

BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL

Minutes

Of the Parish Council Meeting held at 7.30 pm Wednesday, 13th July 2022 at Trinity Park

Present

Cllr E Warham - Chair

Cllr K Rout

Cllr E Beach

Cllr B Newell

Cllr E Lawrence

Cllr G Watts

Cllr C Blundell – East Suffolk Council

Mrs Angie Buggs – Clerk

117.22 Apologies for absence

Apologies for absence were received from Cllr B Short, Cllr S Short and Cllr Patti Mulcahy Suffolk County Council.

118.22 To receive Members' declaration of interest

No declarations of interest were received.

119.22 Minutes

The minutes of the Parish Council Meeting held on the 8th June 2022 were approved as being a true record.

120.22 Matters arising from the minutes

There were no matters arising. All items formed part of the agenda.

121.22 The meeting was adjourned to receive reports and questions

a. Cllr Chris Blundell – East Suffolk Councillor

East Suffolk Council elects a new Chairman for 2022/23

The council has elected its new chairman for the 2022/23 municipal year. Jenny Ceresa, who represents the Carlton Colville ward, was appointed to the role at the annual general meeting of the Full Council. Jenny was voted in as a councillor in 2015 and has since served as a member of the planning committee and scrutiny committee. She was also elected to Suffolk County Council for Lowestoft South in 2017 and chairs the county council Development and Regulation Committee. Cllr Ceresa's deputy for the 2022/23 municipal year will be Martlesham and Purdis Farm ward councillor, Chris Blundell.

Central Government

Today (10th July 2022), as I write this column I cannot but feel sad at the events that have recently unfolded at Central Government. To some extent their troubles will reflect through the political party system to all members of that party. My primary concern is to help create and maintain the quality of living in the communities that I represent in as good a state of wellbeing as possible. With help from the dedicated East Suffolk Council officers, I would like to think that I have achieved something of those goals.

Cabinet Decisions

Every month the East Suffolk Council's Cabinet meets to make decisions that do not require the full council's approval. Most decisions are of a housekeeping enabling nature. This month (July 2022) decisions made by Cabinet included:

1. That a procurement process to purchase 23 new Refuse collection vehicles be started. This is being done to ensure an efficient, adaptable and resilient waste and recycling collection service for East Suffolk and to reduce maintenance costs and service disruptions.
2. That the Head of Operations be authorised to implement a review of existing parking management regulations within the East Suffolk District. Also, that a Supplementary Budget of £21k for 2022/2023 and £42k for future years be approved for the appointment of a Highways Technician/Engineer to provide the resource and capability necessary for undertaking the review and implementing the consequent changes to parking management regulations within the district.

Residents are invited to have a say on a new planning document

East Suffolk residents are invited to have their say on a new planning document covering small-scale residential developments in the countryside. A consultation on the draft '*Housing in Clusters*' and '*Small-Scale Residential Development*' in the *Countryside* Supplementary Planning Document (SPD), which provides guidance on the development of small-scale housing of up to five dwellings, was launched on Friday 17th June 2022.

All comments received by 5 pm on 5th August 2022 will be considered and taken into account when finalising the '*Housing in Clusters*' and '*Small-Scale Residential Development in the Countryside*' SPD, which will be adopted later in 2022. Once adopted the SPD will be a material consideration in determining planning applications.

You can view and comment on this consultation at: www.eastsuffolk.gov.uk/planning-policy-consultations.

Murrill's Park Play Space

This is a development undertaken by East Suffolk Council to refurbish and substantially improve the children's play space in Murrill Park in Purdis Farm. The refurbishment is currently under way, and it is expected to be completed by the end of the July 2022. It is planned to have a formal opening ceremony in mid-August with the children from the local area participating in the opening ceremony.

- 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

Katherine Riddell

DC/22/2422/P3R Prior Notification - Clearing a dirt path trail through the woods. Planting indigenous species of trees to enhance the visual aesthetic of the woodland. To manage the public footpath by erecting post and rail fencing 3 meters either side of it. To maintain the footpath by clearing leaves and fallen branches and any other natural debris that occurs. The main idea for this area is to add some extra length onto our cross-country cycle trail. At present this is a 4-mile loop and our hope is to add an additional 2 miles of trail onto that, to make a total circuit of 6 miles. On existing site-to convert two shipping containers (see drawings) to house a check in point and first aid area which will also serve as a repairs shop, bike hire and merchandise sales area. The containers are semi permanent, recycled, that can be relocated in the future. If required the containers will be clad in wood to be in keeping with 'natural' theme of the park. Management of the land/woodland We will be using and taking advice from a woodland management company to take care of the trees and to ensure that the local resident wildlife is protected and encouraged.

The Chairman thanked Katherine for the report which included a map of the area which had been received by the Clerk and circulated to all councillors. Discussions took place as to whether the proposed development is in Brightwell or Bucklesham. Katherine said that the entrance to Twisted Oaks Bike Park is a rough gravel track which can only allow access for one vehicle at a time. During the construction period all construction vehicles will use the same track which is going to have an impact on Bucklesham and Brightwell walkers.

Katherine said it had been noted that camping is being offered on the existing site when the bike park is hosting events, or on request, according to their website, but it is not known whether any planning permission is in place.

Katherine expressed concerns regarding the safety aspects of the proposal. The owners of the bike park have been asked about access for emergency vehicles such as ambulances. The owner of the bike park said that he had an agreement from the local landowner, Mr Bruce Kerr, to bring these and other larger lorries via a farm track which starts on Chapel Lane, and some of which runs along a public footpath, to the southeastern corner of the wood. This track is extremely rough, and it is doubtful whether it would be suitable for ambulances. Katherine said that she had witnessed the air ambulance being called to the bike park twice in the last 12 months (21 November 2021 and 18 March 2022) as well as other road ambulances via the existing entrance. It is believed that the Suffolk Ambulance Service are consulted about this access to the new section of the bike park, in order to determine that it is indeed passable for their drivers. Katherine said that she believed the height of the jumps should be adjusted to ensure safety of the participants.

The Chairman thanked Katherine for coming to the Parish Council Meeting and that the Parish Council would consider any Planning Application in detail when it is resubmitted.

To reconvene the meeting

122.22 Planning

a. Proposed development of Orwell Crossing Logistics Park

The Highways Agency have responded to the two letters which discussed the Truck Stop. East Suffolk will make the decision whether the application should go to the Planning Committee.

b. General

DC/21/3512/FUL Molen Bucklesham Road Foxhall – Retrospective Application – front garden walls.

Cllr G Watts reported that this planning application is still outstanding. Clerk to again write to East Suffolk Planning Department asking the reasons for the delay. **Action: Clerk**

DC/21/2391/FUL Land off Ipswich Road Brightwell – Change of use of land for siting of 31 static units and 12 touring pitches and ancillary facilities – resubmission

Cllr G Watts reported that the estimates of the cost for sewerage and septic tanks are still outstanding.

123.22 To discuss VAS sign reports

Cllr E Lawrence reported that the two new VAS signs have been delivered and have been installed in Brightwell. The existing two VAS signs will remain in Bucklesham Road. Both sets of signs will be left in position but will not be in operation on a permanent basis. Cllr B Newell thanked Cllr E Lawrence for the statistics however asked whether it would be possible to just receive the latest statistics to avoid the necessity of having to scan through the old sets of data. Cllr E Lawrence said he could produce graphs of the data which may be easier to read. Cllr B Newell asked whether there was any difference in the speeds of traffic between weekends and weekdays and when the Twisted Oaks is open. Cllr E Lawrence stated that he thought Twisted Oaks does generate extra traffic.

Permission has now been granted from a resident to position a new pole for a VAS sign to be erected in Bucklesham Road and the Parish Council are waiting for Suffolk County Council Highways to install the post. **Action: Cllr E Lawrence**

124.22 To discuss Rewilding of Purdis Farm

Cllr E Lawrence reported that he had arranged a meeting with the Suffolk Wildlife Trust regarding the rewilding project. Vehicles are parking on the grass verge from the bottom of Essex Way and Foxglove Crescent but unfortunately, he has been advised that this practice cannot be stopped other than to plant shrubs which are easy to maintain. Cllr Patti Mulcahy has agreed to allocate some funds for this project. **Action: Cllr E Lawrence**

125.22 To discuss the Bucklesham Solar Farm

Cllr G Watts stated that when the Parish Council receive the revised Planning Application it needs to look at the planning issues and the traffic.

Cllr B Newell stated that when she attended the briefing session at Newbourne Village Hall she was made aware that information documentation had not been sent to the Parish Council. Representatives from Novus apologised for the error and agreed to send it to the Clerk as soon as possible. She reported that Novus are considering a number of things at the moment; Aquifix, Twisted Oaks Bike Park. Currently Novus have completed tests using bore holes.

126.22 To discuss the Consultation: Draft Housing in Clusters and Small-Scale Residential Development in the Countryside Supplementary Planning Document Consultation Period: Friday, 17th June to 5 pm Friday 5th August 2022

Cllr G Watts stated that he had studied the consultation document but believed the Parish Council had no comments to add – all in favour. Clerk to reply stating no comment. **Action: Clerk**

127.22 Report from Councillors on the Brightwell Lakes Community Forum

Cllr E Lawrence had attended the recent Brightwell Lakes Community Forum meeting. Some groundwork is in progress, and it is expected that building will start in the New Year. There will not be a gas supply on the site and all properties will be electric only. Amenities will include schools, allotments, and football pitches which will be adjacent to the school. Discussions also took place regarding the existing fences which currently surround Adastral Park and whether they will remain. Cllr E Lawrence to clarify. **Action: Cllr B Newell / Cllr E Lawrence**

128.22 To discuss the proposed diversion of Brightwell Bridleway No 12A

The Clerk reported that an application has been submitted under Section 257 of the Town and Country Planning Act 1990 to enable development to take place in accordance with planning permission DC/18/1435/OUT which gives outline permission for a development known as Brightwell Lakes. The permission approves the plans showing the means of vehicular access into the site in full so as to facilitate early delivery of the development as the major housing commitment of East Suffolk Council's Core Strategy (Policy SP20). The approved alignment for the priority junction eastern access off Ipswich Road means that it is to be constructed over the alignment of Brightwell Bridleway No 12A as shown on the attached Drawing No 22274-BR12A-01. A 1:7500 scale location map is also attached to enable you to locate the bridleway within the wider area. Suffolk County Council will not authorise works to construct the road without a change to the route of the bridleway to separate it from the approved carriageway alignment. The proposed alternative route will provide a route of similar length and alignment, running parallel to the existing alignment but a few metres to the west. It will continue to provide a link between Ipswich Road and Brightwell Bridleway No 12. It will be 3 metres wide with a level and consolidated natural surface suitable for all users. Please note that the existing route, together with a number of other routes crossing the development site, is currently temporarily closed in the interests of public safety to enable earthworks and the laying of electrical cables in connection with the development. This application had previously been circulated to councillors. Following discussion, it was unanimously agreed that the Parish Council supported the diversion. **Action: Clerk**

129.22 To discuss producing a parish newsletter

The Parish Council had previously agreed to producing a quarterly newsletter, and Cllr E Beach proposed that the first newsletter should be delivered at the end of September 2022 and that councillors should submit editorial as soon as possible. It was agreed the schedule for producing a newsletter should be March, June, September, and December each year. It was agreed that for the first edition adverts should be free to all advertisers. Councillors will need to deliver to Foxhall, Brightwell and Bucklesham Road Purdis Farm properties as these areas are not covered by the delivery company. Discussions took place regarding various editorial contributors. It was proposed by Cllr K Rout that the Parish Council agreed a budget of £750.00 for the cost of producing the newsletter, seconded Cllr E Lawrence – all in favour. **Action: Cllr E Beach**

130.22 To discuss latest from Community Partnership

Cllr E Lawrence attended the meeting. The Community Partnership is in the process of setting up its Terms of Reference. It has been agreed that the Parish Council should be part of the Committee. A

significant portion of the meeting was used to discuss potential projects that could meet the current objectives. Attendees at the Community Partnership meeting 'voted' for their three preferred options to explore further. The most popular options were as follows:

1. Countryside walking groups
2. Artists and young people collaboration, improving wellbeing
3. Road safety – working with education providers/industry and agriculture

Action: Cllr E Lawrence

131.22 Clerk's Report July 2022

Internal Audit Report 2021/2022

Recommendation 1: The Council should re-examine its allocation of available resources to ensure that (a) earmarked sums do not exceed available funds and (b) sufficient General Reserves are maintained to provide that there are adequate contingency sums to meet, within reason, any unforeseen items of expense that may occur.

This relates to the monies we have available for the items such as VAS signs and road safety.

Recommendation 2: In view of the amount of cash reserves more than the Fidelity Guarantee insurance cover of £25,000 it is felt that the Council should consider an increase in the insurance cover to ensure that both financial and reputational risks are mitigated. It should be stressed that such insurance cover does not imply any mistrust of Councillors, employees or any volunteers but reflects a professional duty to protect the funds being held on behalf of the public as well as protecting the Council's reputation.

The Fidelity Guarantee Insurance has been increased to £100,000.

132.22 Road Safety Forum

Nothing to report.

133.22 Straight Road Survey

The Clerk reported that the invoice had been received from Suffolk County Council Highways. Cllr Patti Mulcahy Suffolk County Council had contributed £3,000 from her Locality Budget and the Parish Council offered a vote of thanks to Patti. The Parish Council has not received a date for the commencement of the work. **Action: Clerk**

134.22 Finance

Income

None

Expenditure

A J Buggs Salary and Expenses June 2022	£359.16
Clerk's NI/Tax April, May and June 2022	£232.80
Westcotec – VAS Signs	£8,291.88
Suffolk County Council – Traffic Survey	£11,190.70
David Penn – VAS Locks	£9.98

Community Account Balance as at 31 st May 2022	£40,464.54
Business Account Balance as at 31 st May 2022	£8,275.34

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

135.22 To discuss the Internal Audit Report 2021/2022

The Clerk had previously circulated the Internal Audit Report 2021/2022 to all councillors. The Internal Auditor Trevor Brown had highlighted two recommendations as follows:

Recommendation 1 – The Council should re-examine its allocation of available resources to ensure that (a) earmarked sums do not exceed available funds and (b) sufficient General Reserves are maintained to provide that there are adequate contingency sums to meet, within reason, any unforeseen items of expense that may occur.

Recommendation 2 – In view of the amount of cash reserves in excess of the Fidelity Guarantee insurance cover of £25,000 it is felt that the Council should consider an increase in the insurance cover to ensure that both financial and reputational risks are mitigated. It should be stressed that such insurance cover does not imply any mistrust of Councillors, employees or any volunteers but reflects a professional duty to protect the funds being held on behalf of the public as well as protecting the Council's reputation.

The Clerk reported that the Parish Council's Fidelity Guarantee insurance has been increased to £100,000 with immediate effect. Please refer to 8th June 2022 Minute No 113.22.

Cllr E Warham proposed that the Parish Council accepted the auditor's report and agreed that appropriate action should be taken, seconded Cllr K Rout. **Action: Clerk**

136.22 Meetings attended by councillors/clerk

- a. Bucklesham Solar Farm

Cllr B Newell reported that she had attended the briefing session at the Newbourne Village Hall which had been organised by Novus. This item had been discussed. Please see Minute No 125.22.

137.22 Members questions to the Chairman

- a. Cllr K Rout requested that an item be placed on the next agenda to discuss erecting signs regarding the dropping of litter. For example, *"DON'T BE A TOSSER – TAKE YOUR LITTER HOME"*. **Action: Clerk**
- b. Cllr E Warham stated that the 40 mph sign going east from J Sainsburys towards Felixstowe is in need of repair. Clerk to report. **Action: Clerk**

138.22 Date of next meeting

7.30 pm Wednesday, 14th September 2022

The Chairman closed the meeting at 21.39 pm

Signed..... Date

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