**BROMESWELL PARISH COUNCIL**

**PARISH COUNCIL MEETING MINUTES (21/07)**

**Monday 29 November 2021**

**Meeting commenced at 7.10pm**

1. **Attendance & Apologies**

**Parish councillors attending:** Ian Abbott (IA) (Chair), Sue Todd (ST), Tim Johnson (TJ), Tracy Rogers (TR)

**Clerk:** Rob Cutts (RC)

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

**Apologies:** Rory Burrow (RB), Verity Brown (Vice Chair) (VB

Andrew Reid (AR) – County Cllr

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

The Council accepted the apologies of RB (clash with other commitment) and VB (family commitment) and AR (illness).

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**

The Chair reminded councillors to ensure that their own registers of interest were kept up to date and to ensure any hospitality or gifts received in their role as councillor were recorded. IA advised that he had a declaration regarding Item 10 as he had a planning application being considered by ESC. He would leave the room should discussion of that item occur.

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

There was no report from Councillor Read.

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

A written report had been previously circulated and is attached.

JM thanked those that sponsored him on the Southwold 5K run by which he raised £400 for Eyke village hall. He emphasised the need for people to put the right waste in the correct bin. Very happy to support village efforts on highways issues even though this is the responsibility of SCC. Particularly around environmental & climate change related issues.He was particularly keen that the path from Wilford Bridge to Sutton Hoo be improved for both pedestrians and cyclists safety and to encourage non-vehicular access to one of Suffolks busiest tourist attractions. He reminded PC to let him know if they are aware of people struggling to cope with pandemic restrictions as help was often available.

1. **Approval & signing of minutes from the meeting of 11 October 2021.**

These were approved as a true record of the meeting and signed by the Chair.

1. **Matters arising from minutes of 11 October 2021**

PC was pleased to see work done to replace boardwalk from Common Lane to Wilford Bridge. IA to chase removal of old boardwalk waste by SCC..

1. **Village Matters**

Village sign – TJ has spoken to contractor (Kiwi Fencing) who will contact IA to arrange erection. PC agreed it approved any expenditure (up to £300) involved in this.

Village Meeting – A Parish Meeting needs to be arranged to take place before 31 March 2022. It was agreed that this would be held at the village hall on the same evening as the January 2022 PC meeting. Whilst it would be great to have speakers etc, it was decided that given likely cold winter weather and covid pandemic restrictions/caution that it would be best to stick with a minimalist approach again for this year.

Eyke Road Open Access Area – Issue of ragwort had been raised by a resident. It is understood that clearance of the area has taken place but the PC is not sure who has done this work. The PC is grateful to those involved.

A resident had raised issue of ownership of a fenced area of the Open Access Land close to the Orford/Eyke roads. PC asked Clerk to make enquiries regarding this and authorised payment of Land Registry fees as necessary.

Queen’s Platinum Jubilee – It was suggested that the best position for the Platinum Oak was behind the village hall car park. IA to talk with VHC.

Royal Mail Changes – Many residents upset to hear of Royal Mails plans to change way our local rural postal service is delivered which might mean our popular postie, Terry, being moved. IA to write to Royal Mail to express our concerns as the village greatly appreciates the role played by Terry in village life and the support he has given to our vulnerable residents in particular over many years.

1. **Finance**

Finance Report – The Clerk had previously circulated the Finance Report and the Receipts and Payments record for the period since the last meeting. All PC Finance Reports are available on the PC website. Significant expenditures since the last meeting were:

Donation to Bromeswell PCC £620.00

There were no receipts.

After adjusting for uncleared items Council reserves stood at £11114.55.

TJ agreed that the payment to him of £156.00 for Zoom fees could be written off. The PC expressed its gratitude for this.

CIL Fund –The PC CIL fund stands at £298.21. This sum has been allocated towards payment of the SCC invoice for the TVAS posts on Sutton Road when this is received. This money needs to be spent by 31 March 2026.

Internal Control Report – The Clerk confirmed that he had met with VB and that the half yearly Internal Report had been completed and signed. There were no matters of significance to report although it is hoped the new Clerk will be able to check that policies relating to data protection can be updated.

Request from SARS for donation – Following discussion the PC decided not to support on this occasion as it felt that this, along with such organisations as the local hospices were something for individual residents to support rather than a use for PC funds.

Current year budget review – The Clerk provided the PC with a written budget progress report for discussion. The Clerk confirmed he had transferred funds from PC current to savings account to closely mirror the budgeted reserve position.

2022-23 Budget and Precept Request – The Clerk presented the PC with a draft budget document for next year. The PC must submit its precept request to ESC by 24 January. A copy of this document is attached. The two principle changes from the current year reflect the current Clerks recommendation that additional money is budgeted for the new clerk’s salary and pension and the as yet unknown cost of improvements to signage on the Sutton Road. The Clerk emphasised the need in these uncertain times to maintain strong reserves. It was agreed that the decision would be held over until the January meeting to give more time for SCC Highways to respond with plans and pricing for the Sutton Road project.

Audit Action Plan – The Clerk regretted he had not been able to progress this as yet. The PC accepted this apology.

1. **Highways**

Wilford Bridge Area – No issues reported but camper van appears to be a permanent fixture. PC asked Clerk to respond to Melton PC that whilst it had no objections to extending 30mph zone to roundabout this was not a priority for PC or residents.

Sutton Road – TVAS posts now in place and signs have been in action. TR continues to engage with Highways on proposals for better signage of current limit. Roundabout due to be resurfaced but no dates as yet.

School Lane Flooding –PC continues to monitor ground water flooding in this area.

Common Lane Bend Sign – PC will look at possibility of using VAS sign on Common Lane to emphasis new limit.

Summer Lane Sand near sawmill – Sand cleared but has returned so TR will chase for clearance again.

Bentwaters HGV Issue – RC provided update. Outcome of traffic monitoring received and circulated. RC attended zoom meeting with SCC councillors, officers and representatives of other PCs.County councillors supportive but awaiting further analysis by Highways officers.

Discover Suffolk Footpath Signs - RC pleased to receive offer of help for this project. Awaiting further details from SCC.

1. **Clerks Report**

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

Sizewell C – Decisions likely on both Sizewell C & Friston sub-station in early 2022.

Police Report – Eight crimes reported in village for August to October which is higher than usual. Four crimes of violence, 1 burglary, 1 anti-social behaviour and 1 vehicle related. Variety of locations.It is believed that the reports relating to violence relate to people known to each other.

Planning Applications – Meadow View, School Lane – Non-material amendment. PC not required to comment.ESC approved.

Oakwood, Sandy Lane (DC/21/3840) – PC did not comment. ESC decision awaited.

Willows End, Orford Road (DC/21/3441) – PC did not comment. ESC decision awaited.

Birch House, School Lane (DC/21/4632/FUL) – supported by PC, ESC decision awaited.

Enforcement – There have been no developments or further complaints to report on enforcement matters at Bromeswell Corner (Jungle run & lodge) or the Korean Kitchen takeaway business being run on School Lane. Officers are investigating non-compliance with planning conditions (colour) at barn erected on Summer/Church Lane.

Joint Deben Ward Meeting – Attended by Clerk and VB. See Clerks report for details. Next meeting set for March 24 at Sutton Heath.

The Clerk confirmed that it is his intention to stand down as Clerk at the end of the current financial year. A local clerk has indicated interest in the role and was in attendance as an observer at this meeting. Vice Chair to meet with her to discuss further.

1. **Public Forum**

A resident raised concerns about the appearance of the village, notably caravan at village hall car park and remains of old boardwalk on verge. PC will contact SCC & VHC to discuss these. Use of passing places for parking was discussed. It was agreed that the level of occupation at the new holiday lodges (now being marketed for stays) on Common Lane should be monitored to ensure it complies with planning conditions.

A resident provided the Chair with a book about ragwort.

1. **Consultations**

It was agreed that the ESC Local Council Tax Reduction consultation was unintelligible to lay people. No response to be made.

It was agreed that no response would be made on either the ESC Sustainable Construction or Affordable Housing consultations would be made as they were not relevant to our village. The Clerk advised that the CIL Consultation contained no material matters affecting Bromeswell.

After discussion the Clerk was asked to respond for the council to both the SCC Lorry Route Consultation and ESC Cycling and Walking Strategy Consultation.

1. **Any Other Business**

The PC was pleased that Verity Danziger had expressed interest in being co-opted on to the council. It was agreed that this would be dealt with at the January meeting.

A request for financial support from the BESVC was considered but rejected by the PC.

Woodbridge RFC arte hoping to provide a permissive footpath on part of Orford Road to improve safety for pedestrians and horse riders.

IA announced his intention to step down as Chair at the next meeting due to increasing work pressures. He will remain as a councillor. VB has expressed a willingness to take over as Chair, subject to support of councillors at next meeting.

1. **Next Meeting**

At village hall meeting room at 7.00pm on Monday 17 January 2022..