

Bromeswell Parish Council Meeting Minutes
Monday 24 March 2025 at 7.00 p.m. in the Village Hall



24.03.25.4	to engage with MP re Eyke Junction and traffic concerns	IA
24.03.25.7	send information to James re general waste bin	Clerk
24.03.25.9	submit BPC comment re DC/25/0791/P3Q - change of use of Agricultural Building to 2 dwelling houses: Barn, Spencers Field- by 4 April	Clerk
20.01.25.5	poor visibility at Nelson Potters junction due to foliage	TJ
25.11.25.10iii	obtain a quote for repair/replacement of rotten wood on the bus shelter	VD
24.03.25.11	to purchase refreshments for 5 April	Clerk
24.03.25.13e	to contact SALC re Lloyds service charge	Clerk
24.03.25.13f	to review Financial Regs and Standing Orders	Clerk
24.03.25.13g	to purchase Norton anti virus software	Clerk

Payments received since last meeting:

	none	
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Payments made/to be authorised since previous meeting:

18/03/25	Lloyds Bank service charge	£4.25
21/03/25	Clerks salary 4th quarter	£499.20
24/03/25	HMRC Employer contribution 4th quarter	£124.80
24/02/25	VH January hire Inv 155	£13.50

Attendance: Chair Verity Brown (VB), Vice Chair Tim Johnson (TJ), Ian Abbott (IA), Verity Danziger (VD), Tracy Rogers (TR), Sue Todd (ST), Rory Burrow (RB), Jenny Lloyd (Clerk), ESC Cllr Mallinder, 5 members of public

1.	Welcome
2.	To receive and accept apologies for absence from Councillors none
3.	To receive any Declarations of Interest from Councillors on Agenda items VB - 9c) ii) and 9b), IA stated that although his garden backed onto the field in which a planning application had been submitted for the conversion of 2 farm buildings to dwellings, (item 9a(i)), he felt he was sufficiently far away from the proposed development for it not to matter. It was unanimously agreed that he need not declare an interest, and could therefore comment as normal.
4.	To receive Reports None received from SCC Cllr Reid at this time

	<p>Cllr Mallinder's report was distributed and uploaded to the website. James attended a full council meeting and spoke out about procurement of new bins on pavements, i.e. suggesting the use of hessian bags. Also spoke up about the budget - that ESC should be focused on core responsibility. Pardon the Weeds has been replaced by Nature First costing £50,000. Seems to be vanity projects rather than delivering the core responsibilities.</p> <p>James had a really successful day with a visit to the peninsula with MP Jenny Riddell-Carpenter, looking at Eyke and the new development, traffic and speed issues, and areas of flooding.</p> <p>Unitary developments are going ahead - East Suffolk and Suffolk County Council will not exist - with the election of a Mayor next year and a year later a shadow council. There are 300 councillors in Suffolk costing over 2 million pounds so it makes sense to have one council. Discussions followed about powers and added responsibilities for Parish Councils and Councillors, bearing in mind they are all volunteers.</p> <p>Heavy traffic and breakages of drains, soil run off are causing numerous local issues. BPC are still pushing for a pedestrian crossing to the bus stop and queried if we can contact the MP Jenny Riddell-Carpenter directly. Agreed. Action IA to engage with MP. Thanks expressed to JM for his support.</p>
5.	<p>Public Session</p> <p>Queries were raised about ownership of land in the village. Discussion held about areas of open access land as well as private land. Some areas are accessible to view for free on the Land Registry</p> <p>Thanks were expressed to IA for a successful litter pick, and thank you to the 24 volunteers and all involved - a wallet and 25 bags of rubbish and several wheel hubs were collected</p>
6.	<p>Vacancy of Bromeswell PC Chair</p> <p>Verity Brown informed the Council that she will step down as Chair at the Annual Council meeting in May. Verity will remain on BPC as a Councillor. Thanks were expressed to Verity for her time and support as chair over the last 3 years.</p> <p>To date no interest has been received in fulfilling the role. IA has kindly offered to take on the role as from September but not before.</p> <p>Therefore, BPC has two meetings May and July that as an absolute minimum, will need to be chaired by a Cllr.</p> <p>It is crucial to elect a chair at the ACM as BPC will not be legal. Full support will be given to the Cllr that can temporarily chair these meetings.</p>
7.	<p>To discuss options for a bin at the front of the Village Hall</p> <p>Further to the request for a dog bin outside the Village Hall. It was agreed that a 1 x Topsy 2000 litter bin would be preferable as it will take dog waste and general waste VPMC are in favour of a general bin to be placed "Looking at the hall from the road, the grass area on the left side (the side with the glass bank) quite near to the road but not too near so trucks like the dustcart and other lorries could knock it. Not to be too near the glass bank because underneath that area is the old concrete septic tank"</p> <p>Costs: supply, scanning, base and installation - £438.48 + vat. Cllr Mallinder kindly offered financial support from his Enablement Fund - Action Clerk to send details to JM</p> <p>To note there will be a weekly emptying charge of £1.25 plus VAT and additional cost of a Highways Licence at £160.00. Action Clerk to send a photo location and what3words etc. to ESC to confirm the order before the end of March. All agreed.</p>

8.	<p>Highways To discuss Highways matters and any coming forth</p> <ul style="list-style-type: none"> - Highways order 20224 for 30mph signs along Wilford Bridge Road (between Railway Crossing at Melton and Wilford Bridge Roundabout) - has been completed. It was discussed there were no repeaters and it does not feel like 30 mph. - discussion about the signs at the roundabout which can be hazardous to drivers. JM mentioned that Tim Passmore is coming to the APM in Hollesley on (date) should we have any questions. - poor visibility at Nelson Potters junction due to foliage Action TJ to follow up - flooding on Sheepdrift Road - reported to Highways under ref: 505237 - response received that this road is on a cyclical inspection rota - BPC to monitor and send photos after 24 hours of next rainfall
9.	<p>Planning matters a) To discuss Planning applications received since last meeting and any coming forth</p> <p>i) DC/25/0791/P3Q - change of use of Agriculture to two dwelling houses - Barn, Spencers Field Common Lane BPC notified relevant properties in School Lane of this application with an opportunity for residents to notify BPC of any concerns Query was submitted to ESC Planning via letter and email, to clarify how permitting the change of use of the agricultural buildings on Spencers Field will affect the status of the adjacent agricultural land in terms of future housing planning applications. Class Q: This is a type of planning permission that allows the conversion of agricultural buildings into residential dwellings, including barns, stables, and other agricultural structures. Prior Notification: This means that instead of a full planning application, a simpler form of notification is submitted to the local authority, allowing for a streamlined approval process. P3Q: This likely refers to the specific form or type of prior notification application required for Class Q conversions. Changes to Class Q: There have been significant changes to Class Q, including the fact that buildings no longer need to be in agricultural use to be eligible for conversion. Timeframe: If a Class Q prior notification application is approved, the applicant has three years to complete the conversion. Size Limit: Class Q limits the size of the conversion to 1,000 m² (internal measurement).</p> <p>The garden will need separate planning permission as this will not come under the class Q. Letter sent to ESC with BPC queries. No response received as yet. There was a show of hands to agree no contact needed with the landowner at this time. Action Clerk to send comment by 4 April - no objection but welcome ESC scrutiny.</p> <p>ii) DC/23/0203/FUL - Eyke development - the PC was notified that this duplicate application was withdrawn. The development is well underway.</p> <p>b) Current status of Applications DC/24/3348/FUL - two new dwellings Land of East Bowfield Old Farm Sandy Lane - awaiting decision</p> <p>c) Update on current Enforcements i) ENF/22/0392/DEV Landing at Wilford Bridge - ESC have reached a determination regarding this case and aim to provide a detailed update as soon as possible. Unfortunately, there are a number of authorities involved and complex matters to resolve due to this. ESC are unable to provide a timescale due to the high volume of cases the Council is currently dealing with and the need for Senior Officer input on this matter. ESC will provide a full detailed response and update regarding this case as soon as they can</p>

	<p>ii) ENF/23/0235/USE Sandy Lane (DC/23/4614/FUL) Church Barn containers - remains an open enforcement case. ESC are continuing to monitor the outcome of the planning application DC/23/4614/FUL. Once this application is determined the enforcement case will be reviewed</p>
10	<p>Communications received</p> <ul style="list-style-type: none"> - Lighthouse Womens Aid: Action Clerk to request electronic version of a poster that we could print off and put up on the notice boards and in The Warbler. - SALC East Suffolk Area forum focussing on Devolution - 27 March 19.30-20.30 on Zoom - distributed to Cllrs - Wild spaces return to support nature across East Suffolk - kindly distributed via The Warbler - Help shape the Air Quality Strategy for East Suffolk - on-line survey open until Wednesday 2 April 2025 - distributed to Cllrs - Community Governance Review (CGR) will carry out a further review relating specifically to increasing or decreasing the number of councillors on their parish council - responses by 30 April - BPC discussed the possibility of an 8th Cllr, however it was deemed difficult to justify another member, considering there has been no change in the size of the Parish or ever a failure to be quorate - SALC Highways Focus Group on 8 April - Action Clerk to book TR a space
11.	<p>To review matters arising from meeting 20 January 2025</p> <ul style="list-style-type: none"> - Inclusion of all Highways reports for Bromeswell on Joint Deben Parishes spreadsheet was completed by Clerk and sent to Sutton Parish Clerk - SALC Payroll informed by VB of an increase in Clerk's salary from 1 April 2025 - Parish Plan informal meeting at the VH on Saturday 5 April 10.00 to 12.00. Thanks to IA for displaying posters on Notice Boards and The Warbler. Clerk to display on the website. It was suggested that we introduce the importance of the plan and actions that have been done and to break off in smaller groups to discuss priorities for Bromeswell Village - sharing ideas and brainstorming. IA welcomes any thoughts and ideas by email if people are unable to attend. <p>Cllr Mallinder will also be on hand for a chat and Garry Simmonds Community Engagement Officer The Rural Coffee Caravan will provide an information stall for a wide range of topics. Action Clerk to purchase refreshments for the day.</p> <ul style="list-style-type: none"> - Bus shelter footpath and repairs - to be followed up at the next meeting. It was noted the footpath at the bus stop has not yet been cleared. - it was noted that a white van had been parked in Common Lane for 3 days - Safety of A1152 - VB attended the JPTI Meeting on 3 February as follows: <ol style="list-style-type: none"> 1. Expansion of Woodbridge Station (Rock Barracks) to incorporate 28 Engineer Regiment, 70 Gurkha Para squadron and 23 Para Engineer Regiment: these regiments are relocating from Maidstone, Germany, and Honington starting from the beginning of summer 2025. Building equipment storage and training areas etc will commence late 2026 with a target of completing by end of 2028. There will be an increase in construction traffic but very little change in operational traffic. Traffic from families will increase, as will the need for improved public transport, which is under discussion. 2. Data and Monitoring: Inrix Data (Transport analysis system) <ul style="list-style-type: none"> • useful for journey time data but not data on routes taken e.g how much traffic goes North via Tunstall or South through Eyke or Campsea Ashe? • No one data source gives all the information needed 3. Infrastructure Funding Statement: £1.5million starting fund for local improvements which will

	<p>include footway access in Rendlesham Village and Rendlesham Mews to the local shops</p> <p>4. Feedback on Potential Measures to alleviate traffic on A1152: Apart from better signage at junctions, no new conclusions reached</p> <p>All local roads need better signage, especially at accident blackspots</p> <p>5. Bentwaters Monitoring Update: Ongoing discussions with Kemballs (who own Bentwaters) as it's felt the site has reached capacity and further expansion will have adverse local impacts.</p> <p>Next JPTI meeting is on July 10. It was agreed BPC will continue to attend.</p>								
12.	<p>Approval and signing of minutes 20 January 2025</p> <p>Agreed and signed - Clerk to upload and replace draft on the website.</p>								
13.	<p>Finance</p> <p>a) it was agreed SALC as internal auditor for April 2024 to 31 March 2025 - Letter of Engagement was approved (audit booked w/c 28 April)</p> <p>b) to note authorised payments made since last meeting and any coming forth</p> <table border="0"> <tr> <td>VH hire Inv 155 January</td> <td>£13.50</td> </tr> <tr> <td>Clerks 4th quarter pay at end of March</td> <td>£499.20</td> </tr> <tr> <td>HMRC 4th quarter</td> <td>£124.80</td> </tr> <tr> <td>Lloyds Bank service charge</td> <td>£4.25</td> </tr> </table> <p>c) to note any payments received since last meeting</p> <p>d) accounts agreed and signed as at 24 March 2025 - to be uploaded and displayed on the website under Finances</p> <p>e) to note Lloyds Bank charges now that the account has been changed to a Community Account BPC are charged £4.25 every month. Action Clerk to contact SALC and raise matter with other PC's (from a public money aspect)</p> <p>f) Financial Regs and Standing Orders to review at next meeting Action Clerk</p> <p>g) to note Clerk to purchase Norton anti-virus software</p>	VH hire Inv 155 January	£13.50	Clerks 4th quarter pay at end of March	£499.20	HMRC 4th quarter	£124.80	Lloyds Bank service charge	£4.25
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14.	<p>Schedule of meeting dates distributed and uploaded to website</p> <ul style="list-style-type: none"> - Parish Plan update meeting - Saturday 5 April - Date of next PC meeting - 12 May (APM and ACM) <p style="text-align: right;">Meeting closed at 8.35 p.m.</p>								

Signed Chair Date: 12 May 2025