

Bromeswell Parish Council Meeting Minutes
Monday 23 March 2026 at 7.00 p.m. in the Village Hall



23.03.26.8	Internal Control review due May 26	Clerk
23.03.26.11a	to set up payment for new Zurich insurance before end of F/Y	Clerk
23.03.26.11a	to set up HMRC payment (to be paid after 6 April)	Clerk

Payments received since last meeting:

	none	
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Payments made/to be authorised since previous meeting:

06.01.26	VHMC Inv 197 January hire	£20.00
19.01.26	Lloyds bank charges (January)	£4.25
17.02.26	Lloyds bank charges (February)	£4.25
10.01.26	GW Shand Inv 861	£195.00
16.03.26	Clerks Salary Qtr 4	£551.00
16.03.26	Salc Payroll (6 months) Inv 30845	£22.80
17.03.26	Lloyds bank charges (March)	£4.25
	HMRC contribution Qtr 4	£137.80
	Zurich Insurance Inv 554271535	£304.00

Attendance: Tim Johnson (TJ) Vice Chair, Verity Brown (VB), Verity Danziger (VD), Tracy Rogers (TR), Sue Todd (ST) Jenny Lloyd (Clerk), ES District Cllr James Mallinder, 0 members of public,

1.	<p>Welcome and apologies Apologies received from Ian Abbott - holiday, and Rory Burrow - prior commitment Tim Johnson chaired the meeting</p>
2.	<p>To receive any Disclosable Pecuniary Interests (DPI), Declarations of Interest from Councillors on Agenda items SALC quick guide to interests: VB - 6a i) Fern Acre</p>
3.	<p>To receive Reports - SCC Cllr Reid - report was distributed to Cllrs and available to view on the website under Minutes section - no comments raised - ESC Cllr Mallinder Newsletter was distributed to Cllrs and is available to view on the website under the Minutes section. Cllr Mallinder summarised his report mentioning the problems with debris and soil on roads.. Under section 148 of the Highways Act 1980 landowners must ensure that mud is not left on the highways where it can cause a danger to other users. If any residents have the same issue please report it via the Suffolk County Council Highway Reporting Tool.</p> <p>Cllr Mallinder spoke out against the budget at Full Council, in light of the continued cost of living crisis and that ES should be more cost focused and better providing for tax payers.</p>

	<p>JM successfully tabled a motion at full council to support brown hares. The issue of hare coursing and supporting the police with rural crime was highlighted. Within the motion there are three clear actions, enhanced habitat connectivity, anti-poaching collaboration, biodiversity integration. The full speech and debate can be viewed on you tube at East Suffolk page. This motion is the first of a series of motions JM will be presenting to council in the next year to make sure we do everything we can in our powers to support our nature, including ponds and wildlife.</p> <p>At full council JM queried how council are going to administer and control the additional bins on pavements to avoid clutter and to keep areas fully accessible, i.e. how to help parish councils encourage people to put bins in the right place. It was mentioned that Bromeswell village has received new bins, although not to be used until June. There was discussion regarding properties difficult to access and the sack collection option. Less waste is the key.</p> <p>Unitary County Councillor elections are going ahead in May - new Council elections in the following year.</p> <p>Thanks were expressed to James for attending, and we look forward to seeing him again at the Annual Parish meeting in May.</p>
4.	<p>Public Session</p> <ul style="list-style-type: none"> - safety boarding at the top of Common Lane has been erected by the landowner. BPC sent a note of thanks - Bromeswell is in full bloom with the allocation of daffodil bulbs from ESC, and as part of the scheme BPC has been given 3 packs of wildflower seeds, which VD has kindly offered to spread around the village - it was noted that a tree may be down on the footpath from the village to the Unruly Pig. VD offered to take a photo and report to Suffolk Highways if necessary - the annual village litterpick will take place on Saturday 11 April - meeting at 10.00 a.m. at the Village Hall. Thanks to IA for organising. Everybody welcome
5.	<p>Highways matters</p> <ul style="list-style-type: none"> i) BPC response to Highways survey was circulated to Cllrs for discussion. It was agreed that verges and flooding should be prioritised. Action TR to complete. ii) work on the East Suffolk Line seems to be completed, although some road closures were noted in April - BPC to inform The Warbler of the latest iii) Damaged Bromeswell Village sign on Sutton Road - due to an accident in January IA reported on the Highways ref: 41832 and is 'under investigation'
6.	<p>Planning</p> <ul style="list-style-type: none"> a) To discuss Planning applications received since last meeting, and any coming forth <ul style="list-style-type: none"> i) DC/26/0387/VOC - design changes to proposed single storey extension and erection of detached cart lodge/studio Fern Acre - BPC responded no objection - awaiting decision b) Current status of Applications <ul style="list-style-type: none"> i) DC/25/3819/FUL - The Barn Spencers Field curtilage - permitted ii) DC/25/4397/TPO - Church View Lodge reduce Pine branches, reduce whole Oak crown x2 by 2m, raise crown to 3m from ground level x 7 - permitted iii) DC/25/3704/FUL - demolition of existing single storey dwelling and erection of replacement two storey dwelling - The Five Winds Orford Road - awaiting decision

	<p>c) Enforcements i) DC/23/4614/FUL Church Barn containers - permitted</p>
7.	<p>Communications received</p> <ul style="list-style-type: none"> - Recovering the Deben and Water Literacy - free learning places at waterliteracy.uk distributed via The Warbler with thanks - Suffolk Coastal Disability forum - survey for views and ideas for Healthwatch Suffolk - www.letstalksnee.co.uk/help-shape-community-health-in-suffolk - February Town and Council Parish Forum - IA and Clerk attended - slides are available - the next ESC Planning Forum is in September - Suffolk Highways - Town, Parish Council and Parish meeting Survey (see Highways) - RNLI Water safety Information session was held online 18 March - for more information go to Swim Safe - teaching children to swim safely - East Suffolk Placeshaping Project - online survey for residents, communities and organisation at eastsuffolkplaceshaping.com - ESC Call for Sites - the map showing sites submitted through the Call for Sites has been published - more information can be found at: A new Local Plan for East Suffolk East Suffolk Council
8.	<p>To review BPC Documentation</p> <ul style="list-style-type: none"> - no change noted to SALC model Standing Orders 2025 - no change noted to SALC model Financial Regulations 2025 - IT Policy agreed and to be uploaded to website - Risk Assessment and Management (Financial) 2026/27 agreed and signed - to be uploaded to website - Internal Control - next review in May - to be completed at next meeting
9..	<p>To review matters arising from meeting 12 January 2026</p> <p>i) Encroachment of soil on lanes</p> <p>BPC reported on the Highways Reporting Tool - the response was that the problem falls within the responsibility of the relevant District Council or Borough Council. IA wrote to Cllr Reid and Charles Harrison, a Community Liaison Engineer for Suffolk Highways, who replied "<i>I would recommend that this is reported on the Highways reporting tool - Suffolk County Council - Report It this will send a Highways Assessment Officer to review the issue and order any follow up works. In this instance I doubt you will get any immediate action however, it will likely be added to a list of potential future works that are prioritised and completed when funding is available, but this will likely be far in the future and I would be unable to provide a time scale.</i></p> <p><i>In this instance I would recommend your best course of action would be to apply for the Community Self Help Scheme - Community Self-Help Scheme - Suffolk County Council. In this scheme Suffolk Highways will fund the training and equipment for volunteers from the parish to complete works such as this by themselves and under our insurance. This scheme will also allow you to undertake other works in your parish such as sign cleaning and vegetation cutting that may not meet the intervention criteria of our policy"</i></p> <p>Concern about widening the lanes has been raised, due to the potential of increased vehicle speed, albeit an additional metre to the width. "<i>in some areas where the road is still reasonably wide, like close to the god cake, it will encourage on street parking as utilised by the Postie, and other vehicles because the road has been artificially widened by large vehicles flattening the</i></p>

bank. I think the PC is entirely right with this scheme, but in some areas it might give rise to on street parking which could be counter to the aim of traffic and people enjoying the same space."

Discussion was held and it was agreed to report again on the Highways Reporting Tool. The Community Self-Help Scheme appears to be a practical option, but query who picks up the cost - verges and lanes are Highways property and BPC would question why Bromeswell residents should have to pay to have them cleared.

ii) Safety of A1152 / JPTI meeting

It was suggested to keep this item on future Agendas under Highways

IA and TR attended the JPTI meeting on January 10. IA raised that we had asked for the JPTI/Highways to consider improvements to reduce the risk to pedestrians crossing the A1152 and drivers at the Eyke/Orford Road junction.

IA received a positive email on 20 March from Jason Beck, Principal Planner (Policy and Delivery) at ESC *"regarding active travel improvements in Bromeswell, notably around crossing points. Within East Suffolk we have a Cycling, Walking, Wheeling Group that was set up to discuss such proposals and the group can be used to support CIL bids and offer advice to help you through the process. I can put this as an item on the agenda for the next meeting to begin that initial discussion, but it would be useful if you could send me as much information you have on the proposal so we have this available to support the discussion. Further down the line we could look to invite you or a representative of the Parish Council to directly speak to the group."*

Therefore it will be useful for BPC to put together a submission to Highways that highlights our concerns on pedestrians crossing the A1152 and proposes mitigating activity using CIL finance - to include letters from concerned residents, possibly a video to show the volume/speed of traffic when the school bus leaves in the morning. A suggestion was offering a school walk - it is very scary to cross with children twice a day 5 times a week. Volunteers needed.

It was noted the recent accident at the Eyke junction which caused A1152 to be closed.

iii) Advertising Boards

SCC Charles Harrison has replied to say, *"I have spoken to our Enforcement Team who have written to various people regarding their advertising. Without knowing who the owner of the board is we are unable to enforce its removal and without any advertisements on it, it does not pose a hazard to drivers for Suffolk Highway to remove it. It will continue to be monitored for any additional advertisements posted and enforcement action will be taken accordingly at that time. I would suggest that if you notice any further advertisements posted that you report them on the Highways reporting tool as well as to me."*

It seems that advertising boards have been placed on Highways land without SCC permission and that Highways have made a reasonable effort to identify the owner. BPC agreed to request that Highways take the board down.

iv) PC Insurance

The clerk made enquiries with Zurich for comparison to Ansvar - the basic quote received was £241. After consideration and agreement regarding the additional memorial cover of £63 - total £304 - PC agreed to switch to Zurich as from 1 April 2026 - which compares to Ansvar at £471.00. Ansvar will reimburse the remaining 5 months of the insurance - approx. £241. CAS has acknowledged cancellation as from 11.59 on 31 March.

	<p>v) TR confirmed that GW Shand dug out 3 1/2 feet out of the soakaway, also channels from the road to hopefully draw water away from School Lane. TR also confirmed flooding in Summer Lane seems to have been rectified</p> <p>vi) Clerk contacted First Bus to let them know about the concern with stopping at the Bromeswell stop. If you have any concerns regarding the bus service please contact clerk@bromeswellparishcouncil.gov.uk</p>																		
10.	<p>Approval and signing of minutes 12 January 2026 Agreed and signed - Clerk to upload and replace draft on the website</p>																		
11.	<p>Finance Letter of Engagement from SALC - BPC agreed SALC as auditors for April 2025 to March 2026 - to note Audit has been booked w/c 4 May</p> <p>CIL Notice to be signed and uploaded to website - Action Clerk to inform CIL</p> <p>a) to note authorised payments made, and to be made since last meeting</p> <table border="0"> <tr> <td>- VHMC Inv 197 (January hire)</td> <td>£20.00</td> </tr> <tr> <td>- Lloyds bank charge (January)</td> <td>£4.25</td> </tr> <tr> <td>- Lloyds bank charges (February)</td> <td>£4.25</td> </tr> <tr> <td>- GW Shand Inv 861</td> <td>£195.00</td> </tr> <tr> <td>- SALC Inv Payroll</td> <td>£22.80</td> </tr> <tr> <td>- Clerks salary Qtr 4</td> <td>£551.00</td> </tr> <tr> <td>- Lloyds bank charges (March)</td> <td>£4.25</td> </tr> <tr> <td>- HMRC contribution Qtr 4</td> <td>£137.80</td> </tr> <tr> <td>- Zurich insurance Inv</td> <td>£304.00</td> </tr> </table> <p>b) to note any payments received since last meeting - none c) to agree accounts as at 23 March 2026 - signed and uploaded to Finance Reports on the website - to note proposed end of year accounts 31.03.26</p>	- VHMC Inv 197 (January hire)	£20.00	- Lloyds bank charge (January)	£4.25	- Lloyds bank charges (February)	£4.25	- GW Shand Inv 861	£195.00	- SALC Inv Payroll	£22.80	- Clerks salary Qtr 4	£551.00	- Lloyds bank charges (March)	£4.25	- HMRC contribution Qtr 4	£137.80	- Zurich insurance Inv	£304.00
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12.	<p>Date of next BPC meeting - APM and ACM 18 May 2026 - APM to start at 6 p.m. Action Clerk to invite guest speakers</p> <p style="text-align: right;">The meeting closed at 8.05 p.m.</p>																		

Signed Chair Date: 18 May 2026