**BROMESWELL PARISH COUNCIL**

**PARISH COUNCIL MEETING MINUTES (21/01)**

**Monday 25 January 2021**

**Meeting commenced at 7.00pm**

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

Andrew Reid (AR) – County Councillor

 **Apologies:** None

 **Public:** There were 2 members of the public in attendance

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 receive notice of the meeting as well as displaying notices on the notice boards. The Clerk will issue a full report of the meeting as soon as practical through the same mechanism.

1. **Declarations of Interest**

There were declarations relating to the agenda. The Chair reminded councillors to ensure that their only registers of interest were kept up to date.

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

A written report is to follow as there were problems in opening the report sent by AR. AR provided an update on the Covid situation in the county. Both hospital admissions and deaths had shown a slight decline in recent days. Whilst the situation in Suffolk is thankfully better than other areas the hospitals remain under great pressure and residents are urged to stay home to stay safe. Vaccination is seen as they key to any relaxation in current tight lockdown restrictions. AR reminded residents to contact the council if they are in need of physical, mental or financial support.

Community based initiatives include enhancements through signage and connected app functions for footpaths, a pilot project on the use of ANPR cameras to support the police in targeting speeding and grants for electric car charging points for communities. Also pleased to be rolling out large expansion of Quiet Lanes. SCC were pleased to see EDF have begun to address issues of A12/HGVs during Sizewell C construction phase with an indication of a rebalancing from 60% by road to 40%. However more detail is needed.

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

A written report had been previously circulated and is attached. ESC is ensuring that its resources are being focussed as far as possible on supporting people and businesses through the current lockdown. Unfortunately the large item collection service has had to be suspended in order to preserve regular roadside bin collections due to staff sickness and self isolating. Every house to get a reminder leaflet on what goes in which bin to improve recycling efficiency. Concerns across the district about mud from farming operations on roads. It is farmer responsibility to avoid this and/or clear up afterwards. Please report issues on SCC Highways site and let JM know of any specific problems which he may be able to help with. “East Boxes” should be ready for distribution later this week. Grant for additional dog waste bin for Summer Lane being processed by ESC.

No news from ESC on any of the planning enforcement issues.

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

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

TJ reported back on conversations with Barclays about PC switching to online banking. PC resolved that the Clerk should be added to the mandate holders to facilitate this. TJ to forward details of next steps to RC. Clerk thanked TJ for his efforts in achieving this.

1. **Community Emergency Plan**

VB gave a report to the PC. No additional needs identified at this time. Village residents continue to support each other.

1. **Parish Plan**

A final version of the new Parish Plan had previously been circulated. The PC thanked IA for his work and unanimously approved the plan. The PC asked the Clerk to arrange for printing of sufficient copies to deliver to each home in the village. IA to draft covering letter.

1. **Village Matters**

Village sign – removed as post had become rotten and made it a danger. JM kindly agreed to fund its repair and refurbishment up to £900. Clerk to contact Hollesley Clerk for details of local tradesmen for quotes.

Village Hall – IA had signed pre-application planning advice request for septic tank work to save fee being charged. ESC have confirm no planning permission is required although it is assumed Building Regs approval will be required. Clerk & Chair advised PC of advice received from SALC that meant that the PC would not be able to reclaim the VAT on this project (or other similar projects). IA to discuss with Chair of VHC. PC considered that it might be a suitable time for the PC to provide some financial support for the VHC on this critical project. Clerk advised that the 2021-22 Budget contains provision for up to £2000 earmarked to support the VHC.

Dog waste bin – see JM report.

Rural gigabyte – Whilst this seems attractive, it is likely costs might be prohibitive. It was agreed that the Clerk would discuss with Ufford Clerk to get advantage of their experience before raising with residents.

Local Connections Grant Funding – Clerk provided brief details and example of a Good Neighbours Scheme such as at Hollesley as a possible project that might get support. After discussion it was agreed that as this was not a priority identified in the Parish Plan this should not be pursued at this time.

Electric Car Charger Point – JM suggested that if rugby club &/or village hall were interested then they would need to act quickly as there had been a great deal of interest in these grants. TJ to talk to rugby club and IA to VHC.

1. **Finance**

Finance Report – The Clerk had previously circulated the Finance Report. He had forgotten to circulate the Receipts and Payments record for the period since the last meeting a and would do so after the meeting. 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 £12306.78. However when budgeted items are spent in the coming months a figure of around £8000 is estimate of end of year reserves.

Budget progress YTD – Clerk had previously circulated a report showing progress of spending against budget for the year to date. This indicates an underspend of around £1300 is likely in the current year mainly due to notice board project having been completed in the previous year with the aid of substantial donations from residents rather than from PC budget. Payment to SCC for PC share of costs of 20mph zone of around £2700 has yet to be requested by SCC.

Payments – Since the last meeting cheques for the Clerks wages and PAYE totalling £1000.00 have been drawn, the payment of a donation of £590.00 to Bromeswell PCC for church yard maintenance has been made and donations of £50.00 each to the CAB 7 DAS have been made in line with decisions at previous meetings. The council authorised the Clerk to make a payment of £156.00 to Cllr Johnson as reimbursement for Zoom fees incurred to enable PC meetings to take place for the period February 2020 to end March 2021.

Village Hall – See Village matters section at Item 9.

Online Banking – See matters arising section at Item 6.

Payments authorised A payment of £156.00 to Cllr Johnson was approved to cover the cost of the Zoom subscription used for PC meetings from February 2020 to end March 2021 (13 months).

2021/22 Precept – The Clerk confirmed the precept request for £4897 for the next year had been submitted to ESC.

1. **Highways**

Wilford Bridge Area – different coffee van now operating from north side of river. No traffic issues and not in Bromeswell therefore no action required by PC.

Sutton Road – TR to write to AR on behalf of PC outlining issues and asking for support in removing need for traffic speed survey so that this saves £400 and ensures project not delayed until road use “back to normal” as currently required by highways dept before this road safety project can progress. TR to write on behalf of PC to residents on Sutton Road to update them and to get their support for PC efforts to increase pressure on Highways dept to act now. Also seek volunteers for Community Speed Watch as protocols now changed to allow these to operate in 40mph zone.

Common Lane signs - PC agreed to look at choice of signs to put on post on triangle to warn of blind bend.

School Lane Flooding – Village hall drainage works seem to be working but still problems further up School Lane near Motwill House. SCC Highways unable to prioritise camera survey. The PC agreed to a suggestion by TJ to seek a quote for investigative works by local firm Drain Doctor. TR to action.

Bentwaters HGV Issue – Clerk had previously circulated email correspondence from local councils on this point. PC had agreed to add its name as a signatory to a letter to ESC Planning Dept as wording now changed to be more general regarding impact of HGVs across all parishes in this location.

Slow Ways – No further news at present.

Footpaths – IA has reported damage on foot bridges on paths to Ufford to SCC.

1. **Clerks Report**

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

Sizewell C – Clerk confirmed further submission had been made to Planning Inspectorate supporting concerns of SCC on road led strategy proposed and ESC on environmental issues. Clerk had circulated and received approval from councillors for the PC to add its name to multi-parish letter inviting new Sec of State to visit the area to better understand concerns and issues of residents.

Police Report – Three crimes reported in November. The reports were of a violent/sexual offence, a burglary and one anti-social behavior report. Overall crime reports in Woodbridge SNT continue to be higher since the first lockdown was announced in March.

Planning Applications – see attached report.

Enforcement – There have been no developments or further complaints to report on enforcement matters at Bromeswell Corner (Jungle run & lodge) or the Korean Kitchen takeway business being run on School Lane.

Planning issues some local PCs are concerned that larger planning applications (eg Rendlesham & Wickham Market) are not being referred to them as there are issues relating to traffic that affect more than the village in which the development is taking place.

1. **Public Forum**

The PC was pleased to hear that the white double decker bus removed from land off Summer Lane has found a new home in Cornwall and a new use as a foodbank/refuge for homeless.

PCC thanked PC for grant of £590 to help pay for upkeep of churchyard.

PC asked Clerk to arrange removal of private “fly tipping” sign at top of Common Lane. PC appreciated concerns of residents about the issue but felt the sign had served its purpose and may now be counter productive.

1. **Consultations**

PC asked Clerk to respond to Natural England consultation on “coastline” between Bawdsey and Felixstowe Ferry with view that where possible this should remain a tranquil area with careful management of “hot spots” such as Bawdsey quay, Ramsholt, Waldringfield etc.

1. **Any Other Business**

Clerk to check process for co-opting councillor.

1. **Next Meeting**

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. It was agreed to start the next meeting at 7pm on Monday 29 March 2021..

Meetings for 2021 to be as follows:

10 May

19 July

27 September

29 November