

Under regulation 6 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020,
Councillors are hereby summoned to attend the meeting of Bardwell Parish Council to be held by video conference, on Tuesday 4th August 2020 commencing at 7.00pm
for the purpose of transacting the following business:

THIS VIDEO-CONFERENCE MEETING IS OPEN TO THE PRESS AND PUBLIC

Access details to join Zoom Meeting:
<https://us02web.zoom.us/j/82019149405?pwd=aitKblZzSHdha3k2SkY1UlhQVXJwQT09>
Meeting ID: 820 1914 9405 Passcode: 394757

AGENDA

Members of the public are welcome to join the meeting and to raise questions about items on this agenda during the public participation session, item 4.
Members of the public who wish to speak during the public session are asked to inform the clerk in advance of the meeting.
Please raise your hand and the Chair will then introduce you at the appropriate agenda item.
Please ensure that your microphone is muted whilst the meeting is in progress unless you are speaking.
The meeting will be recorded.

Councillors: Please raise your hand when you want to speak, all Councillors will be given opportunity to speak on the agenda items.

1. **Apologies and approval of absences**
2. **Declarations of interest**
3. **To confirm minutes of the meeting held on 26 May 2020**
4. **Public participation session**

In accordance with standing orders:

- ★The period of time designated for public participation shall not exceed 20 minutes unless directed by the chairman of the meeting.
- ★Members of the public are welcome to raise questions or make comments in relation to items on this agenda.
- ★Matters raised, not relating to items on this agenda, may be noted for responding to outside of the meeting or may be considered for inclusion on a future agenda for formal discussion where appropriate.

5. **To receive report from Suffolk County Councillor, Joanna Spicer MBE**
6. **To receive report from Ward Councillor Andrew Smith**
7. **Chairman's report**

- 7.1 The Croft: Complaint received re overgrown vegetation and rubbish dumped at rear of a property.

To note Both SCC and WSC have been contacted to establish who is responsible for maintaining location, which is shown as hard surface as opposed to grassed amenity area. Google image 2010 clearly shows this area was not grassed/no vegetation.
Response awaited.

To determine the parish council's action in approaching the owner to request that they dispose of their rubbish in an appropriate manner.

- . **Finance - Financial Regulations Review**
9. **Annual Accountability and Governance Return**
10. **Financial Report**

11. Police: Crime and antisocial behaviour

11.1 Dog thefts: **To note** correspondence from the police received 29 July (previously circulated). A number of residents have reported chalk marks on their property, causing concern. To date, there have been no reported dog thefts in Bardwell.

11.2 Antisocial behaviour at the Community Field: There have been a number of reports of antisocial behaviour at the community field (play area/BPFA), including the tape and pins surrounding the slide being removed and left on the ground - pins bent; damage to the surface of the picnic table.

11.3 Neighbourhood Watch

12. Planning matters

12.1 New Applications

The Old Rectory Up Street Bardwell IP31 1AA Ref. No: DC/20/1182/TPO

TPO 302 (1973) Tree Preservation Order- (i) 4no. Horse Chestnut (marked yellow on plan and within G3 on order) fell (ii) 2no. Beech (marked pink on plan and within G3 on order) crown reduction to top by up to 2 metres

12.2 2DS 20/1125/FUL Planning Application - Pinn Field Glassfield Road Stanton IP31
1no. livestock unit.
Details previously circulated (Omitted in error from original agenda)

12.3 To note responses to planning application consultations considered and responded to prior to meeting: See attached.

12.4 Decisions by planning authority since meeting held on 26th May 2020: See attached

13. Other Planning Matters

13.1 Glassfield Road

The parish council has been advised that a third static caravan is in situ on this site.
Parish Council to determine how to proceed. See additional notes

13.2 Knox Lane - Conservation Area

Concern raised by resident re swimming pool being constructed: Proximity to property boundary.

14. Covid-19

14.1 Signage at Community Field: It is essential that everybody continues to adhere to Government advice relating to social distancing and that all appropriate necessary procedures are implemented.

To consider additional clear signage at the community field together with approval for the requisite statement on the website re the risk assessment, outcome and actions taken by the parish council to meet requirements for opening the outdoor exercise equipment.

14.2 Village prescription service: *Approval is sought for the following actions*

This service has been well used throughout the lockdown period, with a noticeable reduction in recent requests. It is considered that, in view of government guidance and the lessening of restrictions on lockdown wef 1st August 2020, the service can now be withdrawn (there are several identified vulnerable people for whom prescription collections will continue on request).

Volunteer Database: Although the outcome to-date has been that very few volunteers on the database were called upon during this period of lockdown, it is proposed that all

are asked whether they are willing for Bardwell Parish Council to continue to hold their details for the purposes of resurrecting the service should circumstances change.

14.3 Social Media - Community Help Facebook Site:

To consider proposal put forward by Cllr Ruffles that the Parish Council backed Facebook site set up specifically for the purposes of communicating with residents during the pandemic, should be repurposed/renamed to become a general Bardwell community Facebook site/group.

There have been various opinions expressed by some members of the group who are keen to change the name now, whilst others have expressed caution with the preference to retain the current name which provides a focus on the current purpose until such time as the pandemic is over.

Councillors are asked to take into account that if the purpose of the site is changed to a general Facebook community site then the Parish Council must determine whether it is prepared to continue to assume overall responsibility for the content of the site, or whether to remove itself from this responsibility.

15. Community Field

When the community field committee/working party was 'stood down' the parish council assumed responsibility for implementing the approved plans - as designed - following extensive consultation and discussion with the entire community. It was promised that the members would be kept updated with progress and invited to meet and provide input and advice as required. To date only one meeting has taken place - during which the plans were reconfirmed and since when there has been limited progress.

Existing funds (comprising grant funding and other donations) are ring fenced for the purposes of ensuring the previously agreed plans and intentions can be successfully completed and achieved.

It is proposed that members of the previously community field committee be invited to reconvene in September, via Zoom, for a progress update.

16. Community Field : Seating

An offer to provide funding for two benches of the type/design detailed within the attached details has been received c.£250 each.

There is currently a sum ring fenced (donations) for seating within the community field account; another resident who has recently moved also wishes to provide a sum of money, as yet unspecified, towards the cost of seating .

17. Proposal from Cllr Ruffles: To enclose play area at Community Field

We need to move this project forward and hopefully complete the project, as so far we have made very good progress but do now need to finish matters as far as we can.

Over time I have received endless praise from parents whose children use the very popular play equipment, but one subject which keeps coming up, is the question why is the play area not fenced off, as parents feel this would give a sense of security that children were in an enclosed area and could not wander off, added into this dogs and other wild animals which at present can enter this area, and finally not forgetting stray footballs, which can come at a considerable speed when hit by an adult from the nearby football pitch. Looking at children's play areas across the country it is normal practice that these areas are fenced off.

item 17. Play area fencing proposal contd.

Proposal: That a sum of £5112.60 (ex vat) is allocated from funds in the community field account, a quotation provided by Cllr Sanderson is attached, which is for similar steel fencing already around the play area on the playing field, and that once the fencing is erected that a ban on dogs entering the play area is put in place.

Please note: See attachment page 6

1. Please refer to attached information which clearly details why the play area is not enclosed, plus additional details.
2. The play equipment is the responsibility of, maintained and insured by, the BPFA

18. Proposal submitted by Cllr Clough - Item withdrawn

~~Village Handyman: Following the Covid 19 epidemic we will find that some, if not many, villagers are left with strained finances. With this in mind I feel strongly that Councillors must, wherever possible, curtail spending and carefully review all current expenditure.~~

~~Proposal: That a village 'handyman' should be employed to clean, fix, move, cut, tidy etc. essential jobs around the village.~~

19. Proposal submitted by Cllr Ruffles

Fireworks Display October 31st 2020 With all the village events being cancelled this year due to Coronavirus, it has been suggested that some sort of event be organised to give villagers a little something to look forward to.

For this reason that is why a fireworks display is hopefully going to be possible on Halloween night Saturday October 31st at the Playing Field, the one aim of the event is that it must be free admission and non profit making, food and drink will be available from the Pavilion which will not be free. The School PTA has shown a willingness to be involved as well. Whilst very much guided by HM Government regulations on the virus at present, should this sort of event not be allowed it will not take place.

Obversely there is a cost involved in putting a display on, and for this reason there is a request to the parish council for a grant of £400.00 towards these costs.

Proposal for agreement in principle: That the parish council provide a grant of £400.00 towards the costs, but not given until it is certain the event can go ahead.

Note: Cllr Ruffles is currently exploring available finance for this event in a private capacity. If the above agreement in principle is given, a formal grant application to the PC will be required by the Lead Organiser".

20. Reports/Updates from Village organisations

20.1 Community Speed Watch

20.2 Bardwell Village Hall

20.3 BPFA

21. Clerk's Report

22. Questions to the Chair

23 Date of next meeting

Tuesday 1st September 2020, 7.00pm - via Zoom.

Attachments

Attachment Item 11. Crime and Antisocial Behaviour

From Angela Puiy - Suffolk Police Police Message and Cold Callers recent increase

I can see there have been several reports of :
chalk markings left near to people's houses with BSE SNT policing area mainly rural villages and not BSE town,
enquiries regarding dogs again mainly rural locations
and persons offering fish for sale again rural locations
(or a mixture of all three).

But timely reasons for the following advice:

Leaving chalk marks or signs at a site could be a modius operandi of a criminal but equally could be coincidence. Take a photograph and remove the chalk mark or emblem immediately. Report any suspicious persons or vehicles, take photographs if you are safe to do so.

Please find attached useful advice and support posters and useful links below as to who to report your concerns to regarding cold callers, passing sales persons.

A generic press release has gone out with particular advice in relation to reports of possible dog thefts. Luckily I don't think BSE SNT have suffered any.

Always encourage suspicious trading reports to

Suffolk Trading Standards Website suffolk.gov.uk and Citizens Advice consumer Service 08082231133

Please do not engage with any sellers. Simply say "No thank you" and close your door.

Report any sightings to us via 0808 223 1133.

Here's some top tips for dealing with doorstep callers: [https://imsva91-ctp.trendmicro.com:443/wis/clicktime/v1/query?](https://imsva91-ctp.trendmicro.com:443/wis/clicktime/v1/query?url=https%3a%2f%2fwww.suffolk.gov.uk%2fcommunity%2dand%2dsafety%2fsuffolk%2dtrading%2dstandards%2ffair%2dtrading%2frogue%2dtraders&umid=013F145E-ABAA-2D05-B2BA-E804036802CC&auth=76a36a0301cf7179612a4414203a61368905a968-28fc1f8edc4d3dfa29859f38b9ec7dca67f6dc3e)

[url=https%3a%2f%2fwww.suffolk.gov.uk%2fcommunity%2dand%2dsafety%2fsuffolk%2dtrading%2dstandards%2ffair%2dtrading%2frogue%2dtraders&umid=013F145E-ABAA-2D05-B2BA-E804036802CC&auth=76a36a0301cf7179612a4414203a61368905a968-28fc1f8edc4d3dfa29859f38b9ec7dca67f6dc3e](https://imsva91-ctp.trendmicro.com:443/wis/clicktime/v1/query?url=https%3a%2f%2fwww.suffolk.gov.uk%2fcommunity%2dand%2dsafety%2fsuffolk%2dtrading%2dstandards%2ffair%2dtrading%2frogue%2dtraders&umid=013F145E-ABAA-2D05-B2BA-E804036802CC&auth=76a36a0301cf7179612a4414203a61368905a968-28fc1f8edc4d3dfa29859f38b9ec7dca67f6dc3e)

If you would like a No Cold Callers sticker for your door, email tradingstandards@suffolk.gov.uk with your address.

Send vehicle details to Crime Stoppers 0800555111 or on line crimestoppers.org.uk

Or more suspicious persons On line reporting to Suffolk Constabulary Website www.suffolkpolice.uk

Or further support from the following

1st Principles Crime Prevention Advice on various topics

Suffolk.police.uk/firstprinciple

Safe Neighbourhood Team at Bury St Edmunds email address is

SNBburystedmunds@suffolk.pnn.police.uk

Suffolk Constabulary Web Site

www.suffolk.police.uk

Information and support in relation to any police matters

www.askthe.police.uk

Attachment: RE item 17: Proposal to fence play area at Community Field

Please see detailed information below - provided by [REDACTED] who was very actively involved in the community field steering group/committee

From my and John Babraff's meeting of 18 Sept 2015 with St Edmundsbury Council's Parks Infrastructure Officer and the Operations Manager for leisure, parks and communities (Simon Collin and Damien Parker): ***Fenced play areas encourage parents to leave children unsupervised and also make children feel that they are only 'allowed' to use part of their playing field. They are a relatively recent phenomenon (brought in when all public areas were open to dogs, to keep dog mess off play areas) and now parents have got used to them.***

They also told us that in all their recent developments of public leisure spaces in the more urban areas of BSE (and they gave us other examples in, I think, Haverhill or Sudbury), they had not fenced in any of the children's areas. Instead they used natural boundaries such as small inclines, willow structures, etc. to give a sense of enclosure but without forming an actual boundary.

Within that meeting they also gave advice on the existing (i.e. older) play area relating to reducing the risk of antisocial behaviour:

We discussed the potential locations for the play area and he suggested that an area shifted along from our favoured location (i.e. towards the existing pavilion) might be worth considering as it would give greater visibility from the road - this helps allay residents' concerns about anti-social behaviour. All noted that this had not been an issue in Bardwell in the past but that with the increases in population it ought to be a consideration for the future.

So, given that we've actually experienced antisocial behaviour on the Community Field, I'd suggest that anything that reduces visibility is not to be encouraged.

The main reason that the older play area **was** fenced in was because - contrary to the community's wishes - it was moved to an area directly adjacent to the car park and the road. Parents that John and I spoke to within our advisory panel had expressed their desire for the play area to be located away from both these areas **and** to be visible from the new pavilion but, unfortunately, the then BPFA committee decided to ignore them.

Coincidentally, I've just walked into the village with a friend who has a 5 yr old and I raised it with her without telling her why. Her response: "I don't really see why it needs to be, it is nice that you can have one on the play equipment and an older one playing football or whatever. It's not like it's near a road or anything, you can see for miles."

When I explained why I was asking her, she said that she felt it was unnecessary.

http://www.childrensplayadvisoryservice.org.uk/pdf_files/Publications/Gates%20and%20Fences%20in%20Playgrounds.pdf?document_id=1469 also gives some interesting reasons for why/why not to use fences.

This quote is also pertinent, "Young children like to play where they can see and be seen. In trying to tackle childhood obesity, our society is concentrating too much on health matters, such as diet and sessions in the gym, rather than the increasingly restricted environment." <https://www.theguardian.com/society/2006/dec/06/childrensservices.guardiansocietysupplement>

With the current focus on obesity, every effort should be made by the Parish Council to encourage children and families to use *the whole field*. Limiting the 'children's area' to one section is likely to lead to less use of other areas of the CF. I know that when I last took [REDACTED] to meet friends there, they spent as long playing a role play complicated game on and around the earth mound as they did on the play equipment.

In summary, my thoughts are that fencing in the play area on the Community Field is not necessary or desirable for the following reasons:

- It is a rural location far away from car parks and busy roads. If children run off, their carers have plenty of time/space to get to them before they can get to any danger.
- Fencing will be expensive and will need maintenance.
- Metal fencing will look dated, very municipal and out of keeping with the rural environment.
- It will potentially encourage parents to sit away from their children and therefore supervise less closely - therefore increased risk of accident/injury on the play equipment.
- If used with hedging, it will restrict visibility and thus encourage anti social behaviour.
- Dogs are not an issue in that area specifically, as they are allowed across the whole Community Field area.
- Children should be encouraged to see the whole of the CF as their space and to be able to move freely from one area to another.
- The general trend in leisure space design, even in urban environments, is to use natural features to delineate spaces and create porous boundaries.

In short, I think it will cause more problems than it solves and that the money (whether public or donated) allocated to it could be better spent.

[REDACTED]

[REDACTED] I appreciate that you have taken the time to ask me for my opinion on this occasion, I will find it frustrating and disappointing if the PC decides to go ahead with fencing regardless of me making a very compelling case not to.

Information provided by [REDACTED] 28 July 2020

Clerk's Note: More information to follow

Attachment Item 17 – Costings for fencing

Community Field Bardwell

Cost estimates for Fencing around the Play Equipment

		£
FH Brundle	Fencing 89.6 metres	3,225.60
RW Engineering	Automatic gate	987.00
<u>Ivan Bailey</u>	<u>Installation</u>	<u>900.00</u>
Total		£5,112.60 ex Vat

The fencing and gate incur Vat but not installation.

The fencing cost is taken from the FH Brundle website. This company supplied the fencing for the old Play Area at the Playing Field and now surrounds the existing facility.

Ivan Bailey installed the 60 metres required for £600. This is a verbal quotation from him for the 90 metres including the gate.

**Please see agenda item 16.
Community Field Seating**



John Ruffles has kindly offered to purchase 2 benches of the type in the attached photograph.

Community Field - Offer of donation to purchase benches of the type style below: David has suggested that his father would provide the funds ex vat and the pc would then purchase.

If the pc did not consider that this style to be appropriate he may withdraw the offer: this comment is likely due to me highlighting the need for seating to be appropriate to the surrounds (I had not seen the photo at the time I made my comments) - and also thinking about longevity and vulnerability in an open space which may lead the pc to choose an alternative recycled construction - albeit these tend to be at a higher cost.

"From David: Benches: Please see photo of proposed bench attached, which is made of Oak. My Father has offered to buy a couple of these, whilst not sticking up for him, this is a kind offer and should I go back to him with reply that his preferred benches is not acceptable, don't be surprised if the offer is withdrawn."

Additional attachments to follow

Items: Finance 8, 9, 10

items: 12.1, 12.2, 12.3: Planning (included on email as separate item)

Item 17 - Proposal to fence play area: additional information