

## **Bredfield Parish Council**

### **Minutes of the Bredfield Parish Council Meeting held on 24<sup>th</sup> September 2012 at St. Andrews Church Room, Bredfield at 7pm.**

Meeting started at 7pm.

#### **Present**

Councillors: Mr Andrew Miller (chair), Mr D Hepper, Mr D. Leyland, Ms A. Henderson, Mr T. Richardson, Mr G Taylor, Ms D Causier.

Cllr. Peter Bellfield

Two members of the public were in attendance.

#### **1.0 Apologies received and accepted by the Parish Council**

PC Gilmore

#### **2.0 Confirm minutes of meeting on 6<sup>th</sup> September**

The council agreed that the draft minutes of the meeting on 6<sup>th</sup> September 2012 were a true record and the chair signed them accordingly.

#### **3.0 Matters arising from action points of previous meetings**

##### **AP11/35 village map**

Copies of the map have been printed and are awaiting collection. Cllr Hepper has the matter in hand. **AP11/35**

##### **AP12/03 A12 junction**

Cllr Leyland met Mr Chenery (Highways Dept., SCC) at a recent meeting. Mr Chenery had assured Cllr Leyland that he would be in touch shortly to organise a site meeting at the A12 junction. There had not yet been any communication, and the clerk was therefore asked to write to the chief executive of Suffolk County Council (Lucy Robinson), expressing councillors' understanding of current pressures on the highways department, but stating that the Parish Council was frustrated by the lack of communication and apparent unwillingness to organise a site meeting. **AP12/03**

##### **AP10/17 village noticeboard**

Cllr Miller has ordered timber and will shortly begin to make the new noticeboard, which will have three panels, two of which will be lockable. **AP10/17**

##### **AP11/20 & AP11/26 glebe land**

See agenda item 9.0

##### **AP11/16 war memorial**

See agenda item 14.0

##### **AP11/40 site specific allocations**

The clerk had been contacted by a representative of Hopkins Homes, asking for the views of the Parish Council concerning the possibility of residential growth on land between Tudor Cottage and the village shop. The Parish Council has not yet received up to date information on site specific allocations, and was unsure as to why this enquiry had been made, although the land had been tentatively proposed as a designated site for development in 2010. After discussion, the clerk was asked to contact Suffolk Coastal District Council to enquire why the Parish Council had not been made aware of the current position on identified sites for residential growth in the area. Councillors would be interested to know what information has been made available, and to whom. With regard to Hopkins Homes, the clerk was asked to make a response demonstrating that the Parish Council was not in a position to comment on this matter or give an opinion at this time. **AP11/40**

##### **AP12/09 Olympic event**

See agenda item 15.0

##### **AP12/12 external audit report**

See agenda item 10.0

##### **AP11/19 & AP11/28 highways**

See agenda item 12.0

#### **AP12/14 declarations of office**

See agenda item 8.0

#### **AP12/15 Suffolk code of conduct**

The Parish Council unanimously agreed to formally adopt the Suffolk Code of Conduct, and the clerk circulated copies to each member. **AP12/15 resolved**

#### **AP12/16 HGV incident reporting**

The clerk had asked Tony Bence to place a link on the village website for the electronic reporting of HGV incidents to Suffolk County Council. She had also placed several hard copies of the incident report form in the folder which is kept in the village shop. **AP12/16 resolved**

#### **AP11/45 budget adjustments**

See agenda item 10.0

#### **AP12/17 tree preservation orders**

Mr Schofield's enquiries are on-going at this time. **AP12/17**

#### **AP12/18 ownership of village green**

Cllr Bellfield had helped to clerk with this matter and it was found that the village green was indeed owned by the Parish Council. Cllr Bellfield had given the clerk a contact number for the request of land registration documentation. Cllr Miller will ask a village resident to make a valuation of the green in order to update the asset register for audit purposes. Councillors also queried the ownership of an area next to the village pub, which they believe to be an additional asset of the Parish Council. **AP12/18**

#### **AP12/19 application C/12/1633/**

The clerk had sent a response to Suffolk Coastal District Council. **AP12/19 resolved**

#### **AP12/20 operator's licence, Debach**

See agenda item 12.0

### **5.0 Report from Community Police team**

PC Gilmore was unable to attend the meeting.

### **6.0 Report from County/District Councillor**

- BT had been nominated for the contract to improve broadband in Suffolk.
- The change from a three to a two tier system in Suffolk schools was showing an improvement in results at the end of KS2 at this early stage.
- The management of libraries was now in the hands of the Provident Mutual Society. This includes prisons, schools and mobile libraries.
- The development of wind farm energy was encouraging investment in the area, while EDF was committed to building Sizewell C, although their contribution to local finances did not appear to be as generous as had been hoped for, and the construction of a bypass on the A12 was now in question.
- The district council has now integrated its planning services, despite encountering some small operational difficulties.
- Cllr Bellfield had received a copy of the letter from the Parish Council in connection with the application for an operator's licence in Debach. He reported that unfortunately there are restrictions to the grounds for objection by the County Council. They can only object in relation to the access from the highway.
- Cllr Bellfield had received a complaint from a village resident with regard to noise from a neighbour's dog, although this complaint had since been withdrawn.
- A question was raised about the timescale for broadband improvement. Cllr Bellfield hoped that this would be complete by summer 2015.
- Cllr Bellfield was questioned about overgrown hedges in the area, and the responsibility for these, especially when they impede road visibility. These are the land owner's responsibility, but the Parish Council was advised to get in touch with Suffolk County Council if there are prolonged difficulties at a specific location. The County Council can then support a request for improved maintenance.

Thanks were extended to Cllr Bellfield for his attendance, and he left the meeting (7.50pm).

### **7.0 Correspondence**

The clerk had circulated the postal record, and important correspondence was covered in agenda items at this meeting.

### **8.0 Changes to register of members' interests – new statutory requirements**

Suffolk Coastal District Council did not require hard copies of the register of pecuniary interests, but were contacting all councillors and were requesting the completion of electronic data collection. Most Bredfield councillors had now completed this.

### **9.0 Jubilee Field project**

The clerk circulated a list of volunteers, compiled after the meeting of September 6<sup>th</sup>. She was asked to make an addition to this list. It was decided to set a date for a first meeting of this group. Parish Council members would convene and start this meeting, but would then hope to appoint a chairperson from the volunteer group, so that it would begin to take community ownership of the project. The date agreed was Tuesday October 2<sup>nd</sup>, at 7.30pm in the church room, with Wednesday October 3<sup>rd</sup> as an alternative if the room was unavailable. The clerk will organise the room and confirm this with councillors, who will then contact people on the list. The clerk had submitted a grant application to Viridor Environmental Credits. They had asked for some supplementary information, in the form of letters of support from residents and an independent valuation of the land. The clerk will seek letters, and Cllr Miller will ask a resident employed by a local estate agent to make a valuation. The supplementary evidence needs to be with Viridor by October 8<sup>th</sup> in order for the application to be considered by the Suffolk steering group.

Cllr Hepper informed councillors that the Corporate Regeneration Fund was now operational and would be another possible source of funding. He was willing to pursue this. **AP11/20 & AP11/26**

### **10.0 Finance**

10.1 The financial statement to 31st August had been circulated prior to the meeting. This was agreed and was signed by the chair.

10.2 Cheques were drawn for BDO (external audit), Heelis and Lodge (internal audit), the clerk's salary and expenses and HMRC (clerk's PAYE).

10.3 The clerk had amended the budget in the light of recent developments. The revised budget was unanimously agreed and was signed by the chair. With regard to the monetary allocation for repairs to the war memorial, the clerk was asked to write to Bredfield Charities and to the PCC, seeking their willingness to make a financial contribution. **AP11/16**

10.4 The external audit had been completed satisfactorily and no issues had been raised.

10.5 After some discussion, it was reluctantly decided not to make any grant donations this financial year. This unanimous decision was made in the light of the current financial commitments to the repair of the war memorial and the purchase of the Jubilee Field. A question was raised about a potential donation in recognition of Rev. Gardner's contribution to the village. There was unanimous agreement that, while noting and appreciating everything he has done to support the community, and although individual councillors could make personal contributions if they wished, this was not part of the Parish Council's role.

### **11.0 Matters from the public**

There were no matters from the public.

### **12.0 Highways**

12.1 The junction of the A12/C309 had been discussed in 3.0 (matters arising).

12.2 The application for an operator's licence in Debach had been discussed with Cllr Bellfield (item 6.0). The clerk had received a written response from the police, which she circulated.

There had also been a supportive response from Patsy Dobson at Suffolk Coastal District Council.

12.3 Cllr Causier had received three complaints from village residents about the increase in HGV traffic in both directions on the C309. This traffic occurred as early as 5am, and the uneven road surface was causing tremors and unacceptable noise levels. These were not harvest vehicles, but were often container lorries. The clerk was asked to contact Suffolk Coastal District Council to confirm that containers were not being stored in Debach. She was also asked to add the increase in traffic to communications with David Chenery at Suffolk County Council. Councillors agreed to encourage residents to take the registration details of vehicles whenever possible, as identification would support their case. **AP11/22 and AP11/23**

### **13.0 Planning**

Application no: C12/1937/: Erection of a storage building for farm machinery on land north of Manor Farm, Woodbridge Road, Bredfield.

The Councillors examined and discussed this application, and they unanimously agreed that they had no objections. The clerk will contact Suffolk Coastal District Council with their response.

**AP12/21**

### **14.0 War memorial update**

Mr Moseley had sent signed agreement to the schedule of works. Cllr Miller will get in touch with him after Mr Moseley's return from holiday on 27<sup>th</sup> September, to agree a start date for the repairs. **AP11/16**

### **15.0 Review of village Olympic event, 27th July**

It was agreed that this had been a highly successful event, and the clerk was asked to send a letter of thanks to Hassina Khan. Hassina had submitted an invoice, for the collection of grant funding, and she would pass accompanying receipts to the clerk for the Parish Council accounts. The clerk will now send the invoice to Suffolk County Council (Suffolk Celebrates). **AP12/09**

### **16.0 Other matters arising**

Cllr Causier raised the matter of local residents allowing their dogs to foul the footpaths. Dog excrement has even been found on private lawns in the village. This was a problem across the village, and although there was discussion over the possible siting of a bin, it was unclear as to the best location for this. It would be necessary for a safe stopping place for refuse lorries to empty an additional bin. The purchase and maintenance of a bin would be an increased cost for the Parish Council. It was unanimously agreed that this is an unsociable and undesirable situation, as well as being a significant health risk. Residents should be aware that it is an offence, and that action could be taken against dog owners. Cllr Miller agreed to submit a reminder to all residents, for inclusion in the next copy of The Lantern. The clerk will confirm the rights of parish councils with regard to this matter. **AP12/22**

Cllr Hepper had circulated a rural document to council members, and he alerted councillors particularly to sections on the 'right to challenge' and the 'community right to build', for future reference in the context of planning matters.

Cllr Leyland reported on the SALC Suffolk Coastal area meeting that he had recently attended. He mentioned that the Parish Council may be asked about a proposed ban on unauthorised signs on the A12. Such signs on public land are in fact illegal, and the Parish Council does apparently have the right to remove these and return them to their owners.

### **17.0 Dates of next two meetings**

The dates for the next two full Parish council meeting were agreed as Monday 26<sup>th</sup> November 2012 and Monday 28<sup>th</sup> January 2013.

**Meeting ended 8.45pm**

KB 29.9.12