

BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL

Minutes

Of the Parish Council Meeting held at 7.30 pm on Thursday, 10th November 2021

Present

Cllr E Warham - Chair

Cllr G Watts

Cllr K Rout

Cllr B Newell

Cllr E Lawrence

Cllr C Blundell East Suffolk Council

Mrs Angie Buggs – Clerk

144.21 Apologies for absence

Apologies for absence were received from Cllr B Short and Cllr S Short.

145.21 To receive Members' declaration of interest

No declarations of interest were received.

146.21 Minutes

The minutes of the Parish Council Meeting held on the 14th October 2021 were approved as being a true record.

147.21 Matters arising from the minutes

There were no matters arising from the minutes.

148.21 The meeting was adjourned to receive reports and questions

a. Cllr Chris Blundell – East Suffolk District Councillor – verbal discussion

Cllr C Blundell reported that the developers will start work on Brightwell Lakes in August 2022. Cllr B Newell expressed concern about the problems with the traffic at peak times at Seven Hills. Discussions took place regarding traffic lights at peak times however Cllr B Newell said that she did not believe the traffic lights would solve the problem. Cllr C Blundell stated that he had abstained from the vote at the Planning Meeting regarding Orwell Crossing. Concern was expressed by councillors regarding the lack of truck stops now that the Orwell Truck Stop had closed. When the Inspector reviewed the Local Plan, he had stated that the area did not need any more parking for lorries. East Suffolk Council Planning Officers are now concerned that there are no truck stops between Felixstowe and Cambridge for lorries. The Parish Council expressed their concern about proposed pedestrian link via a footpath which leads to the site from Felixstowe Road over the Shepherd and Dog level crossing. The footpath is very narrow and overgrown having seen little use since the A14 was built and the developer has confirmed that they will not be responsible for maintaining this section of the footpath which will quickly deteriorate if it is regularly used by pedestrians and cyclists as envisaged in the Travel Plan. The Parish Council has not received any

information on the details of the work on Murrills Park. Cllr C Blundell agreed to follow up. **Action: Cllr C Blundell**

- b. Cllr Ed Thompson – East Suffolk Councillor – no report.
- c. Cllr Patti Mulcahy – Suffolk County Council – no report.
- d. To receive questions from members of the public - no members of the public were present.

To reconvene the meeting

149.21 Resignation of Cllr Adrian Day and Declaration of a Casual Vacancy

The Clerk reported that she had received the resignation of Cllr Adrian Day. East Suffolk Council has been notified and a Casual Vacancy has been declared. A by-election to fill the vacancy will be held if ten electors for the parish give notice in writing requesting an election to the Returning Officer not later than 25th November 2021. After that date the Parish Council can go ahead and co-opt. It was agreed that the Clerk should write to Adrian thanking him for all his work on behalf of the Group Parish Council. **Action: Clerk**

150.21 Planning

- a. Proposed development of Orwell Crossing Logistics Park

The Planning Application which covers Orwell Truck Stop is still waiting a decision. The Truck Stop has been closed. The Parish Council objected to this application.

- b. Brightwell Lakes

Cllr B Newell reported that a virtual meeting had been held on the 15th October 2021. Work on the development will start in August 2022. There will be three access points: one off the A12 and two of Ipswich Road. The Eastern part of the site will be developed first which will comprise of 173 houses with 80 affordable housing. Bat, bug, and bird boxes are included in the plans An Environmental Strategy will be shared with the different agencies. The roads will be less structured and more curved.

- c. General

Cllr G Watts reported that the following planning applications had still not been decided by East Suffolk Council: DC/21/0903/FUL Football Pitches at the Hollies, DC/21/2391/FUL Ipswich Road Brightwell Caravan Park and DC/21/3805/FUL Foxhall Hall, Hall Road Foxhall – Orthodontal Practice.

151.21 VAS Sign

Cllr E Lawrence reported that the new VAS Sign had been ordered and should arrive before the New Year. The VAS sign has been installed in Brightwell and there is evidence of speeding on Brightwell Hill. David Penn is recording the data and councillors should receive some statistics before the December meeting. **Action: Cllr E Lawrence / Clerk**

152.21 To agree dates for Parish Council Meeting 2022

Prior to the meeting the Clerk had circulated the meeting dates for 2022 which were approved by councillors. All dates will depend on the availability of Trinity Park. The Suffolk Show is the 31st May and the 1st June 2022 so it is possible the May/June dates may need to be changed.

Wednesday, 12th January 2022

Wednesday, 9th February 2022

Wednesday, 9th March 2022

Wednesday, 13th April 2022

Wednesday, 11th May 2022 (Annual Parish Council Meeting / Annual Parish Meeting)

Wednesday, 8th June 2022

Wednesday, 13th July 2022

Wednesday, 14th September 2022

Wednesday, 12th October 2022

Wednesday, 9th November 2022

Wednesday, 14th December 2022

Action: Clerk

153.21 To discuss on-going maintenance, new bus shelter and extra dog/litter/grit bins

The Clerk reported that a request had been received from a resident to locate a grit bin at the corner of Foxglove Crescent and Hazel Drive. Cllr E Lawrence proposed that a grit bin be purchased, seconded Cllr E Warham – all in favour. **Action: Clerk**

154.21 Straight Road Improvements

Cllr A Day had been in contact with Cllr Patti Mulcahy Suffolk County Council and David Chenery Suffolk County Council Highways Manager concerning improvements to Straight Road. Cllr A Day had been trying to arrange a meeting with Cllr Patti Mulcahy and David Chenery. It was agreed that the Clerk should speak to Cllr B Short as to whether he would continue with the project on behalf of the Parish Council. **Action: Clerk**

155.21 Community Governance Review

The Clerk reported that she had spoken to East Suffolk Council concerning the problems with the Parish Council being quorate due to the number of councillors that can serve. Over the last 10 years the number of elected members has been between 8 and 10. When the number to be quorate is calculated it is calculated at one third of the whole number of members of the council ie 13 not the number elected therefore it can sometimes be difficult to be quorate at meetings. It has been suggested that the Parish Council apply to reduce councillor numbers. East Suffolk have stated that before the 2023 elections they will be carrying out a Community Governance Review which is the time the Parish Council could request a reduction. **Action: Clerk**

156.21 To discuss New Road Signs for the Parishes

It was agreed that the Parish Council should consider this project again in the New Year. **Action: Clerk**

157.21 To discuss email from Andy Jolliffe concerning a road safety forum

The Clerk reported that an email has been circulated to all councillors concerning a road safety forum. It was agreed that the Clerk should reply to Andy Jolliffe suggesting the following locations for possible road safety improvements.

- a. Warning Signs Dobbs Lane and Bell Lane crossroads. Hazard signs dangerous junction.
- b. Better signage to be located at the bottom of Straight Road on the A1156.
- c. Insufficient splay on the road junction from A1156/Straight Road.

Action: Clerk

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

It was agreed to defer this item until the January 2022 meeting.

159.21 Clerk's Report November 2021

Brightwell Notice Board Update

The new notice board for Brightwell has been ordered from Greenbarns Ltd. The expected delivery date will be the middle of January 2022.

The insurance payment has still not been received.

Meeting Dates 2022

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Resignation of Cllr Adrian Day

The notice of a Casual Vacancy has been posted in Foxhall advertising the vacancy. If 10 people do not request an election East Suffolk Council will advise the Parish Council that they can go ahead and co-opt.

Community Governance Review

The number of councillors to serve on the Parish Council is 13 in total. However, over the last 10 years the number of elected members has been between 8 and 10. When the number to be quorate is calculated it is calculated at one third of the whole number of members of the council ie 13 not

the number elected therefore it can sometimes be difficult to be quorate at meetings. I wrote to East Suffolk Council to discuss with them whether, if councillors agree, we could reduce our number of elected members. ESC has replied that before the 2023 elections they will be carrying out a Community Governance Review which is the time we could request a reduction. I have sent to all councillors a copy of the review paperwork and would suggest during 2022 we decide what we would like to propose.

Road Safety Forum

Email from Andy Jolliffe

Please find some key notices for your Parish Councillors. District Councillors have also been made aware of the email as we are working closely together and would encourage Parish Councils to join us. Please note that this email is related to parishes in Kesgrave, Martlesham, Rushmere, Purdis Farm and Carlford and Fynn valley villages.

Early discussions are taking place regarding a local Road Safety Forum for the benefit of parishes. The aim will be to raise those issues that have been reported to Highways but have received no action, whilst enabling Parishes and residents to proactively report such issues. Expressions of interest in such meetings are now requested from Parish Councils. If there are not enough expressions the suggestion, originally by Parish Councils, will go no further.

Road Safety Week is between 15th and 21st November 2021 and is arranged nationally by the road charity Brake. Within our area we are raising awareness through local media, large standardised banners and other stakeholders such as Speed Watch volunteers and the Police delivering activities during the week. If any Parish wishes to take a more active role, they are welcome to contact me directly via email.

ANPR Trial – I have spoken with the lead officer at County Council regarding the ANPR trial that is being rolled out. At a recent Community Partnership meeting there was significant interest in ANPR cameras within the area. Although we are unable to engage in the pilot as a Community Partnership, opportunities to nominate an ANPR location are still open. At time of writing, only three parishes/towns in our area have nominated themselves.

I shall be sharing Section 106 fund information with parishes during November in relation to funding that is ringfenced for 'play' and 'sport'. Whilst some parishes have very little available to them, others have significant amounts available. There is a risk that if such funds are not spent/allocated by Parish Councils, the developers that made the contributions can request to recover those funds.

In terms of COVID related work, our county wide helplines are still available. We cannot predict the impact of COVID this winter however we will be engaging with local groups again to check what levels of support may be available if necessary.

Finally, all Parish Councils in our area will receive an email from SALC next week outlining our Road and Traffic Safety funding plans from the Community Partnership. It is now possible to begin discussions around the allocation of funds in preparation for the next meeting on 10th January. More details will follow. I would strongly urge Parishes to consider

this opportunity, especially when working in partnership with other parishes, as there are no plans to review this priority again during the next financial year.

Funding information from Andy Jolliffe

Following the recent Community Partnership meeting in early October we wish to outline the plan for funding proposals for the rest of the financial year. If you were unable to attend the partnership meeting, [you can view it.](#)

There is approximately £15,000 remaining in our budget for 21/22 which should be spent on addressing our current priority – Road and Traffic Safety. At the recent meeting several suggestions were made as options to address this priority, many of which focused on increasing capacity in the assets we already have.

We are now inviting applications for funding from our stakeholders between today and 17th December 2021. Some key points to note:

- Funding should only address Road and Traffic Safety as a priority at this point.
- Applications should be made on the attached outcome proposal form. Support in completing these applications is available.
- Submissions should be made to myself before the deadline of 17th December 2021.
- It is expected that any proposals are discussed with myself prior to submission. This is to avoid duplication and to ensure value for money.
- Consideration should be given to working in partnership with others where possible, and increasing provision of currently successful schemes is also welcomed.
- Opportunities to discuss funding options are available via Teams upon request.

If you have any questions please do not hesitate to contact me.

160.21 Parish Maps

Cllr E Lawrence reported that he had requested up to date maps of the three parishes. Cllr E Lawrence distributed the maps to councillors and the Clerk.

161.21 Finance

Income

CIL Receipt £7,607.06

Expenditure

A J Buggs Salary and Expenses October 2021 £332.40

Cllr K Rout proposed that the above expenditure be approved, seconded Cllr L Warham – all in favour.

Half Year Account 1st April 2021 – 30th September 2021 / Council Tax Base 2022/2023

Cllr B Newell proposed that the half year accounts be accepted, seconded Cllr G Watts – all in favour.

Budget 2022-2023

It was agreed to defer the setting of the budget for 2022-2023 until the December 2021 meeting.

162.21 Meetings attended by councillors/clerk

None

163.21 Members questions to the Chairman

None

164.21 Date of next meeting

Wednesday, 8th December 2021 at Trinity Park

The Chairman closed the meeting at 21.42 pm

Signed..... Date

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