

Bromeswell Parish Annual Council Meeting Minutes
Monday 13 May 2024 at 7.30 p.m. in the Village Hall



13.05.24.9	to contact Highways re pothole in Summer Lane	TJ
13.05.24.12(i)	Bus shelter seating repair and include in costings	TJ
13.05.24.12(iv)	to report to Highways erosion of bank in Common Lane and kerb restoration	TR/Clerk
13.05.24.12(v)	to contact One Suffolk with go-ahead for .gov.uk domain	Clerk
13.05.24.12(vi)	to contact VH regarding advance payment for new shed	Clerk
13.05.24.14	update and upload policy docs and signed AGAR to website	Clerk

Payments received since last meeting:

30/04/24	East Suffolk Council Precept	£5,400.00
23/04/24	Barclays final interest	£6.60

Payments made/to be authorised since previous meeting:

29/04/24	SALC Membership Inv 28522	£189.83
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Attendance: Chair Verity Brown (VB), Vice Chair Tim Johnson (TJ), Ian Abbott (IA), Tracy Rogers (TR), Sue Todd (ST), Verity Danziger (VD), Rory Burrow (RB), Jenny Lloyd (Clerk), 3 members of public

1.	Welcome
2.	Election of Chair Verity Brown offered to stand for another year as Chair - proposed by TJ, seconded by TR All unanimously agreed
3.	Election of Vice Chair Tim Johnson offered to stand for another year as Vice Chair - proposed by VB, seconded by TR All agreed.
4.	Declarations of Acceptance of Office signed completed
5.	To receive apologies for absence none received
6.	To receive any Declarations of Interest from Councillors on Agenda items VB - 10(b), TJ - 12(v)
7.	To receive Reports - SCC Report distributed to Cllrs and can be found on the website . Cllr Reid presented his report at the Annual Parish meeting - ESC Report Cllr Mallinder presented his verbal report at the Annual Parish meeting
8.	Public Session none raised
9.	Highways

	<ul style="list-style-type: none"> - it was noted that the rusted through pole for road signs at the triangle has been replaced - an open manhole on verge at the footpath to VH near The Unruly Pig was noted at the litter pick and reported to Highways - this has been completed - pothole at Summer Lane - entrance to the reservoir - Action TJ to report to Highways
10.	<p>Planning</p> <p>a) DC/24/136/FUL The Old School House - this property is within The Bromeswell Conservation Area so the Planning Dept will need to ensure the correct building materials are used as detailed in the design and conservation policies contained in the Suffolk Coastal Local Plan. No objection comment from BPC submitted</p> <p>b) DC/223/0203/FUL - Eyke 65 dwellings - pending consideration DC/23/4614/FUL - Church Barn - containers - awaiting decision DC/22/4798/FUL - Low Farm Caravan Licence - pending consideration</p> <p>c) i) new Enforcement Case Number: ENF/24/0133/DEV Bromeswell Corner - possible Breach of Control: Erection of a building - awaiting update ii) ENF/23/0253/COND - Hillbrook. The Council is currently reviewing annexes/outbuildings and their uses. Documentation is being prepared by senior officers that will affect the outcome of this investigation and provide guidance on when annexes/outbuildings are ancillary/non ancillary</p>
11.	<p>Communications received:</p> <p>(i) Suffolk Devolution Proposal If the proposed deal is finalised, Suffolk would receive new decision-making powers and greater local control of funding in areas such as adult education, regeneration and transport as well as control of a new investment fund worth £480 million over the next thirty years.(NB this is NOT index-linked)</p> <p>Residents of Bromeswell were encouraged to respond to the questionnaire linked to this proposal. The consultation was opened on 18 March and closed on 26 May 2024. In July SCC will consider the outcome of the public consultation. Full Council will then consider whether to change SCC's government structure and submit the consultation result to the Secretary of State for Levelling Up, Housing and Communities.</p> <p>(ii) Travel Behaviour Survey Transport East ran a Travel Behaviour survey to better understand how people travel across Suffolk. The data provided will help shape decisions on future transport investment across the East. Whether people walk, drive, cycle, take the bus or train, the views of people living and working in Suffolk are important to help Transport East understand how, as a partnership, they can work to improve access to work, education, health services and opportunities for socialising. The survey was live until 17 April and all residents of Bromeswell were encouraged to respond to this survey. No results have been published to date.</p> <p>(iii) SALC AGM - VB to attend on 1 July via Zoom</p> <p>(iv) BPC response to Active Travel Woodbridge Consultation Document 'BPC would appreciate it if you would kindly consider the following points of concern when reviewing the responses to the Active Travel Woodbridge Survey: You will note that our concerns echo those of the Woodbridge and Melton Society and whose detailed letter to you we support.</p> <ol style="list-style-type: none"> 1. There are concerns about the validity of the consultation process including lack of accessibility for all demographics, and insufficient understanding of how Woodbridge 'works' as a town from those running the consultation. 2. Posters advertising drop-in events had incomplete or inaccurate information, and presumed not only access to a smartphone or computer, but also the ability to use these devices. 3. There is NO evidence to justify most of the proposal to close certain routes and have enhanced cycle routes. Restricting access to the A12 via Hasketon Road and Old Barrack Rd/Bullards Lane/ Bilney Road will only cause a snarl-up of traffic elsewhere resulting in increased traffic pollution and bottle-necks through the town.

	<p>4. It is not safe to cycle into Woodbridge from surrounding villages as the main roads are too busy, and the local bus services are patchy. There is not going to be any reduction in traffic as a result of your scheme unless the restrictions are so bad that people stop using Woodbridge for any of its many amenities, in which case your proposals are a serious threat to the thriving economies in the town.</p> <p>In summary, BPC feel that the consultation is deeply flawed, and the proposals a serious threat to the thriving economy and community in Woodbridge. We respectfully request that the project is not approved' ATW have formally recorded BPC's response to the consultation</p> <p>(v) East Suffolk Blooms - each year, ESC distributes free packs of bulbs to town and parish councils, community groups and organisations to plant locally as part of the East Suffolk Blooms campaign. A 'Bees Mix' of bulbs flowers from February to May and includes crocuses, chionodoxas, scillas, muscaris and naturalising tulips, while the 'Butterfly Mix' flowers between May and July and comprises camassias, nectaroscordums, irises and alliums. Application form can be found : https://my.eastsuffolk.gov.uk/service/east_suffolk_blooms Deadline 30 June</p> <p>Thanks expressed to VD for submitting the application request for Bromeswell</p> <p>(vi) Sizewell C ST attended the Annual Community Forum on 9 April at Trinity Park - panel of Management Committee, County Cllrs and Cllrs Issues raised were roadworks challenges, traffic and accommodation impacts It was noted that some trucks did go down a non-designated route and had their contract removed. TJ commented that there is a vehicle management solution where vehicles are booked in and that the next 18 months will see an increase in traffic on the A12. There was concern raised when Orwell Bridge was closed - the Management panel confirmed that traffic would be held back. There will be an accommodation campus for 4,500. The apprenticeship schemes and employment opportunities are positive, however the impact on private rent increases was noted. The panel was very clear it will take up to 10 years to get the project in place, from Planning Consent to DCO and Deed of Obligation and securing the funding.</p> <p>ST commented it was a worthwhile meeting - the next public forum is at Stratford St Andrew on 15 May at 6 p.m. (more dates are 14 August, 13 November) Details can be found on Sizewell C website Thanks expressed to ST for attending</p>
12	<p>To review matters arising from meeting on 25 March 2024</p> <p>(i) Bus shelter - there are no constraints on colour. Aiming at the weekend around the end of September. VD mentioned the project to Swanns as an advertising opportunity, however it would need watering and was unfortunately not taken up. Discussion was held on planting, bearing in mind the deer and which must not encroach on the war memorial at the back. Concern was raised regarding the broken seating - Action TJ offered to look at the slats - to be considered in the costs Action VD to put together a budget for Cllr Mallinder to consider funding. Volunteers needed.</p> <p>(ii) CEP - printed off by Betaprint - colours have been changed to red with green to differentiate from the last one. Invoice to follow. To be distributed to residents. Thanks expressed to ST.</p> <p>(iii) update on safety of A1152 - as discussed at previous Annual Parish meeting - JPTI meeting in June (originally started re concern with heavy traffic from Betwaters) IA will look at transport data - TR offered to attend on 27th</p> <p>(iv) Common Lane - exposed steep hill - VD visited the landowner on site - he said there had never been a fence only brambles - he has asked Environment Agency for advice re materials to use on the slope but they did not respond. The verge is eroding and the kerb has slipped. BPC</p>

	<p>to report to Highways for restoration of the kerb - agreed, VB to forward photographs. Action Clerk/TR.</p> <p>v) gov.uk domain was discussed - Clerk attended an introductory session and circulated the information to the Cllrs. Discussion was held if Bromeswell agreed to the change over One Suffolk can offer domain names and emails at £138 for a 2 year registration and £24 per email per year ((£168). There is funding of £100 plus VAT available for new start ups. Finance was discussed and agreed. Action Clerk to contact One Suffolk with the go ahead.</p> <p>vi) VH Shed There was further discussion from the last meeting Item 5 - regarding the disrepair of the VH shed for storage of the litter pickers and hi vis vests. The VH have decided to purchase a new shed and BPC have received a request for financial assistance. The budget has allowed for £1,000 payment. All agreed with a £1,000 contribution. Action Clerk to forward an advance payment of £1,000 and request a copy of the invoice.</p>
13	Approval and signing of minutes 25 March 2024 - Agreed
14.	<p>To review and agree BPC documentation</p> <ul style="list-style-type: none"> a) Standing Orders - to update with SALC template b) Code of Conduct - no change c) Asset Register - updated 27.11.24 Action Clerk to add Litter pickers d) Financial Regulations - a pre release of new model FR from SALC as circulated to Cllrs. Clerk to update with the latest model Action Clerk e) Risk Assessment (Financial) - no change f) Internal Control Statement and Report - completed 13.05.24 <p>Action Clerk to update documentation and upload to website</p>
15.	<p>Finance</p> <ul style="list-style-type: none"> a) to note authorised payments made since last meeting <ul style="list-style-type: none"> - SALC Inv 28522 £189.83 b) to note any payments received since last meeting <ul style="list-style-type: none"> - ESC Precept £5,400.00 - Barclays interest £6.60 c) to agree accounts as at 13 May 2024 - agreed - signed for uploading to website d) AGAR documents signed by Chair <ul style="list-style-type: none"> i) Certificate of Exemption ii) Section 1 - Annual Governance Statement 2023/24 iii) Section 2 - Accounting Statement 2023/24 e) to agree Clerk to continue as RFO - agreed f) to agree appointment of SALC as Internal Auditor - agreed
16.	<p>The schedule of dates for 24/25 was agreed - date of next PC meeting 22 July 2024 - 16 September, 25 November, 20 January, 24 March, 12 May APM and ACM</p> <p>Thanks expressed to everybody in attendance.</p> <p style="text-align: right;">Meeting closed at .8.45 p.m.</p>

Signed Chair Date: 22 July 2024