

Bardwell Parish Council

Chairman: David Ruffles Vice Chairman: Andrew Smith

Minutes of the meeting of Bardwell Parish Council held on Tuesday 4th February 2020
commencing at 7.30pm. Venue: The Tithe Barn, Bardwell's Village Hall, Up Street, Bardwell IP31 1AA

Present: Cllr David Ruffles, Chairman; Cllr Andrew Smith Vice Chairman and District Cllr, Cllr John Babraff, Cllr Ali Compton, Cllr Peter Sanderson, Cllr Tony Stok1es, County Cllr Joanna Spicer MBE.
Clerk/RFO: Pauline Smith

5 members of the public for part of the meeting

1. **Apologies** received/accepted from: Cllr Geoff Clough (on holiday)
2. **Declarations of interest:** Cllr Smith : Finance 12.b Invoices for approval: Cllr Smith is exempt from voting on the Clerk/RFO's salary
3. **To Confirm Minutes** of the meeting held on 3rd December 2019: The Minutes were unanimously approved as an accurate record and duly signed by the Chairman.
4. **Public Participation Session.**
- 4.1 **Quaker Lane, damaged verges** A resident considers kerbing is required in the locations where verges are/are being damaged

Quaker Lane inadequate parking availability issues and damage caused by vehicles accessing their properties over the pathway/grassed area were raised. Some of the properties in this area are privately owned others are owned by Havebury Housing.
Could a similar scheme to that provided by Havebury in School Lane be carried out here?

Response: In brief: Havebury own the land and carried out the scheme at School Lane. The parking issues in the Quaker Lane area under discussion have previously been raised and discussed in detail with Havebury (approx 30 months ago). However, this location is different. One of the issues highlighted at the time - in relation to the significant cost - was that contributions would be required from the owners of the properties in private ownership. An enquiry will be made to ask whether a review is possible.

The damaged road surface in the same area of Quaker Lane was highlighted

Response: Enquiries will be made re ownership and responsibility.

The resident highlighted footpaths requiring resurfacing e.g. from The Croft to Up Street

Response: This has already been reported - tree roots are breaking through the surface.

4.2 **The Birches, Glassfield Road**

Owner [REDACTED] attended the meeting and continued to raise issues as at previous meetings (October, November, December) regarding his occupation of the land at the Birches.

As well as his dissatisfaction with the parish council and his view of the handling of the matter following the enquiry ([REDACTED] continues to consider it a complaint - it was not) previously made to the district council, he reiterated his desire to obtain change of use planning permission. He considers that the current planning permission restricts the land's saleability and value, as well as devaluing his adjacent property which is on the market.

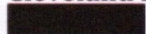
Response: The Parish Council is not the planning authority. As previously, it was explained that he would need to submit a relevant application to the planning authority.

With regards to his dissatisfaction with the parish council over the handling of the matter of the enquiry to the West Suffolk Council Planning Department, the District Councillor explained that he was willing to provide a report at the meeting. He had offered to meet with the Chairman and Cllr Sanderson prior to this evening's meeting to go through the detail, but the meeting was declined and instead the Chairman proposed an exempt item later in the meeting for councillors to discuss this in private, before providing a public statement.

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4.3 **Cleveland House/Klargester affected by Flooding issues**

 raised concerns on behalf of the current owner of Cleveland House, re the Klargester plant being adversely affected by the high-level of water in the pond. see 7.2

5. **Police Report:** None (For information view the Suffolk police website: <https://www.suffolk.police.uk/>)

6. **To receive report from Suffolk Councillor Joanna Spicer MBE** 6.1 **Boundary Review**

Cllr Spicer described the process being undertaken by the Boundary Commission re the County Council Wards. Following the first stage (now closed) the Boundary Commission is considering the submissions and then an 8 week consultation period will follow. There may be changes to the Blackbourn boundary, however Cllr Spicer does not think that Bardwell is likely to be affected.

6.2 **New Recycling Centre** at Bury St Edmunds is fully operational. Waste from black bins is transported from there to Blakenham to the Waste to Energy plant.

7. **SCC Highways Matters**

7.1 **Flooding: Littlemoor Green**

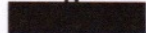
Cllr Spicer is confident that the work will be carried out. As previously explained the relevant finance is in place.

It was highlighted that there are more services running underground than previously known about: necessary investigations to establish the depth of each are required and a way through established before work to take a pipe from the small pond to the long pond can commence.

SCC is experiencing additional pressures due to serious flooding across the county, and as a result confirmation of a start date is not currently available.

Pumping water from the pond onto the highway is not permitted. However, SCC is satisfied with water running from the pond along grips and down Stanton Road.

7.2 **Klargester at Cleveland House**

, whom the pc believes is acting on behalf of the owner of Cleveland House, provided the Clerk with a copy of a letter/email on his phone from West Suffolk Council which explained the conditions that need to be fulfilled before a building certificate could be issued. The Clerk read the content to the meeting. Those conditions are for the property owner to resolve with both SCC and West Suffolk District Council.

Cllr Spicer offered to try to assist the property owner in progressing the matter with SCC: The Chairman will advise the property owner and provide Cllr Spicer's details

7.2 **Joint statement - Parish Council/Trustees :** To note that the agreed joint statement from the Bardwell Charity Trustees and the Parish Council was included within the February issue of Bardwell Parish News. (attached)

7.3 **Site meeting with SCC/Trustees:** To note contents of a report received following Bardwell Charity Trustees ' site meeting with SCC 24th January 2020 (attached)

7.4 **Highways - To consider any other matters of concern** - None - all dealt with elsewhere

8. **To receive report from West Suffolk District Councillor, Andrew Smith**

None at this point:. The Chairman proposed and it was resolved to receive the report during a private session at item 23.

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9. **West Suffolk Council: The Birches, Glassfield Road, Stanton (Parish of Bardwell)**
Correspondence has been received (previously circulated to councillors) from West Suffolk Planning Officer, to advise that the recommendation is being made that the case is to be closed and no further action taken.

10. **Chairman's report**

- 10.1 **To consider the parish council's future response to parking on/driving along footpaths.**
The Chairman advised that there had been a further incidence of two vehicles driving along/parking on the footpath to properties in The Croft. Following notes being placed on their windscreens the vehicles were removed soon afterwards.

It was resolved that If/when future incidences are reported, the parish council will adopt a friendly/personal approach by two members of the parish council to explain the situation to property vehicle/owners in preference to a formal letter.

- 10.2 **The Atrial Fibrillation** event held in December, presented by Dr Canon, Ben Lord and Martin Waterman was very well successful.

11. **Planing Applications:** At the time of the meeting, there were no new applications for consideration by councillors.
A number of applications had been approved/decided by West Suffolk Council Planning authority since the December meeting. (details attached)

12. **Finance**

- 12.1 Financial report - See Attached
12.2 invoices for approval - See Attached. All invoices were unanimously approved for payment.
12.3 Precept Application 2020/21 The precept request £15,771 as approved at the meeting on 3rd December 2019: has been submitted to West Suffolk District Council.
The Chairman signed the official form to be submitted on 5th February 2020.
Actioned -Copy of form attached.

13. **Bardwell Community Field**

- 13.1 **Water supply** has now been connected. A meter at the allotments is required. Action AJS
13.2 Sheds: During the Allotments Association AGM on 31st January, the allotment holders expressed their urgent requirement for sheds.
The Clerk has previously been informed by the planning authority that planning permission for individual sheds is required. She will recheck this information and obtain necessary permission from SCC.
Councillors accepted and approved that the sheds will be 8'x6'.
The parish council approved the request and resolved to submit the planning application.
Action Clerk

14. **Speed Watch**

The speed watch team did not carry out any sessions during January but will be doing so during February.
Cllr Compton has written to a resident in response to their assertion that the signs are not in the correct locations, as well as raising concerns about speeding in Knox Lane.
Cllr Compton has explained the criteria and reasons for the locations chosen.

15. **Bardwell Playing Fields Association**

Cllr Sanderson, Chairman of the BPFA reported that it is hoped that completion certificates for the new pavilion will be received by the end of February.
The formal opening is planned to take place during early May. Whilst specific invitations will be issued, all village residents will also be invited to attend.
It is hoped that tennis coaching will be available during the Easter Holidays.

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16. Tithe Barn/Village Hall Report

Proposal: That the forthcoming works to improve the ground surface surrounding the side/rear/under glass bins of the Village Hall Car Park should be paid from the Bardwell Parish Council Tithe Barn Account £950 +vat. LG 1972 s 133; LG (MP) 1976 s 19

Cllrs Smith and Stokes are Trustees of the Bardwell Village Hall Committee and therefore declared a non-pecuniary interest at this point: Neither participated in the vote.

Resolution: Councillors unanimously approved to accept this proposal.

17. Bardwell's Annual Village Litter-pick

21st March 2020 - 10am - noon

It was resolved that

Clerk will ask Dinkie Williamson whether the Church wishes to run a FairTrade Breakfast concurrently as previously.

Parish Council will arrange to provide tea/coffee for volunteers after they have finished their litter-pick

18. Bardwell Annual Village Meeting 28th April 2020

It was resolved that: the format of the event will be as last year.

Guest Speaker: It was resolved that the Clerk will enquire whether a speaker from the environment agency is able to attend.

19. Clerk's Report - None - all matters dealt with elsewhere.

20. Correspondence: All correspondence dealt with or circulated prior to meeting

21. Diary dates

March 10	SALC area Meeting: The Tithe Barn, Bardwell 7pm - 9pm
March 17	West Suffolk Parish and Town Forum 6pm - 8pm
March 21	Bardwell Litterpick: Tithe Barn 10am - noon
March 27	WS Civic Dinner - Apologies submitted on behalf of Chairman
April 28	Bardwell Annual Village Meeting: Tithe Barn 7pm - 9pm
Sept 8	SALC Area Meeting

22. Questions to the Chairman

Favourable comments were received in relation to the restoration of the church windows.

23. Exclusion of public and press

The Chairmans proposed and it was resolved that under the Public Bodies (admission to meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business to be transacted.

Reason: To consider matters in relation to the handling of the enquiry submitted to West Suffolk District Council in relation to the Birches, Glassfield Road, Stanton (Parish of Bardwell).

Outcome

It was resolved that:

A statement will be prepared to be read out in public during the meeting on 3rd March 2020, which should bring the matter to a close.

24. Future Parish Council Meetings:

Tuesday 3rd March 2020

Tuesday 7th April 2020

Supplier ID:
500331

**Application for Parish/Town Council
Precept 2020/21**

Please complete the following & return to the Chief Financial Officer by 24 January 2020

PARISH COUNCIL OF:

Bardwell

Please select your Parish Council from drop down list

Date of Parish/Town Council Meeting, approving the precept

03-Dec-19

Contact details of the Parish/Town Clerk

Name:

Address:

Bury St Edmunds Suffolk IP31 1BA

Tel No:

E-Mail:

bardwellpc@gmail.com

Bank Details:

Sort Code:

Account Number:

The amount requested by the above mentioned Parish/Town Council by way of precept from West Suffolk Council for the year 1 April 2020 to 31 March 2021 is as follows:

The 2019/20 figures below are those submitted by Parishes in January 2019 and are included for information purposes only.

	2019/20	2020/21
Expenditure (excluding contributions to reserves)	£ 15,074	£ 15,771
Contribution to (+ve)/from(-ve) Reserves	£ -400	£ -
Parish Precept	A £ 14,674	£ 15,771
Tax Base (see explanatory note)	B 313.86	310.84
Parish Band D Council Tax	A÷B £ 46.75	£ 50.74
Increase/-Decrease		£ 3.99
Percentage Increase/-Decrease		8.53%

Signed by:-

Chairman of Parish Council: X

Date:

4/2/2020 X

Parish Clerk:

Date:

03-Dec-19

Explanatory Notes for Completion of Precept Application

- 1 Please select your Parish/Town Council from the dropdown list. This will prepopulate the 2019/20 comparator figures and the Taxbase figures, which we have included to assist you in completing your 2020/21 application