

## **BRIGHTWELL, FOXHALL & PURDIS FARM GROUP PARISH COUNCIL**

### **Minutes**

Of the Parish Council Meeting held at 7.30 pm Thursday, 12<sup>th</sup> May 2022 at Nacton Village Hall  
Nacton

Present

Cllr E Warham - Chair

Cllr K Rout

Cllr E Beach

Cllr B Newell

Cllr E Lawrence

Cllr G Watts

Mrs Angie Buggs – Clerk

#### **73.22 Election of Chairman and signing of Declaration of Office**

Cllr E Warham asked for nominations for the office of Chairman of the Parish Council. Cllr E Lawrence proposed that Cllr E Warham be elected as Chairman, seconded by Cllr G Watts – all in favour. As there were no other nominations, Cllr E Warham was duly elected. Cllr E Warham signed his Acceptance of Office form countersigned by the Clerk. **Action: Clerk**

#### **74.22 Election of Vice Chairman and signing of Declaration of Office**

Cllr E Warham asked for nominations for the office of Vice Chairman. Cllr E Warham proposed that Cllr E Lawrence be appointed as Vice Chairman, seconded Cllr B Newell – all in favour.

#### **75.22 Election of Planning Committee and Chairman**

The Planning Committee consists of all members of the Parish Council. Cllr E Warham asked for nominations for the office of Planning Committee Chairman. Cllr E Lawrence proposed that Cllr G Watts be appointed as Chairman of the Planning Committee, seconded Cllr E Warham – all in favour.

#### **76.22 Apologies for absence**

Apologies for absence were received from Cllr B Short, Cllr S Short and Cllr Chris Blundell – East Suffolk Council.

#### **77.22 To receive Members' declaration of interest**

No declarations of interest were received.

#### **78.22 Minutes**

The minutes of the Parish Council Meeting held on the 20<sup>th</sup> April 2022 were approved as being a true record.

#### **79.22 Matters arising from the minutes**

71.22b Questions to the Chairman

Cllrs K Rout and E Beach had, as requested at the last meeting, physically counted all the litter bins in the three parishes. The Chairman thanked them for carrying out this important piece of work. It was agreed that the Clerk should compare the findings with the Asset Register. **Action: Clerk**

## **80.22 The meeting was adjourned to receive reports and questions**

- a. Cllr Chris Blundell – East Suffolk District Councillor – written report.

Managing director appointed to lead East Suffolk Services. The creation of a new trading company in East Suffolk – delivering crucial services such as waste and recycling collection, grounds maintenance and street cleansing, has moved a step closer with the appointment of its Managing Director and confirmation of the organisation’s trading name.

Cassandra Clements arrives from Babergh & Mid Suffolk Councils, where she is currently Assistant Director for Environment & Commercial Partnerships, to lead the newly created East Suffolk Services. She will be tasked with driving the highest possible standards of service delivery, while seeking the best possible value for money for residents, businesses and all local stakeholders.

### **Response to planning consent for major offshore windfarm projects**

The Secretary of State for the Department of Business, Energy and Industrial Strategy has awarded planning consents for Scottish Power Renewables East Anglia One North and East Anglia Two Offshore Wind Farms.

The projects will contribute up to 1.7GW of renewable energy, once constructed, and help towards achieving the Government’s ambitions of 40GW of offshore wind by 2030.

The Council will now be responsible for discharging a number of the requirements imposed on the developer via the Development Consent Orders, with the potential that the projects may commence construction in 2023.

### **Sale completed for former Melton Hill offices in Woodbridge.**

We have completed the sale of our former Melton Hill offices in Woodbridge, to the family-run Manningtree building firm, Rose. The site has been vacant for more than six years since the offices moved to Riduna Park in Melton. Rose has a history of working in the town – most recently on the Queens Drive development of 33 new homes.

### **New programme agreed to drive down number of empty long-term homes**

An ambitious three-year programme has been agreed to drive down the number of long-term empty homes in East Suffolk. Long-term empty properties are defined as residential properties that have been empty for at least two years. In East Suffolk, 280 properties in private ownership have been empty for more than two years. These will be prioritised for action according to type, location, duration unoccupied, and housing need in the surrounding area.

### **Delivering sustainable homes in East Suffolk**

A new planning document has been adopted in East Suffolk to help guide the development of sustainable buildings in the district. The new Sustainable Construction Supplementary Planning Document provides planning guidance on a wide range of sustainable construction topics include

energy efficiency, renewable energy, water management and conservation, construction methods, and use of materials.

- 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**

#### **81.22 Planning**

##### **a. Proposed development of Orwell Crossing Logistics Park**

Cllr G Watts stated that all the reserved matters have now been agreed. The only outstanding area is the Orwell Truck Stop. DC/22/1289/DEM Prior Notification – All existing buildings at former Orwell Crossing Truck Stop – agreed. Highways objected to this application and recommended refusal stating that the lawful planning use of the site should remain a lorry park until such time that any grant of planning permission for its redevelopment has been granted and commenced.

##### **b. General**

DC/21/3512/FUL Molen Bucklesham Road Foxhall – Retrospective Planning Application. Suffolk County Council objected to this application. This application is still pending. Clerk to write to East Suffolk Planning asking for an update.

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. Environment Agency is still objecting because of the drainage and water.

DC/22/1096/FUL The Grange Purdis Road Foxhall – Construction of domestic garage/workshop with attic storage above. The owners of the property Homestead have objected to the application. The Parish Council did not object to this application.

#### **82.22 To discuss VAS sign reports**

Cllr E Lawrence reported that there were no VAS reports this month. Cllr E Lawrence stated that he had been investigating new positions for posts on which to erect VAS sign in Bucklesham Road. However, if the Parish Council locates VAS posts outside a property the homeowner has to be in agreement. The Clerk reported that a delivery date has not been received for the two new signs. It was reported that one of the VAS signs in Bucklesham Road has overgrown trees covering it. **Action: Cllr E Lawrence / Clerk**

#### **83.22 To discuss Murrills Park**

#### **Outdoor Playing Space Fund / Disability Roundabout**

The Clerk reported that following the last Parish Council Meeting she had received a telephone call from Sarah Shinnie East Suffolk Council stating that they have the opportunity to add in an disabled accessible roundabout. The roundabout is going to cost £6,178 and the installation and safety surfacing is going to cost £7,799.30 so the total costs will be £13,977.30. Sarah has said that there is £10,542.48 available in the Play Pot for Foxhall and £5,251.29 in the Play Pot for Purdis Farm. If both Play Pots of money are utilised there will be enough funding to cover the cost of the installation of the accessible roundabout and the safety surfacing. Sarah has asked whether the Parish Council would be prepared to use the funding for this purpose. Cllr B Newell proposed that the Parish Council authorise Sarah Shinnie to use the funding for the disability roundabout and safety surfacing, seconded Cllr G Watts – all in favour. **Action: Clerk**

#### **84.22 To discuss and decide on support for Ukrainian Families**

Cllr K Rout reported that unfortunately there is a lot of ‘red tape’ when trying to accommodate Ukrainian Families but that he would continue to pursue. **Action: Cllr K Route**

#### **85.22 To discuss producing a parish newsletter**

Cllr E Beach reported that she had been in touch with the Editor of the Flyer Jon Trotter who had provided her with some useful information. The total for producing the magazine and distribution would be approximately £479 per edition. It was agreed that quarterly magazines would be the best option. The following actions were agreed:

- a. Cllr E Beach agreed to telephone businesses to find out whether there would be any interest from businesses to advertise.
- b. Councillors to provide Cllr E Beach with ideas of what could be included before the next meeting. Some suggested headings were Murrills Park, co-option of new councillors, General Governance Review, Road Safety Forum.
- c. Cllr E Beach agreed to find rates for charging advertisers.

**Action: All Councillors / Clerk**

#### **86.22 Clerk’s Report May 2022**

##### To agree on the Re-wilding areas in Purdis Farm

As agreed at the last meeting I emailed Lacey Crowe at East Suffolk Council enclosing the map and requested that the rewilding should be trialled for a period of time and then reviewed.

##### Update on Item 10 on the Agenda

Following our last meeting I had a telephone call and email from Sarah Shinnie East Suffolk Council as follows:

“Following our discussion earlier in the week we know We have an opportunity to add in an accessible roundabout at the new play development at Purdis Farm.

The roundabout is going to cost £6,178 and the installation and safety surfacing is going to cost £7,799.30 so the total costs will be £13,977.30.

There is £10,542.48 available in the Play pot for Foxhall and £5,251.29 in the Play pot for Purdis Farm with both of these amounts, we would be able to installation the accessible roundabout.

Would the two parishes be happy for the funds to be spent in this way?"

As you know Sarah had previously asked whether the Parish Council would be prepared to fund the disabled accessible roundabout.

#### Agenda Item 17 To approve and sign the AGAR Form 3

Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete AGAR Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*. Our total income for the financial year 2021/2022 is £27,485.97 therefore we are required to have an Internal Audit and also be audited by the External Auditor therefore our audit fees will be higher this year.

#### **87.22 Road Safety Forum**

The Parish Council noted the content of the report which had been received from Andy Jolliffe. Cllr E Lawrence reported that he would be attending the next Road Safety Forum meeting.

#### **88.22 Finance**

##### **Income**

SCC Locality Budget	£1,000.00
Precept (full year)	£7,000.00

##### **Expenditure**

A J Buggs Salary and Expenses April 2022	£394.80
Hire of Nacton Village Hall (paid by Clerk)	£56.00
SALC Subscription	£739.55
Norse Dog Bin	£212.54
GritBin.com – Grit Bin Purdis Farm	£234.77

Community Account Balance as at 31 <sup>st</sup> March 2022	£34,426.03
Business Account Balance as at 31 <sup>st</sup> March 2022	£8,275.34

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

#### **89.22 To discuss and approve the Annual Accounts 2021/2022**

The Clerk stated that the Annual Accounts 2021/2022 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 E Warham – all in favour. **Action: Clerk**

#### **90.22 To approve and sign the AGAR Form 3**

The Clerk explained that the Parish Council's whose income or expenditure exceeds £25,000 must complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with Proper Practices. For the year 2021/2022 this applies to Brightwell Foxhall & Purdis Farm as the total income was over £25,000.

## Section 1 Internal Control

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

## Section 2 Accounting Statement

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

### 91.22 Meetings attended by councillors/clerk

None

### 92.22 Members questions to the Chairman

1. Cllr B Newell reported that a 6-wheel HGV vehicle which had delivered a large shipping container to the woodlands in Bell Lane had done a lot of damage to the trees in Monument Farm Lane. Cllr B Newell said that she had sent information to Suffolk County Council Highways requesting that restrictions are placed on Woodhouse Lane to stop HGVs accessing unsuitable country roads. **Action: Cllr B Newell**
2. Cllr E Warham that she had received a complaint from a resident about parking on Bucklesham Road when St Augustine's Church have a large gathering. **Action: Clerk**

### 93.22 Date of next meeting

Wednesday, 8<sup>th</sup> June 2022 Trinity Park

The Chairman closed the meeting at 21.15 pm

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

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