

Bardwell Parish Council

Chairman: David Ruffles Vice Chairman: Andrew Smith

Minutes

of the meeting of Bardwell Parish Council held on Tuesday 5th February 2019 - 7.30pm

Venue: The Tithe Barn, Up Street, Bardwell IP31 1AA

Present:

Cllr David Ruffles (Chairman), Cllr Andrew Smith (Vice Chairman and Ward Cllr), Cllr Ali Compton, Cllr Peter Sanderson, Cllr Tony Stokes, Cllr Jan Tomlinson, County Cllr Joanna Spicer MBE (left meeting after item 8), 7 members of the public, Clerk/RFO: Pauline Smith

1. Apologies and Approval of Absences

Cllr Babraff (holiday)

Apologies for absence were approved and accepted

2. Declarations of Interests

i. To receive declarations of interest relating to items on this agenda not previously declared: None received.

(Cllr Smith – ongoing pecuniary interest re Clerk/RFO salary)

ii. To consider requests for dispensations
None received

3. To confirm the Minutes of the meeting held on 4th December 2018

The minutes of the meeting were approved and duly signed by the Chairman.

4. Public Participation:

Questions relating to the 1. Redressing of the highway in Low Street following work carried out here some while ago and 2. Blocked gullies in the vicinity of Blackwater Farm, Spring Road, have been referred to Suffolk County Council Highways.

5. Police Matters: PC Fox, Community Engagement Officer

PC Fox described changes that have taken place within the safer Neighbourhood Teams: Although there are now less PCSO's, there has been an increase in the number of PC's (therefore increased availability during evenings).

PC Fox will attend at least one parish council meeting during the year. He will also be pleased to receive invitations to attend community events, where he can engage with residents. (e.g. he attended the 2018 Village Fete.)

There have been 12 reported Incidents or Crimes in Bardwell since August 2018. These have included 3 burglaries of insecure buildings, 2 abusive phone calls and domestic incidents.

Where residents are experiencing antisocial behaviour, it is essential that these matters are reported to the police at the time. Providing it is not an emergency situation (in which case dial 999) residents are encouraged to make contact via the Suffolk Police website or by phoning 101. All reports are dealt with in confidence.

A Police Anti Social Behaviour Survey has recently been issued to residents in one specific area, following a number of complaints, and after being made aware of the issues by Ward Cllr Smith who was in communication with the Havebury CEO.

6. **Anti-social Behaviour**

i. **Lammas Close – Update**

Meeting with Havebury Housing Association: Cllr Ruffles (as Chairman of Bardwell PC) and Cllr Smith (as Ward Councillor) have a meeting scheduled for 2pm on 8th February 2019, with the Deputy CEO of Havebury Housing Association and PC Fox to discuss in detail the issues of concern in relation to antisocial behaviour associated with a property in this area.

Havebury Housing has previously reported that it is liaising/working with the tenant/persons concerned to find a resolution.

Full disclosure of actions being taken is not feasible for reasons of confidentiality.

More detail will be provided if/when permissible.

Councillors commented that neighbours should not be subjected to the ongoing issues that have been reported as happening over a significant number of months, including the concerns caused by bonfires late at night.

It is hoped that Havebury and the police will arrange a joint visit to the property.

ii. **Community Field/Football Pitch** – At the time of issuing the agenda no further incidents have been reported to the parish council.

7. **County Lines:** Report from Councillors having attended County Lines awareness sessions (attended by Cllrs Babraff/Compton/Smith and the Clerk)

The situation is extremely serious and far-reaching, affecting rural communities as well as towns and cities. Young children and other vulnerable people become 'trapped' and once involved it is incredibly difficult to escape – there is a climate of fear, which includes serious threats towards themselves and family members. It is essential (and is happening) that information about this issue and how it evolves is taken into schools and communities.

The Police need our help: If anybody knows or suspects a person of being involved, it is important to share this information with the police. Information will be in confidence.

Cllrs Babraff and Compton have written an item for the March issue of Bardwell Village News.

This is also an important issue for the West Suffolk Community Safety partnership, of which Cllr Spicer is Chair. They are trying to improve confidence and communication with the police and have also involved John Feaveyear from Havebury as the representative for all of the area's Housing Associations.

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

i. **Flooding issues:** A copy of an email received from SCC Highways Asset Manager detailing the work to be undertaken – with a drainage survey across the village together with a number of actions including possible root cutting outside Holly House - has previously been circulated to Councillors. Councillor Spicer also highlighted the serious flooding issues being experienced in the vicinity of the entrance to Bardwell Stud, which are now being urgently addressed.

The survey is scheduled to commence 4th March 2019: Once the results of the survey are known, Cllr Spicer will arrange a meeting to include SCC, Bardwell Parish Council and Bardwell Charity Trustees.

ii. **Skinnners Lane**

- SCC's responsibility is only to maintain Skinnners Lane as a footpath.
 - Cllr Spicer has spoken to the CEO and Chairman of the Tillian Trust who consider that they have very few vehicles accessing the school from Skinnners Lane (to Tilian House).
 - Vehicular access is required by owners/residents of The Winnatts.
 - It may be possible as a 'one off' for SCC to attend to the potholes (see email).
- The Rights of Way Officer will visit with a contractor to assess the situation.

Action: Clerk to follow up - No further information as at 4th March – to follow up again 6 March

iii. **School Parking**

Cllr Spicer has spoken to Tillian Trust (CEO and Chairman) about the parking difficulties resulting from parents dropping off/collecting children to/from School as well as the damage caused to the field verge by parked cars.

This is an ongoing issue, and whilst 80% of pupils attending the school live in Bardwell and in theory should be able to walk to/from School, it may be that, by necessity, some parents drop their children off on their way to/from work.

Cllr Spicer, whilst extremely concerned about the ongoing parking issues impacting on this area, acknowledges that there is no quick solution.

Action: Cllr Spicer will discuss the situation with the Suffolk County Council School Travel Scheme Road Safety Officer, who may be willing to talk to the school and parents.

iv. **School Transport**

Cllr Spicer explained about the provision of School Transport.

For pupils moving to secondary /upper schools from September 2019: parents will be informed of school allocations by letter on 1st March. She also explained the policy re funded school transport for eligible pupils. (Letter from SCC explaining these arrangements were previously circulated to Councillors. Details are also available on the SCC website.)

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

- Officers have visited a site at Wyken Road regarding a potential requirement for planning consent. The outcome is unknown at this time.
- Cllr Smith, together with 4 other Ward Councillors have provided £1,500 from their locality budgets towards the Ixworth Patient Association Transport Scheme.

10. **Chairman's Report to include Response from Bardwell Charity Trustees to the draft proposal re The Green.**

The Chairman read out detailed prepared individual statements, from both himself and (letter/document) from Cllr Babraff, expressing disappointment that the motion proposed by the Parish Council Chairman and approved by the Parish Council, had not been accepted.

Following the reading of these documents/correspondence and discussion it was resolved that

Whilst there is disagreement within the parish council about the approach being taken, there is agreement that all councillors wish to reach/have a good future working relationship with the Trustees, which will be for the benefit of all involved and the wider community as a whole.

It was highlighted that the Parish Council has no authority to interfere in the arrangements or management of the Bardwell Charity Trustees' business.

11. **Highways Matters**

i. **Ongoing drainage issues: Village survey due to commence in March**

Details previously circulated and now published on roadworks.org

ii. **To note: Flooding issue outside Ruffles House and blocked drain impacting on Lilac House.**

Suffolk County Council is investigating following a report from the owner of Lilac House.

In addition, the Clerk has forwarded details of a previous report relating to the drain, following an investigation by SCC Engineer in 2017.

iii. **Streetlight – No.7 opp The Causeway, Low Street (UK Power)**

Ongoing issue – Update: 21st January: Resolution estimated within 1 – 2 weeks.

This is not an isolated issue, and the matter is being taken up with UK Power by the Mary Evans, Cabinet Member for Highways, Transport and Rural Affairs

- iv. **Street lighting in School Lane: Car park light** – Ongoing request for 360 degree illumination.
Resolution: All residents must themselves reach a mutual agreement about what it is they require before the parish council can become involved.
- v. **Any other highways matters requiring consideration.**
None
- 12. **Rights of Way**
Skinners Lane: Potholes caused by vehicles – response from SCC
Dealt with at item 8.ii – Also see attached email
- 13. **Community Field**
 - i. **Field maintenance review**
Interim measures to give time to assess the ongoing maintenance requirements were agreed.
Action Existing Contractor to be advised prior to changing arrangements.
Detailed requirements/arrangements to be drawn up.
 - ii. **Allotments: Tenancy agreements and allocations**
Five out of eight plots are currently occupied.
Although the School has decided against taking on an allotment, there are 2 potential new allotment holders, who, although not resident in the village have very strong village ties. It may be appropriate to offer vacant plots in the near future to these interested parties on an annual basis.
 - iii. **Additional fruit trees: update**
Mr and Mrs Dunsdon have arranged collection of the additional fruit trees which will be planted on 9 February.
- 14. **Bardwell Playing Field Association Report** Cllr Sanderson
To include: Pavilion Project update
Good progress is being made with the new pavilion, concrete for foundations was poured today.
£100,000 from ECB has been received into the BPFA Account (*not the PC BPFA account*)
- 15. **Bardwell Community Speedwatch** Cllr Compton
VAS data review – details circulated
There are difficulties downloading the data. This may be a software update problem.
Cllr Compton will contact the supplier if necessary.
However, the data that has been downloaded shows that during the period covered, 60% of vehicles were driven above the speed limit.
Action: Enquiries will be made re Speed Cam being brought into the village. Cllr Compton
- 16. **Tithe Barn Report** Cllr Smith
26th February 2019 : AGM, 7.30pm for 8pm
17th April 2019: Spinning Wheel Theatre – The Velveteen Rabbit – A children's production.
3rd May: Musical/story telling event
- 17. **Planning Application Consultations** received from Planning Authority for consideration
 - i. DC/19/0159/TCA – Holly Lodge, The Green
Trees in a Conservation area notification – Fell 1no Ash **No objections**
 - ii. DC/19/0111/HH - Knox Cottage, Knox Lane 1no bay cart lodge **No objections**
- 18. **Bardwell Litterpick/Great British Spring Clean**
Confirmation of Date and arrangements
Saturday 6 April 2019 : Meet at the Tithe Barn at 10am
As previously: Charity Breakfast arranged by the Church will take place in the Tithe Barn on the same date commencing at 9.30am.

19. **May Meetings** affected by Parish Council elections 2nd May
- i. Annual Meeting of the Parish Council Wednesday 8th May
 - ii. Annual Parish Meeting Tuesday 14th May
20. **To Consider Charitable Donations: S137 of the Local Government Act 1972**
Charity details had previously been circulated.
Resolved/Action Councillors will select 7 charities from the list. Each Charity will receive a donation of £50.00 **Actioned Cllrs/Clerk**
21. **Financial Report and Invoices for Payment** – See attached.
- i. Invoices for approval: Invoice totaling £707.05 were approved
 - ii. Invoices paid since last meeting were noted
 - iii. Information providing details of balances today were circulated.
22. **Village Sign:** Repair/Refurbishment
Following discussion and viewing of the water damage to the existing sign:
A quote has been received from Coastline Graphics for a new sign: £303.60 (inc £50.60 vat)
Resolution: It was agreed that an order should be given to Coastline Graphics to provide a new sign.
Since the meeting: the new sign has been received and is now in situ.
23. **Clerk's Report:** All matters raised elsewhere
24. **Correspondence of note not discussed elsewhere**
School Travel Policy Changes – Circulated
25. **SALC Clerk's Election Briefing: Monday 11th February £25.00 + vat**
The Clerk requested permission to attend this briefing at the Parish Council's expense
Resolved: Councillors approved this request.
26. **Questions to the Chair**
Councillor Sanderson highlighted the Neighbourhood Planning questionnaire circulated to residents in Ixworth.
27. **Next Meeting** Tuesday 5th March 2019, 7.30pm Venue: Tithe Barn

The meeting closed at 9.45pm

