

Bardwell Parish Council

Chairman: David Ruffles

Councillors are summoned to attend the meeting of Bardwell Parish Council to be held on

Tuesday 5th October 2021, commencing at 7pm

Venue: The Tithe Barn (Bardwell Village Hall), Up Street, Bardwell IP31 1AA

Members of the public are welcome to attend

Agenda

1. **Apologies for absence**
2. **To Receive Declarations of Pecuniary, local Non-pecuniary and Personal Interests** relating to items on this agenda and to consider requests for dispensations if considered appropriate.
3. **Approval of Minutes** of the meeting held on 7th September 2021
4. **Public Participation Session.** To receive comments and questions from members of the public relating to items on the agenda.
Other matters may be raised at the discretion of the Chairman, however, responses may not necessarily be given during the meeting but may be provided at a later date either verbally or in writing/email or, if appropriate, may be considered for inclusion on a future agenda.
5. **To Consider Planning Application Consultation Documents received from West Suffolk Council, as the Planning authority.**
 - 5.1 **DC/21/1618/LB - The Cottage, Up Street, Bardwell IP31 1AA**
Application for listed building consent - demolition of existing outbuilding
 - 5.2 **DC/21/1617/FUL - The Cottage, Up Street, Bardwell IP31 1AA**
Planning Application - one dwelling
 - 5.3 **DC/21/1805/CLE - Lavender Barn, Bowbeck, Bardwell IP31 1BA**
Application for lawful development certificate for existing use or development - use of land as part of domestic garden.
 - 5.4 **DC/21/1841/TCA - Trezelles, Quaker Lane, Bardwell IP31 1AJ**
Trees in a conservation area notification - one Horse Chestnut (on plan) removal of two trunks growing from council land adjoining Quaker Lane, encroaching onto Trezelles. creating darkness and excessive foliage, require felling on Trezelles side.
 - 5.5 **To note: Applications decided since September meeting**

DC/21/1587/TCA	St Peter and St Paul's Church Bardwell	Decision/approved
DC/21/1586/EISCR	Land East of Firsfield, Bardwell	Decision: EIA required
DC/21/1522/TCA	Bardwell Primary School, School Lane, Bardwell	Decision/approved
6. **To receive reports from County and District Councillors**
 - 6.1 Report from County Councillor Joanna Spicer, MBE
 - 6.2 Report from West Suffolk District Councillor, Andrew Smith

7. Chairman's Report

7.1 Village Litterpick - 2nd October: Report

7.2 Community Field Play Area: For councillors consideration. Please note that to include this as a formal proposal financial details and other information will be required. This item is therefore included for initial discussion to assess/establish the parish council's opinion as to whether a formal proposal should be put forward to the November meeting.

Proposal for initial opinion: That this area is transferred to the Parish Council from the BPFA and that the Parish Council take responsibly for the upkeep and maintenance of this area and any future costs. A transfer would make a very small difference to the proportion the BPFA pay towards the Community Field going forward. Transferring this facility would ensure that this very well used village asset remains in good conditions in the year's to come.

The BPFA is open to this proposal and has no objections at present.

8. Highways Matters

To note that the replacement grit bin has been installed at Knox Lane

9. Finance

9.1 Financial Report including invoices for payment

9.2 Conclusion of audit To confirm receipt of the Notice of Conclusion of Audit for the year ended 2021/22 from PKF Littlejohn posted on the parish council website 22 September 2021 and also on the parish notice board: copy attached.

9.3 To note receipt of the External auditor certificate (copy attached) - No issues have been raised.

9.4 Grant request submitted by Cllr Ruffles that £400 be provided to BPFA towards a fireworks display to be organised in November. This is a rescheduled event from 2020.

Proposal: It is hoped to stage a display at the Playing Field on either November 5th or 6th, a grant of £400.00 was agreed in principle last year for a similar event, but due to the pandemic the event had to be cancelled. Hopefully now the conditions will allow such an event this year in what is hoped will bring a welcome event for the village to look forward to after all the restrictions over the last 20 months from the pandemic, for this reason a grant of £400.00 would help towards the running costs, the remaining monies required would be found through sponsorship. This will be a free entry event, food and drink will be available to purchase.

9.5 Budget 2022/23 To review requirements for 2022/23 - additional items/costs for discussion

- i. Proposal by Chairman that a village handyman/caretaker should be employed
- ii. Budget limit to be set for Jubilee celebrations
- iii. Increase to grounds maintenance budget at community field re annual requirements for maintenance of wildflower area
- iv. Re 7.2: Costs arising from potential transfer of play area from BPFA to PC

10. 2022 - The Queen's Platinum Jubilee

10.1 Festival of Suffolk 2022: Zoom meeting attended by Chairman - Report

"Earlier in the summer, the Lord Lieutenant wrote to you and other council leaders about plans for the Festival of Suffolk in 2022, and we have been delighted by the positive and enthusiastic response. 28th September at 11.30am or 30th September at 3.30pm (details attached)

10.2 Suggestions received to-date

Residents are being asked to submit suggestions together with a willingness to progress the chosen idea.

11. Bardwell Community Field

to include Vandalism of sign: To give consideration to replacement

12. Clerk's Report

13. Policy Review:

13.1 Use of Drones on Bardwell Community Field (previously circulated)

13.2 Authority delegated to Clerk to respond to certain planning applications. (Review)

14. Tree Warden vacancy: To determine how to progress to fill this voluntary roll

15. Correspondence requiring consideration not dealt with elsewhere

Village Organisations: Reports

16. Bardwell Charity Trustees

17. Bardwell Community Speed watch

18. Bardwell Playing Fields Association

19. Bardwell Village Hall

20. Meetings attended by Cllrs (Reports) and Future meetings - to note

Visit to Honington Solar Farm - attended by Cllrs Babraff, Ruffles, Sanderson, Smith, Stokes & Clerk

To note that : A Public consultation will be held on Tuesday 19 October 2021, 2pm - 7pm at

The Tithe Barn, prior to a planning application being submitted.

21. Questions to the Chair

22. Next Meeting: 2nd November 2021, 7pm

Venue: The Tithe Barn (Bardwell Village Hall)

Issued: 30th September 2021

P Smith, Clerk/RFO

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