

Bromeswell Parish Council Meeting Minutes  
Monday 21 July 2025 at 7.00 p.m. in the Village Hall



21.07.25.5	to report footpath to Highways	TR
21.07.25.6	to send photographs of Sheepdrift Road flooding to Highways	Clerk/VB
21.07.25.10.	to send photos of advertising boards to PC Jaqueline Abbott	Clerk
21.07.25.10	to confirm with contractor re bus shelter repairs	VD
21.07.25.10	to upload Parish Plan to the website and display with QR code on noticeboards	TJ/IA/Clerk
21.07.25.12	to receive bank details of Fabric Fund from PCC and set up payment	Clerk

Payments received since last meeting:

18.06.25	UK Power Wayleave	£36.23
26.06.25	BPC VAT reclaim	£144.00

Payments made/to be authorised since previous meeting:

20.05.25	SALC Inv 30202 Internal Audit	£219.60
24.06.25	VHMC hall hire Inv 167 (May)	£24.00
20.06.25	Information Commissioner's Office dd	£47.00
19.05.25	Lloyds bank monthly charges (May)	£4.25
17.06.25	Lloyds bank monthly charges (June)	£4.25
27.06.25	Clerks salary 1st quarter	£534.28
07.07.25	HMRC contribution 1st quarter	£133.40

Attendance: Chair Tim Johnson (TJ), Verity Brown (VB), Ian Abbott (IA), Tracy Rogers (TR), Sue Todd (ST), Rory Burrow (RB), Jenny Lloyd (Clerk) 2 members of public

1.	Welcome
2.	<b>To receive and accept apologies for absence from Councillors</b> VD holiday - accepted
3.	<b>To receive any Disclosable Pecuniary Interests (DPI), Declarations of Interest from Councillors on Agenda items</b> <a href="#">SALC quick guide to interests:</a> TJ Item 7a) ii), IA Item 7a) iii), VB Item 7b) i)
4.	<b>To receive Reports</b> SCC Cllr Reid - report was distributed to Cllrs and uploaded to website under Minutes section ESC Cllr Mallinder - report was distributed to Cllrs and uploaded to website under Minutes section

	<p>No queries or comments raised. No other reports received at this time.</p>
5.	<p><b>Public Session</b> BPC were informed from SWT that garden trimmings were dumped into the car park at Bromeswell Green. SWT has kindly removed most of it - if it keeps happening SWT can install a camera. RB offered to monitor it. No action at this time.</p> <p>It was noted that the footpath from the railway crossing to the other side of the Wilford Bridge is muddy and overgrown - Action TR offered to report to Highways.</p>
6.	<p>Any Highways matters coming forth i) Flooding Sheepdrift Road - Ref:519596 Highways <i>ask that 24hrs is given for any surface water to recede. The drains in this area are on a cyclical routine inspection rota and will be cleansed if required during those inspections - in exceptional heavy rainfall the drainage systems may become overwhelmed which may result in short flooding, however, any Gullies/drains will be assessed during routine carriageway inspections.</i></p> <p><i>Action VB will take photos for Clerk to re-submit.</i></p> <p>ii) It was noted there will be a lane closure on The Street Eyke from 28.July to 10 August under two-way traffic lights, then further full road closure from 11 to 16 August - diversionary route in place. Distributed via The Warbler with thanks.</p> <p>iii) it was noted that works to hatch markings for potholes around the village have been completed by Milestone Contractors, and that works are continuing outside the village.</p>
7.	<p>Planning a) To discuss Planning applications received since last meeting, and any coming forth</p> <p>i) DC/25/2122/P3Q - Conversion of Agricultural building to residential dwelling - Barn Spencers Field Common Lane (DC/25/0791/P3Q 2 dwellings - was withdrawn) BPC received a phone call and responded regarding concerns with this application. Thanks expressed to VB. BPC submitted no objection - the revised plans are still in accordance with the Q regulations, section 84 c of the National Planning Policy Framework Dec 2024, and sections 5.5 a,c,d,e,h of the ES Council Local Plan 2020.</p> <p>ii) DC/25/2249/FUL - to raise the garage roof to make a habitable room and replacement porch - Brooklands Summer Road - the PC was notified in advance that this was a DPI, therefore discussions were held regarding Declarations of Interest and Clerk sought advice from SALC. Clerk emailed Planners to let them know the situation and that BPC raised no objections.</p> <p>iii) DC/25/2223/FUL - demolition of existing house/garage and replacement with new self-build house/garage - an email was received regarding this application and it was noted that bats are present in the property. BPC responded with a copy of our comment submitted to Planners, which included concerns about the probability of the presence of bats roosting at the property, so that they can make their own enquiries:</p> <ol style="list-style-type: none"> <li>1. Proposed elevation: it is unclear from the plans as to whether or not the proposed elevation is significantly higher than existing and, therefore, whether this would be permissible.</li> <li>2. Balconies: whilst the architects' report states that they do not feel the view from the balconies will be intrusive to relevant properties, this needs to be confirmed or otherwise by the Planning Committee.</li> <li>3. Foul Waste: Currently the property has an out-dated septic tank to deal with foul waste. The report from Groundsure Enviro Insight states under Ground Water</li> </ol>

	<p>Vulnerability Section 6:3 pp 32 and 33, that the vulnerability of groundwater to a pollutant discharged at ground level is classified as HIGH on this site. This means that foul sewage will run through the ground quickly and have an adverse effect on the water table. It would therefore seem proper that, should planning permission be granted, there is a requirement to replace the current septic tank system with a filtration system in order to protect the ground water table.</p> <p>b) Current status of Applications</p> <p>i) DC/24/3348/FUL - two new dwellings Land of East Bowfield Old Farm Sandy Lane - awaiting decision</p> <p>ii) DC/25/1684/FUL - removal of Nissen Hut and erection of single storey office building - Sheepdrift Road - awaiting decision</p> <p>iii) DC/25/1674/FUL - construction of a two storey extension and alterations and re-build - 6 St Edmunds Close - permitted</p> <p>c) Update on current Enforcements</p> <p>i) ENF/23/0235/USE Sandy Lane (DC/23/4614/FUL) Church Barn containers It was noted the application has been withdrawn. Correspondence with the site operator is ongoing and the need for further enforcement action reviewed.</p> <p>ii) ENF/22/0392/DEV Landing at Wilford Bridge Enforcement have prepared a full and detailed response which is awaiting sign off from a Senior Officer, due to a number of complexities and other authority enforcement actions at the site.</p>
8.	<p>Communications received</p> <ul style="list-style-type: none"> <li>- East Suffolk Blooms - thanks expressed to VD for applying</li> <li>- SWT - Bromeswell Wildlife Reserve emailed a request from Transition Woodbridge and permission from BPC to install bat recorders - BPC supports the project.</li> <li>- Suffolk County Council Briefing on Local Government Reorganisation - 16 July VB attended as following notes:</li> </ul> <p><b>'What is local government re-organisation?</b></p> <ul style="list-style-type: none"> <li>• A move from a '2 tier' to unitary councils: one for Suffolk and one for Norfolk under a single combined authority of Norfolk and Suffolk</li> <li>• interim plans submitted 23 March 2025 outlining proposals for Suffolk</li> <li>• Full business case to be submitted to Government by 26 Sept 2025 after which time it will be out of our hands.</li> <li>• Government Ministers will decide on which proposals to include in the Statutory Consultation for Suffolk</li> <li>• Following this consultation, there will be a Ministerial decision to implement unitary local government in Suffolk</li> </ul> <p><b>Suffolk County Council's Interim Plan:</b> see <a href="http://www.suffolk.gov.uk/devolution">www.suffolk.gov.uk/devolution</a> for more information.</p> <ul style="list-style-type: none"> <li>• Approved at SCC's Cabinet 18 March 2025</li> <li>• Proposes a one council approach</li> <li>• Alongside this they will co-produce with SALC and individual Parish and Town Councils, an integrated model to strengthen and supplement neighbourhood and community leadership, facilitating devolution where appropriate</li> </ul> <p><b>The Status Quo.</b></p> <ul style="list-style-type: none"> <li>• There are currently 6 councils (County, District, and Borough councils) all responsible for different services and different areas</li> <li>• These have been in place for over 50 years and the Government wants to simplify the system, save money, and make services more financially sustainable.</li> <li>• In response, SCC is proposing to replace all six councils with one new council; delivering all services both local and county-wide</li> </ul>

- This should lead to a one-stop-shop and clearer accountability with better end-to-end decisions. They are very clear that this will mean the end of the County Council, along with Suffolk's District and Borough Councils. In their place will be the creation of one new council with a new structure, councillors, and services.

**Why this is better for Suffolk:**

Simpler for residents, better use of funding, clearer accountability, safer services, more efficient, connected to and stronger leadership, better alignment of decision-making, empowering residents services

**Money saved could be used for services like:**

Fixing and cleaning roads, Waste collection disposal, Housing, Social care, Planning, Leisure centres, School places and travel, Parks and open spaces, Keeping Council Tax as low as possible

**Having more than one council would cost more: Figures from Price-waterhouse Cooper (PwC)**

	1 Council	2 Councils	3 Councils
Break up costs over 5 yrs	£0m	£92m	£155m
Annual savings over 5 yrs	£26m	£9m	-£3m
Savings in first 5yrs	£104m	£12m	-£52m
One-off set-up costs	£19m	£26m	£32m

**NB This chart is very positive about savings, but there is the risk that it will cost a lot more!**

**This is a forecast, not a promise**

**What are your concerns around Local Government Reorganisation and what doesn't work for you as a parish council?**

There is not yet clarity as to how things are going to look like and there is no blueprint yet.

There are concerns as to how each Parish Council will be able to communicate with relevant departments. It's hard enough getting responses as it is eg from Highways and Planning.

The LGR survey form doesn't give room for PCs to say what sort of things they'd like to take on e.g. cleaning road signs. **In September PCs will be asked as to how they might want to engage with the unitary councils, and suggest areas that the PC could take over and be funded for.**

**Can we use local government reform to fix this for you?** No-one had any responses to this

**How would you like to be heard in the new system?** No-one had any responses to this but voiced concern about some Parish Councils becoming even more remote from a unitary council and therefore will not easily be able to visit in person to sort some problems out (as email communication so often far from satisfactory)

- Coast and Heaths National Landscape - Volunteer Work Parties run from 1 August to 1 October.

- SALC - Introduction of Employment Corner - online space designed specifically for councillors who lead on HR, staffing, or employment matters

- Eyke PC - BPC received copy of application of premises licence for The Elephant & Castle Inn outlining opening hours

- ESC Planning Policy Consultation - How would you like to be involved in planning the future of your area? Poster and short questionnaire - which can be completed online at

[www.eastsuffolk.gov.uk/planning-policy-consultations](http://www.eastsuffolk.gov.uk/planning-policy-consultations) until 3 September. Action TR to distribute via The Warbler. Councillors were encouraged to complete as individuals.

9.

**BPC annual Insurance review**

The insurance policy for Bromeswell Parish Council is due at the end of September.

Unfortunately CAS are unable to issue the policy renewal invitation nor can give any indication on pricing at this time. To be reviewed at the next PC meeting.

10	<p>To review matters arising from meeting 12 May 2025</p> <ul style="list-style-type: none"> <li>- Summer Lane sand on road - TR requested by email and this was kindly actioned</li> <li>- Active Travel - Action Clerk/VB to resend letter from Bromeswell PC</li> <li>- update on bin - it was noted that the foundation has been completed and bin due to be installed</li> <li>- Parish Plan - The final plan has been amended and ready to be uploaded to the website.</li> </ul> <p>Thanks expressed to IA for his time. To be distributed via The Warbler. We agreed that a copy of the front cover of the plan would be put on each noticeboard along with a note advising villagers that a copy would be available for them to read on the BPC website - if they would like a printed copy please contact <a href="mailto:clerk@bromeswellparishcouncil.gov.uk">clerk@bromeswellparishcouncil.gov.uk</a>. The suggestion of a QR code to be displayed was discussed Action TJ/IA</p> <ul style="list-style-type: none"> <li>- Bus shelter - VD received a rough idea of price to replace rotten wood in bus shelter</li> </ul> <table border="0"> <tr> <td>2 of 150x100x2400mm rough sawn</td><td>£120</td></tr> <tr> <td>3 sheets exterior grade ply</td><td>£105</td></tr> <tr> <td>sundries</td><td>£30</td></tr> <tr> <td>2 men for approx 2 days</td><td>£700</td></tr> <tr> <td>Total</td><td>£955</td></tr> </table> <p>If on closer inspection the top plates can be repaired instead of replaced that would be about £300 cheaper</p> <p>It was agreed to carry out the works. Action VD to confirm with the contractor.</p> <ul style="list-style-type: none"> <li>- Safety of A1152 - JPTI meeting 10 July - ST attended and reported that the discussion was about reinstating the monitoring system to get more data - leading up to highlight the stress points. It was advised to speak to Josh re the CIL bids (there 's £1.5 million available). Ian confirmed an appointment with our MP on Wednesday 23 July. Action TR to take some photographs of the junction and traffic. BPC would like our MP, Jenny Riddell-Carpenter to put pressure on Suffolk Highways to explore options on the junction design (a roundabout) and pedestrian options, to raise the matter with the Transport Secretary and to add her support to ESC and JPTI on using CIL finance.</li> <li>- Further to discussions on the advertising boards at the roundabout where PC Jacqueline Abbott suggested she may be able to help. 10 were noted recently - IA has taken photographs Action Clerk to send to Jacqueline by email.</li> </ul>	2 of 150x100x2400mm rough sawn	£120	3 sheets exterior grade ply	£105	sundries	£30	2 men for approx 2 days	£700	Total	£955
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11.	<p><b>Approval and signing of minutes 12 May 2025</b></p> <p>Agreed and signed - Clerk to upload and replace draft on the website</p>										
12.	<p><b>BPC contribution to Churchyard and maintenance</b></p> <p>A discussion was held regarding churchyard maintenance and upkeep of the Church. Having looked at the NALC guidelines, and the revision of the Local Govt Act 1984, ( which took place in 2023) it would seem it is now legally allowable for Parish Councils to support the maintenance of Church Buildings and not just the upkeep of the grounds, as long as there is a benefit to the wider community and not just the Church.</p> <p><i>Clerk received following from SALC 'when it comes to spending money on churches, parish councils generally have the power to maintain closed churchyards under the Local Government Act 1972, Section 214. There was an amendment to the Local Government Act 1894 in December 2023 that means councils can use their discretionary powers to fund such property, including that of other Christian denominations and non-Christian faiths. It applies in the case of:</i></p> <p><i>Specific powers to fund works — For example, repairs to clocks fixed to church property (section 2 of the Parish Councils Act 1957) and the maintenance of open churchyards (Section 214 of the Local Government Act 1972).</i></p> <p><i>General powers to fund works where works are not covered by a specific power — Section 137 of the 1972 Act and the general power of competence can also be used by councils to fund requests for works not covered by specific powers, if it was considered to benefit the area or the inhabitants etc. as laid out in the section'.</i></p>										

	<p>It was suggested that the PC contribution could be paid into a Fabric Fund account, and that relevant invoices/receipts be made available to BPC. It was noted that no contribution to the PCC was made last year i.e.£650. The amount was increased to £700 this year, as set out in the budget. Therefore, it was agreed this amount would be carried over and to set up payment of £1,350.00. Action Clerk to receive bank account details from the PCC and back up Invoices/receipts to cover this amount in due course.</p> <p><b>AGREED.</b></p>																		
13.	<p><b>Finance</b></p> <p>a) to note authorised payments made since last meeting and any coming forth</p> <table> <tr> <td>SALC Inv 30202 Internal Audit</td><td>£219.60</td></tr> <tr> <td>VHMC hall hire Inv 167 (May)</td><td>£24.00</td></tr> <tr> <td>ICO renewal dd</td><td>£47.00</td></tr> <tr> <td>Lloyds monthly bank charge (May)</td><td>£4.25</td></tr> <tr> <td>“ (June)</td><td>£4.25</td></tr> <tr> <td>Clerks salary (1st quarter)</td><td>£534.28</td></tr> <tr> <td>HMRC contribution (1st quarter)</td><td>£133.40</td></tr> </table> <p>b) to note any payments received since last meeting</p> <table> <tr> <td>UK Power Wayleave</td><td>£36.23</td></tr> <tr> <td>BPC VAT reclaim</td><td>£144.00</td></tr> </table> <p>c) to agree accounts as at 21 July 2025 - signed - Clerk to upload to finances on the website</p>	SALC Inv 30202 Internal Audit	£219.60	VHMC hall hire Inv 167 (May)	£24.00	ICO renewal dd	£47.00	Lloyds monthly bank charge (May)	£4.25	“ (June)	£4.25	Clerks salary (1st quarter)	£534.28	HMRC contribution (1st quarter)	£133.40	UK Power Wayleave	£36.23	BPC VAT reclaim	£144.00
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14.	<p>Date of next PC meeting 15 September 2025</p> <p>Meeting closed at 8.10 p.m.</p>																		

Signed ..... Chair Date: 15 September 2025