

Bardwell Parish Council
Chairman David Ruffles Vice Chairman Andrew Smith

Minutes of the Bardwell Parish Council held on
Tuesday 2nd February 2021, commencing at 7pm.

This meeting was held by via Zoom video conferencing:
All attendees were informed that the meeting was being recorded.

Present:

Cllr David Ruffles (Chairman); Cllr Andrew Smith (Vice Chairman and Ward Councillor); Cllr Ali Compton;
Cllr John Babraff; Cllr Peter Sanderson; Cllr Tony Stokes; Cllr Geoff Clough; County Cllr Joanna Spicer MBE
Clerk/Responsible Financial Officer: Pauline Smith

3 members of the public (1 left the meeting following completion of item 8.1)

1. **To receive and approve (if appropriate) apologies for absence:** None
2. **To receive and approve (if appropriate) declarations of pecuniary or non pecuniary interest**

Cllr Smith: finance (Clerk's Salary); No other declarations of interest were received.

3. **To confirm Minutes of the meeting held Tuesday 1st December 2020.**

The minutes were unanimously approved as a true record.

4. **Public Participation session (20 minutes)**

To receive comments and questions from members of the public relating to matters included within this agenda.

It was agreed that the resident/applicant re planning application DC/21/0004/HH would have the opportunity to speak immediately prior to Cllrs discussing the application-see 8.1

A resident expressed gratitude to Cllr Clough for his swift action in alerting residents to cases of covid-19 (during early December). *(Note: the communication referred to was provided by Cllr Clough as a private individual - not in his roll as a parish councillor.)*

A resident raised the following concerns relating to damage to the grassed triangle area at the bottom of Davey's Lane apparently as a result of lorries/vehicles carrying out construction works next-door to Cleveland House: vehicles are apparently being driven across the triangle and 'carving it up'; raising concern at the loss of a 'buffer' zone resulting in a potentially hazardous situation for people walking on the Green and near the pond from vehicles driving from Davey's Lane into the village. They suggested that there should be an arrangement to ensure that those concerned 'make good' the area once the work is completed.

The resident also highlighted that there is an overloaded untaxed vehicle in this vicinity.

5. **Correspondence:** Correspondence has been received asking the parish council to give serious consideration to the need for affordable housing in the village and also for a oneway traffic system plus cycle lanes and walking paths:

Councillors considered that there had been sufficient relevant discussion relating to affordable housing during the December meeting, whilst considering the parish council's response to the Local Plan Consultation. As was made clear during that meeting, all councillors are in favour of affordable housing, plus there are also legal requirements when developments are being considered. However,

until the outcome of the Local Plan Consultation is known and it is known what land is available, further detailed discussion at this stage is considered to be premature.

See details provided by Cllr Smith regarding affordable housing together with his Ward report which provides an overview of the National and West Suffolk Policy on affordable homes.

With regard to the suggestion for creating a one-way traffic flow system of traffic exiting Bardwell via Ixworth Road but entering the village by an alternative route: This was not considered feasible. Likewise, implementing cycle ways and footpaths to Ixworth would require a landowner prepared to provide land for this purpose, purchase of land or compulsory purchase - none of which are likely scenarios.

Detailed notes relating to this discussion can be read at appendix 1.

Cllr Compton was experiencing connection difficulties during item 5 and was unable to participate in the discussion.

6. **Report from Suffolk County Councillor, Joanna Spicer MBE**

There are currently 51 children on the school roll, of whom 18 -22 are attending school each day: approximately two thirds are the children of key workers and one-third are deemed to have special needs or are vulnerable. Cllr Spicer has provided £750.00 from her locality budget towards the purchase of Google Chromebooks, which are being provided to assist children learn at home. (Information about the school's remote learning provision is available on its website.)

Whilst Ixworth surgery had experienced some initial difficulties in obtaining supplies of the vaccine they have been praised for their organisation by patients who have now received their vaccinations. Some Bardwell residents are patients at Stanton surgery and feedback from there is good too; some have received their vaccinations at West Suffolk Hospital.

Suffolk County Farms would like to have a formal meeting to discuss thoughts about the use of the School Lane site submitted as part of the West Suffolk Strategic Housing and Economic Land Availability Assessment (SHELAA). Councillors think that a meeting at this stage is premature and wish to wait until the outcome of the West Suffolk Local Plan Review. If the site is accepted for development, Councillors will be pleased to meet with Suffolk County Farms for a meaningful discussion.

7. **Report from Ward Councillor, Andrew Smith - Report attached**

8. **Planning Applications** - Note Cllr Smith abstained from voting on all planning applications due to his position on the WS Planning Committee.

8.1 **DC/21/0004/HH - The Pines, 5 Old Mill Court, Bardwell, Suffolk IP31 1BG**

Householder planning application - a. single storey rear extension, b. repositioning of side door with canopy porch over, c. one roof light to rear elevation, d. single storey side and front extension to existing garage, e. single storey rear extension to existing garage to create habitable space, f. raising of roof pitch to existing garage, g. cladding to external elevations of existing garage

Mr Diaper, the applicant, attended the meeting. He explained that the single storey extension will provide a large living/kitchen/garden room with access to the garden; an extension to provide a three-car garage, in order to accommodate his motorbikes and canoes which are currently stored elsewhere due to currently not having sufficient space; a third aspect of the garage part of the application is an extension towards the school, listed as living accommodation: providing downstairs accommodation with a downstairs bedroom and en suite or alternatively for use as a study and guest annex.

Mr Diaper responded to questions advising that there have been no adverse comments from neighbours. The door in the apex of the garage roof is purely decorative; there is no internal floor.

Resolution: No objections.

8.2 **DC/20/1582/FUL - Bardwell Primary School: 3. no.sheds:**

Resolution: No objections

8.3 **DC/20/2162/HH - Cedarwood, Low Street, Bardwell IP31 1AS** - responded to outside of meeting
Householder Planning Application: first floor rear extension

Response submitted following consultation with councillors via email: No objections.

9. **Highways:**

Any matters to consider/note following on from heavy rain/flooding during December:
A considerable amount of sand and mud had been deposited on a section of road from beyond Black Water Farm to the Sapiston junction: a letter of thanks had been sent to Mr Allum for clearing the road following this incident.

Work to resolve flooding around The Green and Bardwell Manor Equestrian Centre continues to achieve its aims: no issues have been reported.

The Chairman raised the matter of 2 blocked drains/gullies in the vicinity of Quaker Lane/Low Street opposite Hill House. During heavy rainfall this results in water flowing down the drive towards the property due to the camber of the road. Reported by resident on SCC Highways reporting tool: 5th January 2021. The Chairman highlighted additional concern due to water accessing the resident's garage.

Gully cleaning schedule: Cllr Spicer explained that gullies are scheduled for cleaning annually but it is not feasible to provide a specific date: Work is determined and impacted by weather conditions. The Chairman complained that West Suffolk road cleansing does not happen sufficiently often either, resulting in debris being washed down the drains when it rains: He considers that it would be helpful if both authorities schedules could be more regular.

Grassed Triangle at the Green/unction Davey's Lane: Cllr Spicer will draw SCC's attention to the condition of the Triangle but does not believe this would be considered a priority at this time. She suggested that traffic cones could be placed on the area to prevent vehicles crossing/parking on it.

Ref The (small) Pond on the Green: Cllr Spicer has previously provided funding to The Trustees towards the purchase of a safety ring, lifebuoy housing, mounting post, danger deep water signs and reflector posts. All items except the reflector posts have been installed. The reflector posts will be installed along the Stanton Road edge when ground conditions permit.

Work being carried out at Cleveland House is causing significant mud deposits on the road, much of which has been now scraped off the road and dumped alongside the pond:

The Chairmans suggested that the Trustees may wish to take a look at this situation: Cllr Stokes (as a Trustee) acknowledged this suggestion.

Cllr Clough explained that the cause of the mud and lorries going back and forth is the construction site at Cleveland House, where a house is being built. (This is a significant contributor to the deterioration of the Grass Triangle referred to above)

It was highlighted that planning permission was previously granted to the owner of Cleveland House for a modification to the garage and to build a workshop: there is no planning permission for a house. (The house has recently been 'let' and separated from the garage).

10. **Quaker Lane:** Concerns raised regarding damaged caused to grassed area

Damage has been caused to the grassed amenity area as a result of a vehicle being driven along the footpath to access a property and manoeuvring on the grassed area.

Photographs of the damage were displayed.

Resolution: The concerns will be raised with Havebury Housing Association and Suffolk County Council as appropriate.

It was further noted that a vehicle is regularly parked on the footpath resulting in potential access problems for pedestrians/pushchairs etc.

Quaker Lane close to Church Road: Due to recent heavy rains a councillor raised a comment regarding an area of soil bank which has been built up: wooden supports are in place.

This is not considered to be a matter for the parish council.

11. **Chairman's report**

Complaints have been received from the land owner regarding dog fouling on land along Davey's Lane and Knox Lane. If not resolved the landowner may plough the area up thereby preventing its use by all walkers.

During lock down there has been an increase in people walking dogs; there have been occasions when bins have not been emptied at the scheduled times resulting in them overflowing. Bagged dog waste can be placed in domestic black bins - people should take the bags home if dog bins are full. Councillors do not consider that additional or larger dog bins are necessary.

Cllr Smith has written to WSC re dog bin emptying schedule.

It was highlighted that financial penalties exist for people failing to 'pick up' after their pets

Resolution: Chairman to put notice in BVN

12. **Covid.19 - Any matters of concern specifically relating to Bardwell requiring discussion**
As previously agreed a letter has been included in the February issue of Bardwell Village News with contact details.
13. **Clerk's report - None**
14. **Finance**
- 14.1 **Budget:**
The precept request has been submitted to West Suffolk Council:
The parish council will receive a one off local council tax support grant from WSC due to covid-19 of £185.00. This has been taken into account of when reviewing the budget figures.
Band D council tax for 2021/22 will be: £50.74 (no increase from 2019/20).
- 14.2 **Financial report** See attached
- 14.3 **Invoices for payment** Invoices totalling 764.09 were approved.
- 14.4 **S137 considerations**
Resolution: It was agreed to provide donations of £50.00 to the same charities as 2019/20:
Citizens Advice Suffolk West; Suffolk Accident Rescue Service; Friends of Ixworth Library; Ixworth Patient Association; East Anglian Air ambulance; Victim Support.
The Clerk explained that AGE UK Suffolk no longer operates: She will look further into this with a view to establishing who has taken over responsibility and therefore to whom a donation should be provided.
15. **Community Field**
Tom Hoblyn will plant the wild flower seed during February
Footpaths: it is anticipated that this next stage will take four days; start date is weather dependant.
it will be necessary to hire a dumper truck again, spray maker will be required to mark out the paths.
A considerable amount of soil will be extracted; this could be used to provide an additional mound at the community field.
School to be asked if they would like some of the soil to be used to fill the large hole at the school entrance
Action: Clerk
Funding for sheds: It is understood that there is sufficient funding permitted within the Havebury application for 4 sheds: The application to the West Suffolk Community Chest was unsuccessful.
The shortfall is understood to be c.£2,500
Cllr Smith may be able to provide some funding assistance and will also ask Cllr Spicer if she can also assist.
Cllr Smith will require the application to be completed by mid March and for the parish council to endorse the application.
The suggestion that allotment holders should share sheds was discussed but not considered to be a good idea.
Cllr Smith was concerned to ensure that the foundations are properly laid. An alternative solution to concrete was suggested by Cllr Clough: he will send details to Cllr Smith.
Resolution Cllr Smith and the Clerk will arrange to meet with the allotments association to discuss further.

Havebury grant: Time frame for using Havebury grant is 12 months from application ie July/August 2021

The Clerk explained that one allotment holder wishes to divide their allotment into two. There are currently two people on the waiting list, and the first person is willing to have a half size allotment: Arrangements are being considered.

Reports from organisations

16. **Community Speedwatch** Cllr Compton
There had been a few sessions in December between lockdowns.
Somebody had attempted to unscrew the battery from the VAS, whilst it was in its location close to the playing field (not for the first time) but no damage had been done. If anybody notices that the VAS is not working at any time this could be the reason.
17. **Bardwell Playing Fields Association** - No report Cllr Sanderson
18. **Tithe Barn (Bardwell Village Hall)** - No report Cllr Smith
Bottle banks are well used: Tithe Barn committee to be asked re the possibility of a 3rd bottle bank to prevent people leaving bottles on the ground when existing bins are full.
Enquiries will be made about emptying schedule. **Action: Cllr Smith**
19. **SALC** Cllr Stokes
AGM has been arranged for 29th July 2021
20. **Diary dates** None detailed
21. **Late addition**
Bardwell Records:
Cllr Sanderson has sorted through several boxes of Bardwell Parish Council records (files/documents) passed to the Chairman, which go back 30/40 years.
There are some very interesting papers: some of which must be retained and some which should be sent to the Records Office, and other for which decisions will need to be made.
There were some private papers which will be returned.
Parish Council financial records documents such as bank statements and old cheques have been shredded (Cllr Sanderson), as have some planning documents (Chairman).
A wide variety of paperwork has been sorted into date order, relating to the Tithe Barn, Bardwell Trustees, PCC, Planning, Street Lighting, Drainage, Electoral rolls, Sewerage, Highways, Transport, Windmill (prior to 1987).
Resolution: It was agreed that paperwork relating to other organisations eg Trustees, should be returned to those organisations.
22. **Questions to the Chair**
Glassfield Road: Cllr Babraff highlighted the fact that there are 2 large piles of aggregate that may need to be 'looked at' as they seem to be increasing.
23. **Next meeting: Tuesday 2nd March 2021**
approved minutes 2/02/21
P Smith Clerk/RFO bardwellpc@gmail.com