discuss the Green Oasis Project

Cllr E Lawrence reported that there are two or three areas in Purdis Farm which need clearing and seeded with wildflowers. He stated he would contact Norse and ask them to clear the areas as it is East Suffolk Council owned land. Cllr B Newell said that she had walked around Purdis Farm and looked at the green areas and having looked at them she did not believe they are suitable for seeding as meadow land because there is too much tree cover. However, she stated that there is a piece of land on the right before Woodrush Road which is open and would make a nice meadow area. **Action: Cllr E Lawrence**

85.21 Straight Road Improvements

Cllr A Day reported that as agreed at the last meeting he had contacted David Chenery Suffolk County Council Highways regarding Straight Road. He had agreed with David Chenery that they would wait until the May 2021 elections were over and then arrange a meeting with David Chenery and the new County Council to discuss the problems face to face and what can realistically be done in Straight Road without going down the route the Parish Council were planning. As councillors are aware the latest proposal from Highways was to withdraw the passing place signage which with the size of the vehicles using the road would create more hazards. **Action: Cllr A Day**

86.21 To discuss the Group Parish Council providing a Community Hall in Purdis Farm?

Cllr B Newell stated that it appeared that the Community Hall project envisaged would be too large for a small Parish Council. Cllr G Watts felt that in his experience a lot of the residents in Purdis Farm were very transient. It was agreed the Clerk should endeavour to contact Andy Jolliffe regarding speaking to other Parish Councils. **Action: Clerk**

87.21 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.

Fly Tipping

Fly tipping is still causing problems in Foxhall and there has been several instances since our last meeting on the 22nd April 2021 which have been reported to East Suffolk Council. One case in Straight Road was witnessed by a councillor who lives close to where the incident took place. When the person dumped rubbish and he also urinated on the highway. The councillor managed to get a photograph of the car which clearly displays the numberplate. It may be worth consideration as to whether cameras and warning signs are erected in Straight Road.

Bus Shelters

The approximate cost of bus shelters similar design to the ones on Bucklesham Road where you have an “in and out” are £3,200.00 plus VAT without installation.

Straight Road Improvements

As reported at the last meeting I reported that I was having trouble in obtaining a response from Suffolk County Council Highways regarding improvements to Straight Road. Cllr Adrian Day emailed Highways and had an immediate response. David Chenery has agreed to meet with the Parish Council after the 6th May along with the newly elected County Councillor for our area.

88.21 Finance

Income

CIL Receipts £7,434.33

Expenditure

A J Buggs Salary and Expenses April 2021 £261.60

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

Action: Clerk

89.21 Meetings attended by councillors/clerk

- a. Cllr A Day reported that he had discussed Orwell Logistics Park both face to face and on the telephone with residents living on the Felixstowe Road.

90.21 Members questions to the Chairman

None

91.21 Date of next meeting

9th June 2021 – Trinity Park (tbc)

Cllr K Rout offered his apologies for the meeting on the 9th June 2021 as he would be away.

The Chairman closed the meeting at 21.13 pm

Signed..... Date

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