**BROMESWELL PARISH COUNCIL**

**PARISH COUNCIL MEETING MINUTES (20/04)**

**Monday 18 May 2020**

**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), Tracy Rogers (TR)

**Clerk:** Rob Cutts (RC)

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

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

This meeting was held online using Zoom technology. Prior to the meeting the PC had arranged for the 150+ recipients of the E-Warbler parish magazine to be invited to contribute questions by email and asked that the Clerk issue a full report of the meeting as soon as practical through the same mechanism. The agenda is such that no controversial issues were to be discussed and no substantial items of expenditure needed authorisation.

1. **Declarations of Interest**

There were no declarations from councillors about agenda items.

Councillors were reminded to update the Register of Interests in the event of any changes to their personal interests including their own home address.

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

No written report had been received due to technical issues. This will be circulated as soon as possible. IA thanked both councillors and all employees and contractors for their work in current difficult circumstances of virus pandemic restrictions.

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

A written report had been previously circulated and is attached.

ESC has an emergency fund available to help with response to the lockdown situation. Available to PCs, groups and private individuals. Particularly concerned that no-one should be concerned about inability to pay rent on housing as help can be made available.

PC thanked JM for his help and support and also the efforts of ESC employees in difficult circumstances. JM left the meeting with agreement of PC.

 \*\*\*\*\*TJ left the meeting to assist RB with technical issues preventing her from joining\*\*

1. **Approval & signing of minutes from the meeting of 30 March 2020.**

These were approved as a true record of the meeting. The Chair confirmed he had signed these and would post them to the Clerk.

 \*\*\*\*\* TJ & RB rejoined the meeting\*\*\*

1. **Matters arising from minutes of 30 March 2020**

IA reported that Mr Schlee had contacted him to express his thanks for the village residents response to his request for views on the future use of the Common Lane field. He is consulting a landscape designer with a view to bringing forward ideas for further consultation.

1. **Emergency Plan**

A written report was previously circulated. The PC was pleased but not surprised to hear from VB that to date no volunteers had been called upon to assist as neighbours and friends across the village were helping each other.

VB agreed to a suggestion by TJ to contact those that had volunteered to thank them for doing so.

The PC felt that the use of the plan had been successful in ensuring that residents knew they had someone to call upon if they needed help. The councillors acting as co-ordinators did not feel the need for any additional personal support.

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. The Clerk confirmed that he had verified the report to bank statements and had signed those to confirm its accuracy. The report indicated healthy reserves of £12333.98. However when budgeted items are spent in the coming months a a figure of £8433.98 is a truer picture of reserves which remains satisfactory.

Payments – A payment of £319.35 to Councillor VB was approved to reimburse her for expenditure incurred on equipment to support the Emergency Plan. A budget of £150.00 had been set for this but was supplemented by a contribution of £196.29 from ESC courtesy of JM. The PC noted its thanks to JM for his help.

Online Banking – Clerk reported that Barclays continues to have issues with dealing with non-essential changes of this type and will continue to monitor the situation and make arrangements as soon as possible.

Audit – Clerk confirmed that he would be able to submit papers for audit to SALC in line with previously agreed timeline. No matters of concern to raise with PC at this time.

Asset Register - Clerk to update with newly acquired Emergency Plan equipment.

1. **Highways**

TR had previously circulated a written report which is attached. The PC again expressed its thanks to Tracy Rogers for her tireless on highways issues.

The PC appreciates that in the current circumstances progress on these projects may get delayed.

Sutton Road - The PC was surprised at the new requirement from SCC for a speed survey which has not been mentioned in the two years that this project has been running. It was agreed that the Clerk would seek help from AR in removing this new arbitrary requirement which is blocking what the PC sees as a simple project to improve road safety.

20 MPH Zone – The single objection has been overcome and the project is due for approval within the next two weeks. With a 14 week builkd time it is possible the new limit will be in force by late August.

Common Lane Flooding – SWT have carried out extensive works for which the PC is grateful. The PC confirmed it would make a donation to SWT of £200 to help with the upkeep of the Bromeswell Nature Reserve.

School Lane & Village Hall Flooding – Since report written a contractor has been identified & will be on site this week.When this is done attention can then be turned to location further north up School Lane near Motwill House to see if this needs attention.

Bentwaters HGV Issue – Clerk advised no further developments on this issue to report. PC agreed to continue policy of passive support for other councils.

Five Winds Footpaths – VB reported that signage is clear and land of disputed track and gate is private land so not an issue for PC.

Common Lane footpath to Wilford Bridge – RB reported concerns that a digger had been on site and there appears to be an attempt to create a track to the river which we understand the Environment Agency has previously told the owner cannot be used to access the river in this SSSI. Ownership not clear. Agreed to continue monitoring situation.

1. **Clerks Report**

The Clerk had previously circulated a report which is attached. Briefly:

Sizewell C – Submission of application for DCO awaited.

Police Report – No crimes reported in February and two “other thefts” reported in Orford Road area for March. In the wider Woodbridge SNT area there had been a c15% increase in reported crime since the start of February.

Planning Applications – Ashley, School Lane & Woodbridge Golf Club both supported by PC and approved by ESC. Agricultural building on Summer Lane opposed by PC, decision awaited. Hillbrook on Common Lane supported by PC but refused by ESC.

Enforcement – no further developments regarding Jungle Run and Lodge at Bromeswell Corner or bus on Summer/Church Lane. JM is liaising with ESC on these. Caravans on Common Lane will leave at end of current growing season.

Local Plan Consultation on Main Modifications - IA to review and report.

1. **Public Forum**

Question of occupancy of holiday cabins being built on Common Lane was raised. Clerk advised that there was a condition that no one could reside at these cabins for more than 56 days in a year meaning they could not be used as permanent residences without breaching planning permission.

PC was thanked for its work during the current virus lockdown to support residents.

1. **Any Other Business**

RB raised issue of building works near solar farm on Summer Lane. Clerk to take up with ESC but likely to be permitted development under special rules for farmers.

1. **Next meetings**

Next meeting will be held as a Zoom online meeting again unless rules relating to public meetings are relaxed in time to arrange a safe physical meeting.Next meeting will start at 7.30pm on Monday 20 July.

Remaining 2020 meetings are set for 28 September, and 30 November

The public consultation meeting for the next Parish Plan set for 29 April is postponed until further notice.