**BROMESWELL PARISH COUNCIL**

**PARISH COUNCIL MEETING MINUTES (20/02)**

**Monday 27 January 2019**

**Meeting commenced at 7.30pm**

1. **Attendance & Apologies**

**Parish councillors attending:** Ian Abbott (IA) (Chair), Verity Brown (VB), Sue Todd (ST), Rory Burrow (RB), Tim Johnson (TJ)

**Clerk:** Rob Cutts (RC)

 **Guests:**  James Mallinder (JM) – District Councillor

 **Apologies:**  Andrew Reid (AR) – County Councillor**,** Tracy

 Rogers (TR)

Apologies were received from TR who would not be able to attend and from AR due to a SCC meeting. These apologies and the reasons for them were accepted by the PC.

There were five members of the public in attendance.

1. **Declarations of Interest**

There were no declarations from councillors about agenda items. The Clerk reminded councillors of the need to update the Register of Interests in the event of any changes to their personal interests and those present confirmed their entries were up to date.

The council agreed to change the order of the agenda to enable JM & AR to deliver their reports, deal with district and county council related issues and leave the meeting.

1. **Report from East Suffolk Council, James Mallinder**

A written report had been previously circulated. Items of particular importance were to ensure that the green/environmental agenda is kept to the forefront of peoples minds with specific reference to the Greenprint Forum – which is involved in more than it’s name suggests. Also the concerns about the proposals for wind farm sub-stations at Friston are giving concern to local parish councils and ESC who are actively engaging with local MPs, SCC and the developers.

1. **Report from Suffolk County Council, Andrew Reid**

A written report had been previously circulated. Clerk to bring to attention of VHC the availability of funds through the SCC Exemplar Grant Fund.

1. **Approval of minutes of meeting dated 25 November 2019 & 6 January 2020**

Both of these sets of minutes were approved and signed by the Chairman.

1. **Matters arising from minutes dated 25 November 2019 & 6 January 2020**

All matters arising from 25 November minutes feature in agenda items for today’s meeting. The PC thanked JM for his letter supporting the PCs objection to this proposed development following the meeting on 6 January. In turn JM praised the PC for the speed and conduct of the public Planning Committee meeting and detail of its response based clearly on planning policy grounds.

1. **Finance Matters**

Finance Report – The Clerk had previously circulated the Finance Report for the period since the last meeting and which is attached to these minutes. The PC approved the report and the Chair countersigned the bank statements to confirm the accuracy of the report to those statements.

Request for donations – The PC declined to make a donation to SARS (Suffolk Emergency Response Service) whilst acknowledging its excellent work as it did not fit the criteria it had previously established for donations.

The PC approved a donation of £562 to Bromeswell PCC to assist with the upkeep of the churchyard.Clerk to arrange payment.

Authorisation of payments – The PC authorised payment of £19.20 to SALC for an audit course attended by the Clerk. Clerk to arrange payment.

2020-21 Budget Setting & Precept Request – Clerk confirmed that he had submitted the required form to ESC for a precept of £5820 for the coming year. Neither the Clerk nor Chair had received any adverse comment after circulating the details of the increase and reasons for it to residents receiving the Warbler and posting notices on both noticeboard inviting comments. The first tranche of the precept will be due to be received in April.

Insurance Policy Review – The Clerk confirmed he had reviewed the PC’s insurance policy to the recently approved Asset Register and was satisfied that the cover provided was sufficient. He had obtained a copy of the insurance cover arranged by the VHC for the village hall and confirmed that cover both in terms of risks covered and sum insured of c£422,000 appeared satisfactory. He has also seen confirmation that the annual premium has been paid. PC asked Clerk top enquire of VHC how valuation for insurance purposes of village hall has been arrived at as this seems high for a building of that type of construction.

Audit Report – PC happy with progress made by Clerk in resolving minor issues raised in 2019 report. PC approved request from Clerk to once again instruct SALC to undertake audit in 2020.

Online Banking – PC authorised Clerk to contact Barclays to investigate possible move to online banking.

Risk Assessment – The PC reviewed its Risk Assessment document and confirmed that it was satisfied that this, along with Assets & Responsibilities Register identified key risks and possible costs for the Council.

1. **Parish Plan & Village Matters**

Website – Clerk continues to update with basic information required under Transparency requirements. Clerk is aware that other local parishes use an alternative slightly more expensive supplier. Given ongoing issues with cumbersome nature of updating, Clerk will investigate ahead of next renewal in September 2020.

Common Lane “Vineyard” Field – IA reported that the entire field has been purchased from Foskett Farms by Mr & Mrs Schlee who live in the village. Their stated aims are to prevent development and to involve the village in how the field should be used. The field will continue to be leased to Foskett Farms until the end of 2020. The PC warmly welcomed this news as the use of parts of this field had been an ongoing concern for the village and PC for many years. IA agreed to pass on the thanks of the PC and enquire what situation regarding seasonal workers caravans on the site was for current year.

Village Hall – ST reported back having attended a recent VHC meeting as a guest. The VHC are clearly working very hard to ensure that the hall is well run and successful. The hall continues to be booked most days by a variety of users. There is concern that the costs of the replacement septic tank have increased to over £30,000 + VAT which is in excess of planned budget. Further investigations on resolving the issue are planned. Given the size of the VAT issue on planned works the VHC are condsidering becoming VAT registered so they can reclaim VAT.

Emergency Plan – Updated plan has been sent to ESC. It was agreed that the PC would proceed with the purchase of hi-visibility vests, wind up torches, walky-talkies and a wind up radio. JM agreed to fund the purchase of the vests and walky-talkies. PC authorised VB to spend up to the agreed budget (£300) to ensure any suitable equipment was purchased. The PC thanked JM for his generous contribution from his local support budget.

Notice Board – VB reported that the new noticeboard had been acquired and erected. Local donations totalled £1400 for which the PC expressed its gratitude. The cost of the board was £2238 and cost of erecting it £140. Given the donations received the net cost to the PC was £978 from which a VAT refund of £373 is expected. This project will therefore have come in £395 under the budget set in the 2020-21 budget. It has also been delivered ahead of schedule. The PC confirmed the payments of £2238.00 to Harry Stebbings for making the board and £140.00 to Mr Allen Turner for erecting it. These payments had been previously authorised to the Clerk by email by councillors. The PC thanked VB for all her work in managing this project.

Litter Pick – The PC expressed its thanks to Margaret Read for once again taking on the task of organising this. It is due to take place in early March.

Local Electricity Bill – TJ declared a conflict of interest on this item due to his employment and took no part in the discussion. This was a request from outside the village to support a Parliamentary bill in respect of establishing local suppliers of electricity. The PC discussed this and felt it was neither informed enough about the actual proposal nor the motives of the sponsors of this request to give support and declined to support their request.

1. **Report from Deben Ward Joint Councils Meeting**

Attended by ST and RC. It is hoped the National Trust will host a community access day at Sutton Hoo. Police report success in disrupting county lines drug gangs but are very aware that they have not gone away. The new coastal path route around the UK is due for announcement in the Spring. ESC is moving to online only consultation although have indicated they will be supportive in providing paper copies for larger & more complex schemes. JM is taking forward the work regarding highways and flooding with SCC. 71 bus reinstated but timings altered so no longer connects with train at Melton. Still actively trying to get 800 service through to Rendlesham reinstated. Focus on green agenda remains & should be incorporated into future Parish Plan. A large part of this is education, followed by what (small) steps can we take at a village level. The Deben Estuary Plan is coming up for review in 2020. It was suggested that councils circulate details of events/clubs/activities, services and recycling facilities to avoid the need for people to travel beyond the peninsula area.

1. **Planning Matters**

Planning applications – Planning applications for The Grange was supported by the PC and approved by ESC. The PC was unaware of the application for Fairways for which permission has now been granted. The PC has opposed the application for a house on land off St Edmund Close/Summer Lane. Decision awaited.

Enforcement matters – The owners of the Jungle Run have been told that they need to make a full planning application for this development. It is noted that further structures have been built. There is however no evidence of public use although the Facebook page indicates public use is intended.

The Clerk advised that he had heard nothing more regarding the use of the timber lodge at Bromeswell Corner. JM agreed to establish the current position as it is now several months since we were advised by ESC that the owners (the same as the Jungle Run) needed to make a planning application having been refused a Certificate of Lawful Use.

IA to discuss caravans on Common Lane field with new owner.

ESC are to issue a prohibition order for bus and various other items on land off Church Close.

East Suffolk Planning Forum – Key action is that ESC are moving to online only consultation with councils.

CIL Transparency – ESC are working to improve transparency of what is a complex area.

1. **Highways Matters**

Sutton Road – TR due to meet with SCC highways in early February.

20mph zone – PC agreed to reluctantly proceed with zone proposed by SCC Highways unless AR can provide any input to persuade officers to move from current protocols. Clerk to ask for his help.

Orford Road – PC agreed to put further work on this road to one side to concentrate on 20mph zone and Sutton Road as priorities. Keep on agenda to ensure it is picked up again in due course.

Flooding – SWT undertaking works on Common Lane on land leased by them from PC. It is hoped that this work can be augmented by SCC power clearing the drain which should then alleviate these problems. PC indicated willingness to make a donation (amount to be decided) to SWT to help defray their costs on this project.

Village hall area on School Lane has been better of late since SCC power cleared drains. However remains an ongoing issue. TR to seek help from SCC in identifying precise location of outfall from highways pipe so soakaway can be dug to move water from road and drive to ditch.

Problem at Motwill/Meadow View seems to be a separate one relating to possible infilling of ditch between Motwill and neighbouring house. TR to investigate further. PC thanked TR for her work on these issues.

1. **Consultations**

Clerk confirmed response to latest Sizewell C consultation had been submitted.

Decision on Ipswich Northern By-Pass consultation is imminent.

1. **Report from Chairman**

IA thanked VB and TR for their work on the notice board and highways issues respectively. He also thanked PC and Clerk for their efforts around setting up the meeting to discuss the planning application for a house off Summer Lane.

1. **Report fom Clerk**

Clerk advised that in the period November to December there had been 2 reported crimes in the village. Both were burglaries (Sutton Rd & School Lane). There are no suspects.In the same period the Woodbridge SNT had received 267 crime reports. Whilst Bromeswell had 2 crimes reported, Eyke had 1, Ufford 2, Rendlesham 14, Sutton 1, and Sutton Heath 2.

Clerk reported that he had been shocked to learn of cases of Clerks being bullied by councillors in nearby councils. He expressed his thanks for the way in which Bromeswell councillors conducted themselves which he found very supportive. The PC agreed to support any joint PC issue to ensure that this issue was raised with ESC and to support any efforts to ensure such behaviour ceased immediately.

1. **Public Participation Forum**

Members of the public expressed their thanks for the councils work. Concerns were expressed as to the prolonged parking of a double deck bus on land off Church Lane.

Issue of flooding on School Lane outside Meadow View was further discussed. PC acknowledged receipt of suggestion by email that village hall be used as a parcel hub for delivery of courier items but whilst supportive in principle could not see how this could be achieved in practice. However, it felt that this suggestion and other aspects of an environmental agenda needed to be discussed in the consultation for the next Parish Plan.

1. **Any Other Business**

None.

1. **Next meetings**

Next meeting will be at the Village Hall Committee Room on Monday on 30 March 2020.

Meetings for 2020 will be held on the following dates:

18 May, 20 July, 28 September, and 30 November

The public consultation meeting for the next Parish Plan is set for 29 April.