

Bardwell Parish Council

Chairman: Peter Sanderson Vice Chairman: Andrew Smith

**All Councillors are summoned to a meeting of Bardwell Parish Council to be held on
Tuesday 3rd April 2018, commencing at 7.30pm
Venue: The Tithe Barn, Up Street, Bardwell IP31 1AA**

Members of the Public and Press are welcome to attend.

Filming and/or Recording of Parish Council Meetings

In the interests of openness and transparency, Councillors and Members of the Public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council or its committees when they are open to the public. This does not extend to live verbal commentary. Please see full details of this policy, including [requirements](#) and [exclusions](#) on [page 3](#).

Agenda

- 1. Apologies for absence**
- 2. To confirm the minutes** of the meeting held on Tuesday 6 March 2018
- 3. Declarations of interest**
- 4. Public participation session – 20 minutes**
Members of the public are invited to make comments or ask questions about any items on this agenda. Questions raised regarding other issues will be considered at the discretion of the Chairman.
- 5. County Councillor Joanna Spicer MBE** (Please also see item 9)
- 6. Ward Councillor Andrew Smith**
Review of Electoral Wards: update
- 7. To consider the request from PCC for Parish Council Support for RIGS grant.**
- 8. Chairman's Report**
- 9. Highways**
 - i. Flooding affecting: The Green: Beech Farm, Holly House; Littlemore Bungalow; Littlemore Farm
(Note: No further progress at the time of issuing the agenda: Awaiting update from SCC)
 - ii. Potholes: To note copy of correspondence from resident regarding damaged wheel resulting in a claim to SCC, subsequently refused. The resident has also written to Cllr Spicer and Matt Hancock MP
- 10. Planning Applications: New – None at the time of issuing the agenda**
- 11. Planning Applications Awaiting Decision**
DC/18/0377/TPO | TPO 302 (1973) Tree Preservation Order - 2no. Horse Chestnuts (E and F on plan within G3 on order) Fell | The Old Rectory Up Street Bardwell IP31 1AA
- 12. To note Planning Decisions since previous meeting**
 - i. NMA(A)/17/2053 | Non Material Amendment to DC/17/2053/VAR
Bardwell Community Field Spring Road Bardwell Suffolk IP31 1AB
correction of drafting error of condition 6 of permission DC/17/2053/VAR. Condition 6 to refer to '10:00 and 17:00 Saturdays' only
 - ii. [DC/17/2569/LB](#) The Forge and Forge Cottage, Bowbeck, Bardwell retrospective
Decision: Refused by delegation panel 7 March 2018

- iii. For information only – The parish council was not consulted on this application:
 DC/17/0724/PMBPA | The Barn (The Croft) Bowbeck, Bardwell Suffolk
 Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2015
 (i) Change of use of agricultural building to dwellinghouse (Class C3) to create 1no. dwelling (ii) associated operational development

Reports

- 13. Bardwell Charity Trustees** Cllr Babraff
- 14. Bardwell Playing Field Association** Chairman
to include Pavilion Progress
- 15. Bardwell Community Field** Cllr Smith
- i. Review of existing tri-partite agreement *See attached*
- 16. Speedwatch/VAS** Cllr Compton
- 17. Tithe Barn** Cllr Smith
- 18. Police Report – From website** Clerk
- 20. Financial Report** Clerk
- 21. Audit** Clerk
- i. Progress
- ii. Insurance: Assets review
- 21. GDPR** Clerk
 Progress and update
- 22. Annual Parish Meeting (Village Meeting) 1st May 2018**
 To confirm arrangements
- 23. Clerk’s report to include**
 Spring Litter pick – Saturday 24th March 2018
- 24. Courses/meetings**
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| 13 March | SALC Area meeting to be held in Tithe Barn
Attended by: Cllrs Sanderson, Compton, Stokes, & Clerk |
| 20 March | Heritage Training at Haughley: Attended by Cllr Compton and Clerk |
| 22 March | SALC Training and Networking at Claydon: Attended by Clerk |
| 1 May | Annual Meeting of the Village (APM) |
| 3 May | Safeguarding: Elmswell Attendees: Cllrs Babraff, Smith, Clerk |
| 8 May | Bardwell Parish Council Annual Meeting |
- 25. Correspondence of Note**, not previously circulated
- 26. Questions to the Chairman**
- 27. Next Meeting: Annual Meeting Tuesday 8 May 2018, 7.30pm**
 The date of Bardwell Parish Council’s Annual meeting has been changed to accommodate the Annual Village Meeting, which will be held on 1st May 2018.

P Smith, Clerk/RFO
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 issued 28 March 2018

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Filming and photography will only be permitted from the area designated. No flash photography or additional lighting should be used without prior consent.

Anyone wishing to report on the meeting should notify the Clerk or Chairman so that they can be afforded reasonable facilities.

People under the age of 18 or other members of the public not wishing to be filmed or photographed should notify the Clerk or Chairman and should sit in the area designated for this purpose.

Improper conduct or any disruptive behaviour could result in expulsion from the meeting.

Filming and/or recording **is not permitted** during closed meetings following a Resolution to Exclude Public and Press by virtue of Public Bodies (Admission to Meetings) Act 1960 s1 (2) due to the confidential nature of the business to be transacted.

All members of the public and press must leave the meeting and remove any devices used for filming and recording. All Councillors shall turn off any filming or recording devices, if present.

It is recommended that the room be checked for such devices before the meeting continues.

11 November 2015
Review November 2017

Revised to include details re exclusion during closed session.
November 2017/Clerk