Bredfield Parish Council

Minutes of the Bredfield Parish Council Meeting held on 28th November 2011 at St. Andrews Church Room, Bredfield at 7pm.

Meeting started at 7.03pm.

Present
Councillors: Mr. A. Miller (chair), Mr. D Hepper, Mr D. Leyland, Mr. G. Taylor, Ms. A. Henderson, Ms. D. Causier, Mr. A. Richardson.
Cllr. Peter Bellfield, PC Victoria Gilmore.
Three members of the public were in attendance.

1.0 **Apologies received and accepted by the Parish Council**
None

N.B. Agenda items 5.0 and 6.0 were moved, in order that PC Gilmore and Cllr Bellfield could leave early.

5.0 **Report from Community Police Team**
PC Gilmore reported that there had been a burglary in Bredfield parish. This took place during the day, and several items had been stolen. The investigation into this is ongoing.
This was the only local crime since the last meeting.
There had however, been recent purse thefts in Woodbridge and a crime awareness day was being held in the town centre to alert the public.
PC Gilmore reminded councillors that it was important to keep properties secure in the weeks before Christmas.
There was a speed check in Bredfield during November, and two people were given fixed penalty tickets.

The Council thanked PC Gilmore for attending the meeting.

6.0 **Report from County/District Councillor**
Cllr Bellfield provided the Council with a detailed report.

- Suffolk County council was on track to make savings this year. A new CEO had been appointed, and would be one of the lowest paid CEOs in the country, with no bonuses.
- There had been a mobile library consultation, and decisions were still being made on this service, which is costly to operate.
- It is now hoped that by March 2015 80% of Suffolk will have access to fast broadband.
- The budget consultation is in its second phase, and SCC hopes to save £50 million over the next two years. This can hopefully be achieved without too much detrimental effect.
- SCC is running efficiently, and its Highways department is considered the second best in the country and is well regarded.
- On a district level, SCDC has been holding planning consultations. Cllr Bellfield highlighted the significance of these, in the light of governmental change. The Parish Council will remain in an advisory role, but it will be necessary to have a plan covering desirable development in the village. As the Parish Council has received no feedback regarding their responses to consultations, it was suggested that an enquiry might be made, to check what SCDC has on record from Bredfield. The clerk will pursue this **AP11/41**
- Car parking charges are to be raised in Woodbridge town centre. Free parking for blue badge holders will be removed. However, they will be able to stay in the car parks for double the length of time on their tickets. The ticket machines will need to be altered in

order to accommodate this change. The coach and lorry park near the station is used very little, and is therefore going to be removed, with the space made accessible to cars.

- At district council level, savings of £2 million need to be made in the budget. The planning department will work in partnership with Waveney, adopting the Waveney IT system. This will make substantial savings, although there will be a shortfall of approximately £½ million.
- The outsourcing of services was already happening, especially in the Highways department. SCC will monitor standards rigorously and apply appropriate constraints. The cost savings will be factored into the SCC budget.
- None of the 44 libraries are planned to close. A Provident Society will run the libraries as a charity. The slimmed down management of this service will make savings, and there will be scope for community groups to run their own library within the scheme.
- The existing cleaning and catering team are setting up a commercial company, which will give them freedom to pursue other contracts in addition to their work for SCC.
- There are currently 16 old people's homes in the ownership of SCC. A company has shown interest in taking these over.
- A question was raised about digital television, which was causing problems for some Bredfield residents. Cllr Bellfield had not heard about this, and was unable to offer clarification.

The Council thanked Cllr. Bellfield for attending the meeting.

The Parish council returned to the agenda order at this point.

2.0 **Confirm minutes of previous meetings**
The council agreed that the draft minutes of meetings on 26th September 2011 and 10th October 2011 were a true record and the Chair signed them accordingly.

3.0 **Matters arising from action points of previous meetings**
AP10/17 The village notice board
Cllr Miller offered to make the notice board himself, and estimated £100-£120 as the cost. The council unanimously agreed to this, and suggested earmarking £150 in the budget. **AP10/17**
AP10/28 Village organisations
Cllr Miller reported on the small list of village organisations, which doesn't change significantly. It was suggested having this list, with key contact details, laminated and placed on a Parish Council section of the village notice board. The list could also be put on the village website. Cllr Hepper will laminate the list and put it on the notice board. **AP10/28**
~~AP11/17~~ Meet your MP evening
It was agreed that this had been a successful and worthwhile exercise, and that Dr. Poulter had been informed, concerned and approachable. The clerk had sent thanks on behalf of the Parish council. **Resolved**
AP11/19 and AP11/28 Local highways issues. See agenda item 10.3
~~AP11/29~~ LDF consultation
The clerk had sent a response to the consultation. **Resolved**
~~AP11/30~~ NPPF meeting 28.9.11
The clerk had made notes on this meeting and circulated them to the Parish Council. **Resolved**
AP11/31 Poplar tree felling proposal
See agenda item 13.0
AP11/32 Bank mandate change
See agenda item 8.4
~~AP11/33~~ Payment to clerk
Resolved Monthly payment ongoing (see 8.3 below).
AP11/22 and ~~AP11/23~~ C309 update

See agenda item 10.1
The clerk had sent notes from the informal meeting with PC Gilmore and Tony Buckingham to all council members. AP11/23 **resolved**
~~AP11/24~~ and ~~AP11/25~~ Planning applications: C/11/1962 and C/11/2028.
See agenda item 7.5.
~~AP11/34~~ September road closure
The clerk had sent a letter of complaint about the organisation of this and a reply had been received. The Chair read out the letter, and the response from the Highways department was noted. **Resolved**
AP11/20 and AP11/26 Glebe land
See agenda item 11.3
The clerk had sent a draft of the initial proposal to Nicholas Edgell (Diocesan Secretary) and St Johns Church.
AP11/16 War memorial
See agenda item 12.0
AP11/35 A village map
Cllr Hepper reported that there was a problem getting a map of appropriate size that contained enough useful detail. He will continue working on this. **AP11/35**
AP11/36 Street names (relating to previous action point AP11/14)
The clerk had contacted SCDC and they will send their updated record of street names to her, which she will forward to Council members. **AP11/36**
~~AP11/37~~ Polling station change of use
The clerk had communicated with Ingrid Askew (SCDC, elections) to inform her of the Parish Council's approval of the change of use proposal. **Resolved**

4.0 **Declarations of interest**
None

7.0 **Correspondence**

7.1 A letter was received from Anna Elmon, the Communications Manager at Gressingham Foods, proposing that she attend the next BPC meeting in order to discuss the issue of drivers in the Bredfield area. It was agreed to invite Ms Elmon, and the clerk will get in touch with her to arrange this. **AP11/42**

7.2 The clerk informed the Council of SCC's public consultation on the new heritage organisation for Suffolk. This consultation runs until 31st January and can be accessed at www.suffolk.gov.uk

7.3 A survey into possible changes to public transport had been received from SALC. The clerk agreed to approach Ann Stammers (who uses public transport to and from the village), and who might be willing to complete the survey. **AP11/43**

7.4 A response to Suffolk county Council's Budget consultation had been sent to the clerk. She agreed to précis this and circulate the main points to the council. **AP11/44**

7.5 Three planning permissions had been granted (C11/1962/, C11/2028/ and C11/2183/). The Chair read the details of these to the Council. ~~AP11/24~~, ~~AP11/25~~ and ~~AP11/38~~ **resolved.**

7.6 The clerk had received magazines for councillors, and these were circulated.

8.0 **Finance**

8.1 The second instalment of the precept had been received. There had also been a small amount of waste credit. The clerk has made a VAT claim for 2010-2011.

8.2 The current financial statement to 31st October was agreed and signed by the Chair.

8.3 There were five outstanding payments, and cheques were issued accordingly. These included payment to the clerk, PAYE and two payments to SALC for training courses.

8.4 Cllr Taylor has completed the necessary paperwork to become a cheque signatory, and will deliver this to the clerk once it has been approved by the bank. The clerk will then finalise the mandate change arrangements. **AP11/32**

8.5 The budget plan was considered and discussed in detail. The pump was now completed, apart from the crown. The Council agreed that the village sign would be acceptable for another five years. Cllr Taylor had received an estimate for the repairs to the war memorial, although this was not sufficiently detailed. It was agreed that a more specific list of the work needed was desirable, and it was unanimously agreed to earmark £2500 in the budget for this. Cllr Taylor will ask for a more detailed estimate. **AP11/16**

The glebe land was considered at this point, with reference to the budget, as this might involve costs. There might therefore be future changes to the budget plan in the light of new information on this. The movement of the notice board from the forge might similarly need financing. There were no other budgetary considerations, and there was a unanimous reluctance to increase the precept in the next financial year.

The clerk will amend the budget plan and circulate a new version to the Council in readiness for agreement at the January Parish Council meeting. **AP11/45**

9.0 **Matters from the public**

9.1 A member of the public reported that there is a long pothole near her home, which she has fallen into and is an ongoing hazard. Although this is near the verge, it has broken through the road surface and is approximately 5cm deep and 40-70cm wide. The clerk will contact the highways department to alert them to this. **AP11/46**

10.0 **Highways**

10.1 C309 Cllrs. Leyland and Richardson updated the Council, following the informal meeting with PC Gilmore and Mr. Buckingham on 26th October. The Council discussed the issue in detail. It was unanimously agreed that applying for double yellow lines would be inappropriate in a small village. The Chair agreed to talk to the owner of one vehicle, in order to raise awareness of the potential dangers of the current parking situation. **AP11/22**

10.2 The Council discussed the possible relocation of the post-box and village notice board from the forge. Council members thought that the post-box was in fact well used by the community, but agreed that the notice board was little used, and parking in order to post notices can be unsafe on this stretch of road. The Chair will canvas local opinion on this. **AP11/47**

The clerk will contact SCDC to enquire about the relocation of the noticeboard. The verge on Glebe Road was proposed as an alternative site, but the Council needs to confirm ownership of the grass and whether permissions are needed. **AP11/48**

10.3 Cllr Leyland reported on highways developments. He had communicated with David Chenery and Tony Buckingham at SCC but had to date received little response to his queries. Three issues he raised were the damaged valve cover near the telephone box on Woodbridge Road, the patching at the junction of Robletts and Ufford Road and deep potholes in a passing place on Ufford Road. Cllr Leyland understands that Ufford Road will be resurfaced in 2012, which will deal with the patching. He will continue his communications with the Highways Department**.** **AP11/19** and **AP11/28**

11.0 **Planning**

11.1 The clerk had received planning application C/11/2308, for new dormer windows a staircase, and new partition walls at Fitzgerald House, Woodbridge Road, which is a grade 2 listed building. The Council unanimously agreed to the proposal. The clerk will respond to the planning authority. **AP11/49**

11.2 The clerk reported on her communications with SCDC with regard to site

specific allocations in Bredfield. The planning authority does not intend to review this matter until the end of 2012. They confirmed that there is currently only one allocation identified in Bredfield. The Council agreed to return to this topic at a later date. **AP11/40**

11.3 Cllr Hepper reported on the glebe land proposal. A small committee has held meetings and has written a detailed proposal for the use of a piece of glebe land as a community orchard, a complementary wildflower area and a quiet space with seating. Both the PCC and environmental officers from SCC and SCDC have responded positively to this. The proposal has been sent to Nicholas Edgell (Diocesan Secretary), but Cllr Hepper has as yet received no response from him. Finance for this development would be an issue, as raising money to buy a piece of glebe land would be difficult. Renting the land would be a more practical possibility. Cllr Hepper will await a response from Mr Edgell. The Council thanked him and his team for their work on this project. **AP11/20 and AP11/26**

11.4 After discussing the Neighbourhood Planning consultation, Cllrs Miller, Leyland and Richardson agreed to consider the document and draft a response within two weeks. **AP11/50**

12.0 **War memorial update**

Cllr Taylor has received a written estimate for the repair work to the war memorial, but the detail in the estimate was not explicit. He agreed to go back to the contractor in order to remedy this. **AP11/16**

The cost of the repairs will be factored into the budget, and Bredfield Townlands Charities could also be approached for financial support. It was proposed to have this completed during 2012. The engraving changes would be completed at a later date, possibly after a grant application to the War Memorials Trust.

13.0 **Poplar tree felling proposal**

The Chair read out a detailed plan for this development, from the land agent, Mr. Peter Walker. Councillors discussed the plan and unanimously agreed to support it. A member of the public commented on drainage issues, but it was thought that the removal of tree roots would resolve this problem. The clerk will contact Peter Walker to inform him of the Council's agreement to the proposals. **AP11/31**

14.0 **Other matters arising**

The Diamond Jubilee weekend was discussed. It was thought that this would coincide with the date for the Church fete. The clerk had information about inscribed mugs, and enquired whether these might be appropriate gifts for children in the village. The idea was approved in principle, although there would be a cost implication. The clerk will investigate suppliers and will make a list of children in the Bredfield community to gain an idea of numbers. **AP11/51**

15.0 Date of next full Council meeting: January 30th, 2012

Meeting ended 9.35pm

KB 5/12/11