

Bredfield Parish Council

Minutes of the Bredfield Parish Council Meeting held on 26th March 2012 at St. Andrews Church Room, Bredfield at 7pm.

Meeting started at 7pm.

Present

Councillors: Mr A. Miller (chair), Mr D Hepper, Mr D. Leyland, Ms A. Henderson, Ms D. Causier.

Cllr Peter Bellfield.

Two members of the public were in attendance.

1.0 Apologies received and accepted by the Parish Council

Mr T. Richardson: illness

Mr G Taylor: crop-spraying

PC Victoria Gilmore: other commitments

2.0 Presentation: Graham Schofield's work on a village map

Mr Schofield had developed a map of Bredfield, which would hopefully help visitors to locate properties in the village. He had taken a diagrammatic approach and properties were numbered with a separate key. Councillors examined the map and were impressed with its quality. They thanked Mr Schofield for the time he had spent on this. Checking for accuracy was needed, and Cllr Hepper agreed to do this. It was agreed that the final version would be professionally printed. Four copies would be printed on A3 paper and laminated, for noticeboards and the village shop. Between 10 and 20 copies would be printed on A4 paper (depending on costs). These would be available to purchase for around 10pence each. Mr Schofield will investigate printing costs and will liaise with BPC members. **AP 11/35.**

3.0 Confirm minutes of previous meeting

The council agreed that the draft minutes of the meeting on 30th January 2012 were a true record and the Chair signed them accordingly.

N.B. The agenda was changed at this point, so that Cllr. Bellfield could make his presentation and then leave to attend another meeting.

7.0 Report from County/District Councillor

Cllr Bellfield presented his report, the main points of which were as follows:

- Suffolk County Council is on track with its savings, and is in fact £5 million ahead of predictions at this time.
- 1400 staff have now left SCC, at all levels.
- Further savings of £26 million will be made in each of the next two years. Services will be undertaken by outside contractors, and there will be a further 260 staff reductions (approximately).
- Council tax is unchanged for the coming year.
- The register of interest in improved broadband service closes at the end of March. 10,000 names are needed on this register for it to carry weight.
- There has been significant property rationalisation. SCC has bought Landmark House in Ipswich and is moving there, together with the police. This will make savings of £½ million a year. Staff are being moved there from other locations. SCC has 160 sites in Ipswich and 2500 sites in the county, so there is much room for rationalisation. The police are moving into four fire stations, which will save £400,000. Woodbridge police station is closing and the service is moving into Suffolk Coastal District Council offices at Melton Hill.

- Some good news is that the Local Government Chronicle has given SCC an ‘Oscar’ for the best example of a council and business working together on green solutions for waste disposal.
- SCDC is collaborating with Waveney, especially on planning matters.
- There should shortly be post consultation news on the Local Development Framework for planning.
- The Parish Council was interested to discuss the issue of the A12 and C309 junction with Cllr Bellfield before he left the meeting (see Agenda item 12.0). Cllr Bellfield commented on the limited budget available, while acknowledging that the junction is unsatisfactory. Unfortunately it would seem that someone must be hurt before the safety budget could be implemented. Cllr Miller was concerned that the search for liability for the incident in February might obscure the appraisal of on-going dangers and the need for improvement at the site. Money has already been spent and drawings have been made, incurring considerable expense, yet nothing has resulted from this. Cllr Miller referred to a recent letter from David Chenery, suggesting a meeting with the Parish Council. However, a proposed meeting with Mr Chenery would involve more cost, and it would be encouraging if decisions could now be made. Cllr Leyland reminded councillors of past fatalities at the Ufford Road junction with the A12, and a similar junction in Yoxford was also discussed. The Parish Council unanimously agreed to pursue this matter, with the support of Cllr Bellfield. The clerk will contact Mr Chenery and Mr McGregor regarding the matter, and will keep Cllr Bellfield informed. **AP 12/03**

The chair thanked Cllr Bellfield for his attendance and he left the meeting at 7.45pm.

4.0 Matters arising from action points of previous meetings

AP10/17 Quotes for the village notice board (AM)

Cllr Miller has found that the recycled plastic is very heavy and also expensive, so he is investigating other suppliers. **AP10/17**

AP11/19 and AP11/28 Highways

Cllr Leyland had no news to report, although it was noted that several areas in the village had been marked for possible future work.

It was remarked that a car was frequently parked on the pavement next to the pub, thereby obstructing access for pedestrians, especially parents with small children in prams and buggies. This was a potential problem, as children were walking on the road, and there was also the risk of the parked car being damaged. The clerk was asked to contact the vehicle’s owner on behalf of the parish council. **AP12/04**

AP11/20 and AP11/26 Glebe land

See agenda item 13.0

AP11/16 War memorial

See agenda item 14.0

AP11/35 Village map

See agenda item 2.0 above

AP11/26 Street signs

The clerk had communicated with Mandy Mann at SCDC, and had emailed a copy of Cllr. Hepper’s map to her, with possible locations for street signs identified. The matter is in hand, and street signs will be provided, although there is as yet no indication of when this will be.

Resolved

AP11/40 Site specific allocations

There will be no progress on this until after the LDF is published

AP11/41 Feedback from councils

The clerk had sent an email, which she read out to the parish council. As yet there had been no response, other than receipt acknowledgement.

AP11/45 Budget plan

The budget had been agreed, but would be reviewed under finance (agenda item 10.0). **Resolved**

AP11/51 Jubilee

See agenda item 15.0

AP12/01 Outstanding payments

These had been made by the clerk. **Resolved**

AP12/02 Youth club

See agenda item 8.0 (correspondence).

5.0 Declarations of interest

None

6.0 Report from Community Police team

The chair read out a written report from PC Gilmore. There had been no crimes reported in Bredfield since the last meeting of the Parish Council. However there had been thefts of domestic heating oil in Hasketon, Burgh and Dallinghoo, and leaflets had been placed on the village noticeboard and in the shop to alert the public to this. Thefts of domestic wheelie bins had also occurred, as had rural burglaries in some areas. The report highlighted measures that the public should take to protect both property and vehicles. The next Community Panel Meeting would be in Bredfield village hall on Wednesday May 9th at 7pm.

8.0 Correspondence

8.1 The clerk had received several promotional circulars, including one from Eco Services for outdoor recycled plastic furniture.

8.2 Letters had been received from both Guy McGregor and David Chenery, in relation to the A12/C309 junction. These had been considered in the discussion with Cllr Bellfield (see above, 7.0)

8.3 There was an invitation to join Suffolk ACRE. This was not considered necessary at this time, as the Parish Council was well supported by SALC.

8.4 A request for grant funding had been received from HomeStart charity.

8.5 Publicity from Anglia Water had been received regarding the forthcoming hosepipe ban.

8.6 The clerk had received a response from Christine Johnson, Bredfield Youth Club's fundraiser. The chair read this to councillors, and a discussion followed. It was noted that there were few Youth Club attendees from Bredfield itself, and the club did not have a high profile in the village. Although Mrs. Johnson had sent out many requests for funding, councillors unanimously agreed that the members themselves should be more proactive and resourceful, making a significant contribution to the village. Activities such as a quiz night or car wash were suggested, as was a stall at the village fete this year. These would enhance village life, and integration with the community would be improved. They could advertise fund-raising events in the parish magazine. The Parish Council wanted to support the Youth Club, and agreed that it was essential to maintain amenities for young people. In the past the Council had made a donation to help establish the Club and provide resources. They would be happy to support events organised by youth club members, but were unfortunately not in a position to make a large donation this year. The clerk will draft a response to Mrs Johnson, and will share this with the chair before posting it. **AP12/02**

9.0 Quality assurance

9.1 The draft risk assessment was reviewed and councillors unanimously agreed to retain this in its current form. It will be reconsidered in 2013.

9.2 The clerk had emailed a copy of a recommended and updated version of model standing orders, which she had obtained from SALC. It was agreed to adopt these in principle. The clerk will make small amendments as necessary, in order to personalise the document for Bredfield Parish Council, as advised by SALC. She will circulate the amended document to all councillors. **AP12/05**

9.3 The clerk had been unable to find Bredfield councillors' code of conduct. Cllr Hepper agreed to give her a copy of this. **AP12/06**

10.0 Finance

10.1 There was a small error in the bi-monthly financial statement, which was corrected and then duly signed by the chair.

10.2 The year-end financial statements had already been circulated and were agreed and signed by the chair.

10.3 There were two outstanding payments, the clerk's salary and payment for the Jubilee mugs. Cheques were signed and the clerk will post payment for the mugs. It was unanimously agreed to maintain the current salary arrangements for the clerk for 2012-13. **AP12/07**

10.4 The precept allocation for 2012/3 had been received and will remain at £4500, as requested.

10.5 The budget was reviewed and agreed, in the light of the Jubilee mugs order. **AP11/45**

Resolved

10.6 The clerk had received notification of the annual audit process, and she had contacted Heelis and Lodge to arrange the internal audit. She will organise this, and will present preparations for the external audit at the next full meeting of the Parish Council in May.

AP12/08

11.0 Matters from the public

11.1 A member of the public asked for clarification on the broadband survey. The chair explained that there was an online survey, where the public could identify their needs and decide whether they would pay more for an improved service in the county. SCC hoped to obtain government money to achieve this.

11.2 There was a query about the A12 junction, and the pelican crossing towards Woodbridge was mentioned as evidence of the possibility of placing traffic lights at the junction.

12.0 Highways

The A12/C309 junction had been considered in detail and there were no other highways issues at this time.

13.0 Planning

13.1 Clerk's report on neighbourhood planning training, 14.3.12

The clerk had circulated her report to the Parish Council before the meeting. This was discussed, and it was agreed to wait until there is further information available, especially regarding funding, as there would be significant financial implications for small communities.

13.2 Glebe land

Mr Edgell was now fully recovered, and the meeting with him had been rescheduled for Tuesday 17th April at 2pm. Cllr Hepper will report to the Parish Council after this has taken place.

AP11/20 and AP11/26

14.0 War memorial update

An onsite meeting with the contractor has been planned and a written estimate will be sought. Cllr Leyland had written a schedule of work which Cllr Miller agreed to use. Cllr Leyland will circulate this to the clerk and councillors for their information. **AP11/16**

15.0 Queen's Jubilee

15.1 The Jubilee mugs had been delivered and were examined by councillors. It was agreed to put a list in the village shop (with permission), for parents to register the names of any children under 16 years, and their mug design preference. There would be a free mug for each child to collect over the Jubilee period. Surplus mugs would be sold for £2.50. The clerk will place a notice in the Lantern for May and will contact Tony Bishop to ask for permission to use the shop as a central collection point. **AP11/51**

15.2 Village Jubilee celebration plans are on-going. There will be food, drink and music in the Old Rectory garden at the end of the village fete. Cllr Miller was hoping for donations to help with the costs for this. **AP11/51**

16.0 Village Olympic event

Cllr Henderson circulated details of a planned event in the village on the opening day of the Olympic Games (27th July). There would be activities, games and refreshments, with a large screen in the village hall televising the opening ceremony. A sub-committee, with Parish Council representation from Cllr Henderson, is organising this event, and Hassina Khan is completing a grant application, on behalf of the Parish Council. The chair asked the clerk to supply Hassina with any necessary information to support this application. **AP12/09**

17.0 Date and arrangements for annual parish meeting and next parish council meeting

The arrangements for the annual parish meeting and the AGM of the Parish Council were discussed. It was suggested that these could be on the same evening, with the Parish Council meeting at 6.30pm, followed by the annual parish meeting at 8pm. The clerk will contact Tony Bence to enquire about available dates in May when the village hall will be free. She will also advertise the annual parish meeting in the Lantern. **AP12/10**

18.0 Other matters arising

The chair had been notified about an event at Framlingham College on Saturday 28th April, when an Apache helicopter will land in the grounds at 2pm and take off at 4pm. Gates open from 1pm and the event is free, although any proceeds raised will go to Help for Heroes.

Meeting ended 9.10pm

KB 30.3.12