

**Minutes of the Meeting of Bardwell Parish Council held on Tuesday 4<sup>th</sup> June 2019,  
commencing at 7.30pm, in The Tithe Barn, (Bardwell Village Hall), Up Street, Barwell IP31 1AA**

Present: Cllr David Ruffles (Chairman), Cllr Andrew Smith (Vice Chairman and Ward Councillor), Cllr John Babraff, Cllr Ali Compton, Cllr Peter Sanderson, Cllr Tony Stokes. Suffolk County Cllr Joanna Spicer MBE (part); P Smith Clerk/RFO; 3 Members of the public

At the beginning of the meeting the Clerk advised that she would be recording the meeting for the purpose of assisting with the production of the minutes. Following approval of the minutes the recording will be deleted.

**1. Apologies and Approval of Absences**

Apologies were received from Cllr Geoff Clough and were approved

**2. Declarations of Interests**

- i. To receive declarations of interest relating to items on this agenda not previously declared: Ongoing pecuniary interest, Cllr Smith re Finance item 10.ii (part):  
Authorization to pay Clerk's salary.
- ii. To consider requests for dispensations: None received.

**3. To confirm the Minutes of the meeting held on Wednesday 8<sup>th</sup> May 2019**

The Minutes were approved as an accurate record and signed by the Chairman.

**4. Public Participation:** Members of the public are welcome to comment and ask questions about items on this agenda.

Questions raised, which do not relate to items on this agenda may be answered at the Chairman's discretion or considered for inclusion on a future agenda.

**i. A resident asked:**

**Question:**

**a. Ref item 16.iii**

**Why is there a proposal to hold the 2020 Annual Village Meeting in the new Pavilion?**

Residents were assured as individuals and during public meetings that the New Pavilion would not compete with the Village Hall.

It was suggested that should the Parish Council consider this venue that it should first consult the relevant legislation (*Clerk's note: the legislation states that Annual Parish/Village Meetings should not be held in premises licensed for the sale of alcohol unless no other room is available free or at reasonable cost*).

**b.** It has been heard from several sources that the New Pavilion is being referred to as Bardwell's New Village Hall.

**Response:**

**a.** Cllr Sanderson as Chairman of the Bardwell Playing Field Association confirmed there have been great efforts throughout the Pavilion Project to be clear that it (the new Pavilion) would never compete with the Tithe Barn (Bardwell's Village Hall). This stance has not changed.

Cllr Sanderson agrees that the new sports pavilion is not an appropriate venue for the Annual Village Meeting, and can see no justification for holding it there.

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**b.** Cllr Sanderson advised that he is unaware of any suggestion that the New Pavilion was seeking to become the New Village Hall – and confirmed that is not the case.

The Chairman explained that the proposal for the change of venue was for discussion to encourage higher attendance at the meeting.

Cllr Sanderson as Chairman of the BPFA advised that the first major event at the Pavilion will be its formal opening in the Spring..

*See item 16.iii It was confirmed that the 2020 Annual Village Meeting will be held in The Tithe Barn (Bardwell's Village Hall). Issue concluded/no further action required*

- ii. Concerns raised by a resident with regards to the River Black Bourn: He requested that the Parish Council assist in asking the environment agency to clean up the river.

Action Clerk: Contact has been made with the environment agency by phone and the area office by email : Response awaited

- iii. Concerns raised about hedging encroaching on the footpath between Church Meadow and Ixworth Thorpe Road will be investigated by the Clerk. Hedge referred to is blackthorn It was highlighted that there under EU rules hedges should not be cut between 1 March – 1 September. Action Clerk.

- iv. Skinners Lane Footpath: Q. Is this supposed to be wheelchair friendly?  
A. This footpath is not necessarily level – there is no suggestion that this is intended to be wheelchair friendly.  
The matting at the edge of the footpath at the end of Skinners Lane at the edge of the footpath is a dropped kerb to assist in crossing the road – there is a similar arrangement on the opposite side of the road.

- v. Concerns about the lack of police presence in the area were detailed by a resident who raised questions about the increased revenue from Government and from council tax as a result of the increase imposed this year plus significant house building in the area.  
Cllr Spicer advised that additional Police Officers are being recruited, PCSO's are not being recruited.

Action: Clerk to request relevant details from Suffolk Crime and Police Commissioner, Tim Passmore: Email sent Response awaited.

- vi. The Croft: The grass is extremely long – a question was asked about when it would be cut? The resident had phoned West Suffolk Council but had not been provided with a satisfactory response.

Action Ward Cllr: Resolved – Grass was cut week ending 7<sup>th</sup> June. There is normally a 3 week cutting schedule. The contractor had fallen behind but was now back on schedule.

- vii. Footpath behind Lammas Close: A complaint was received about the grass requiring cutting and the overhanging hedge. Action Clerk/Resolved

Update: Havebury Contractor had been asked to contact the Clerk directly regarding this matter prior to the meeting had not done so. In the meanwhile Cllr Compton and another resident from the Croft trimmed back the hedge near to the garages and cut the grass. Since then the Havebury Contractor has attended and carried out further maintenance.

**5. To receive a Report from the Suffolk County Councillor, Joanna Spicer MBE**

Cllr Spicer congratulated Cllr Smith on his reappointment to Ward Councillor, Cars on the Green for its recent event and Friends of Bardwell Church for its forthcoming Open Gardens event.

**Re Flooding Survey - Progress is being made**

The CCTV drainage Survey report was received by SCC 28<sup>th</sup> May 2019. It is intended to jet and survey from the manhole in the front garden of Beech Farm. This may uncover some problems running along the back of the houses. Otherwise, the survey is complete. This additional survey will probably take place mid July: no road closure at Bardwell Green is needed for the extra survey.

From the levelling survey it's just about possible to place a pipe taking the extra water from the pond to the ditch to the south of the green (going under Davey's Lane). This ditch has plenty of extra capacity and should prevent water flooding along Up Street.

Confirming the findings of the previous minor investigations the drains outside the corner of Holly House are broken and will probably need replacing, and there's a strong argument too for replacing the drain opposite Cleveland Cottage, which lies in the middle of Spring Road.

While the pipe running under the access to Manor Farm is deformed/ broken, a parallel pipe seems to allow water to flow unimpeded into the ditch. This ditch may need clearing though, which SCC could do.

It is intended to put these proposals to a review probably next week, and once the information regarding Beech Farm's garden chamber is known, remedial works will be programmed for implementation this financial year.

Concern was expressed that progress re flooding matters was being provided 3<sup>rd</sup> hand to the Parish Council. Cllr Spicer has already discussed this matter with the Flooding team: it is believed that this has resulted from inexperience.

Cllr Spicer confirmed that she expects that the work will be carried out during this financial year. The Parish Council is pleased to receive the positive information and looks forward to receiving further details when becomes available.

**Cllr Spicer also advised re an ongoing issue of Waste dumping on land in the village.**

Suffolk County Council had served a legal notice on a Company whose vehicle had been reported as dumping at the site. However, the company denied that its vehicles had ever been there. Photographic evidence (provided in strictest confidence) would be helpful.

**6. To receive a Report from the Ward Councillor, Andrew Smith**

As agreed at the previous meeting, Cllr Smith advised that he had not followed up anything further re Lammas Close.

40.8% of the population lives in rural locations. Cllr Smith has been pressing for a thorough

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review of rural communities and the services and assets that are available to the rural Wards. A working group is likely to be set up to carry out a thorough review of the rural challenges within a 6 month time frame.

7. **Chairman's Report**

**Pageant: Saturday 28 September** Additional help is needed for various activities: acting, 'behind the scenes', refreshments, crowd scenes stewards. Further information is available from Dinkie Williamson and will be included in the next issue of Bardwell Village News.

**Lammas Close/School Lane** The Chairman reported on a window backing onto Lammas Close from School Lane, having been broken as a result of an air-gun shot, during early evening on Sunday 2<sup>nd</sup> June.

Lammas Close: a bonfire had been lit in a garden of a property at 11pm one evening, plus there had been a commotion at the same address, with bad language and shouting. Residents are advised to continue to monitor the situation. It has previously been very quiet.

**School:** Debris along the fence line following installation of new fence: The fence panel and various items of inorganic debris have been removed.

8. **Planning Applications – New**

- i. DC/19/0962/TCA - Bardwell Primary School  
Proposal: Trees in a conservation area notification – 1 no Yew – pollard and trim stubby lower branches [No objections/Response previously submitted](#)
- ii. DC/19/0852/TCA - Walnut Tree Cottage, Knox Lane, Bardwell  
Trees in a conservation area notification – 1 no Walnut Tree – remove branches overhanging Knox Lane and telephone cables and those close to house as indicated on photographs rec'd 7 May 2019 [No objections/Response previously submitted](#)
- iii. DC/19/1038/LB – Moat House, Spring Lane, Bardwell  
Application for listed buildings consent – (i) Single storey rear extension (ii) re-roof kitchen extension (iii) Installation of utility to former study (following demolition of garage) [No objections – Actioned Clerk](#)
- iv. DC/19/1037/HH – Moat House, Spring Lane, Bardwell  
Householder Planning Application (i) Single story rear extension and (ii) re-roof kitchen extension (following demolition of garage) [No objections - Actioned Clerk](#)
- v. **To note decisions by planning authority since May meeting.**  
DC/19/0399/FUL Bardwell Primary School  
Relocation of fence and replacement of existing gate. [Approved.](#)  
DC/19/0315/LB The Old Barn, Low Street, Bardwell  
Listed Building Application: Replacement Windows and doors on front, rear and side of property: [Approved.](#)

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- vi. **A resubmission of an Application for Forge Cottage, Bowbeck, Bardwell** DC/19/1044/LB  
Resubmission of DC/17/2569/LB was received on the day of the meeting. It was therefore not possible to consider the application during the meeting. Consideration of how this will be dealt with – whether an EGM is required - will be decided outside of the meeting,
9. **Highways Matters for consideration:** See item 5.
10. **Finance** Clerk/RFO
- i. To receive financial report: See attached.
- ii. To approve payment of invoices: Invoices totaling £1,005.55 were approved for payment.  
*Proposed: Cllr Babraff Seconded Cllr Sanderson All Agreed*
- iii. Defibrillator Pads expire 1<sup>st</sup> July 2019 – Approval was given to purchase replacements @ £87.00 ex vat (pack of 2).  
[Action Clerk/Completed: Replacements rec'd/Expiry Nov2021](#)
- iv. **Update re closure of Unity Trust Bank Account:** Closure letter/Form submitted  
[17 June 2019: Account Closure completed – Funds transferred to BPFA Account](#)
11. **Community Speed Watch** Cllr Compton
- i. **Speed Watch report**  
The intended session at Low Street had been postponed due to bad weather. It is hope to reschedule this during June. During the May sessions only one person had been registered driving over the speed limit (at 31 mph).
- ii. **To consider the results of the VAS reports previously circulated**  
Concern was raised at speeds identified on the detailed summary reports circulated to Councillors – see attached, which covered the periods:  
1 Jan – 31 Dec 2018 and 1 Jan – 28 Feb 2019.  
It is noted that some of the highest speeds have been recorded during school opening and closing times. It is considered that these results justify police involvement.
- The suggestion of 30mph roundels in the road was raised again.  
[Action Clerk to ask Cllr Spicer re progress: Response - This will be progressed during Cllr Spicer's next visit to Bardwell with the SCC Community Engineer.](#)
- Cllr Stokes was thanked for his work in resolving the issues with the VAS to provide the data.  
It was agreed to receive data updates on a 3 monthly basis. [Action Cllr Compton](#)
12. **Community Field**
- i. A date for the Meeting to be convened to include former steering group members has been confirmed as Wednesday 3<sup>rd</sup> July, 7.30pm (venue to be confirmed). It was suggested, subject to numbers, that the Dun Cow dining Room would be appropriate.  
[Action Clerk](#)

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ii. **Water supply for allotments – update**

Cllr Smith

It as agreed that: Cllr Smith will:

Seek assistance from Anglian Water towards the additional Contractor's costs required for the water connection Speak to Matthew Lee, Suffolk County Council, for permission to bridge the ditch.

Grant funding totalling £1750 has already been received or confirmed.

It was proposed and agreed that the parish council will meet the balance of the costs for this element. *Proposed Cllr Sanderson Seconded Cllr Babraff All agreed*

The work will require the assistance of Graham Hunt.

Timescale: It is hope to complete before the end of the summer.

iii. **To note that grant application is in progress**

Cllr Sanderson

iv. **To consider signage with contact details as an urgent requirement** Chairman

it was agreed that temporary signage should be installed. The Chairman will obtain costs for necessary materials. Cllr Sanderson is content for the BPFA mobile number to be included. It was suggested that the Parish Council should also purchase its own pay as you go mobile phone for the same purposes, however Cllr Ruffles suggested that his own mobile number is utilized. Cllr Ruffles has agreed with Nikki Bareham that she is willing to provide sign writing. Wording to be circulated for agreement. [Action Chairman/Clerk Since the meeting materials have been purchased and proposed wording circulated/agreed.](#)

v. **To advise Councillors re Skinners Lane access issues.**

A temporary sign advising no unauthorised vehicular access has been installed at the end of Skinners Lane. [\(Since the meeting a permanent sign has been installed.\)](#)

There have been discussions with Bardwell Primary School regarding concerns about their contractor using the community field access onto Skinners Lane to then access the rear entrance at the school. This access is for pedestrians only.

**Reports**

13. **Bardwell Playing Field Association**

Cllr Sanderson

The new pavilion is progressing well.

Plans for the Fete are well in hand.

Tennis coaching will take place again in August.

Unfortunately, there is an ongoing issue with a person who is ignoring the signs advising that dogs are not permitted on the playing field.

14. **Tithe Barn**

Cllr Smith

Unfortunately, the play scheduled for 1<sup>st</sup> June was cancelled due to illness.

15. **Clerk's report** - See attached

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16. **Annual Village Meeting held 14<sup>th</sup> May in The Tithe Barn** Chairman

i. **Report**

The meeting was attended by 23 residents and those present heard interesting reports from the Parish Council Chairman, Suffolk County Councillor and Ward Councillor, and 15 village organisations.

An excellent presentation was received from the guest speaker, Pam Chrispin from SARS (Suffolk Accident Rescue Service)

ii. **To confirm date of Annual Village Meeting 2020:**

The date of next year's meeting was confirmed as 28 April 2020.

[Since the meeting the Tithe Barn has been booked as the venue.](#)

iii. **To consider a proposal to hold the 2020 Village Meeting in the New Pavilion. (Chairman)**

*The proposal was withdrawn.* The Chairman advised that he had not intended this to be a permanent change of venue, but a suggestion as a 'one-off' to try to encourage more people to attend.

It was agreed that the Tithe Barn, as Bardwell's Village Hall, is the most appropriate venue for the meeting.

There may be occasions when the Parish Council may need to request the use of the Pavilion for meetings, as it has done in the past for example if/when the Tithe Barn is unavailable during its own refurbishment project.

The Pavilion will be holding a major event during early spring when it is completed to thank its many supporters, sponsors etc.

Cllr Smith described the content of Coney Weston's meeting, which is attended by 50-70 residents. It was agreed to review the format for 2020.

17. **Cars on the Green - Report**

Cllr Ruffles

This had been another successful event.

18. **Correspondence** of note not previously circulated or dealt with elsewhere on this agenda

None

19. **Questions to the Chair:** None

20. **The Next Meeting** will be on Tuesday, 2<sup>nd</sup> July 2019 commencing at 7.30pm