

DRAFT v.2

Bardwell Parish Council
Chairman: David Ruffles

Minutes of the meeting held on Tuesday 6th December 2022, 7:00pm in The Tithe Barn, (Bardwell Village Hall), Up Street, Bardwell, Suffolk IP31 1AA.

Present: Cllr David Ruffles (Chairman), Cllr John Babraff, Cllr Andrew Smith (also District Cllr), Cllr Tony Stokes.

Members of the public: 7 (for part of the meeting)

1. **Apologies for absence** were received from Cllr Peter Sanderson, Cllr Ali Compton, Cllr Geoff Clough, Suffolk County Cllr Joanna Spicer.
2. **Declarations of interest:** *Ongoing declaration of pecuniary interest declared by Cllr Smith in relation to finance* (approval of Clerk's salary payment).
3. **Approval of Minutes:** The Minutes of the previous meeting held on Tuesday 1st November 2022 were approved and signed as an accurate record by the chairman.
4. **Public participation session**
Matters raised by residents present:
 - i. *Dangers caused by youngsters*, to themselves and road users, whilst playing football on the grassed area at Quaker Lane and running into the road to retrieve the ball without due consideration.
Response/Action: Chairman will request Cllr Clough to be asked to speak to youngsters' parents
 - ii. *Damage to multiple footballs on community field* caused when balls are kicked into hedge during matches.
Response: This is a matter for the football club to resolve. The Chairman will speak to Bardwell Football Club manager and suggest that they (the football club) invest in appropriate fencing and stakes that can be installed and removed quickly and easily before and after matches to prevent damage to footballs and hedging/trees.
 - iii. *Quaker Lane: Complaint raised about the road surface* at the rear of the grassed area.
Response/Action: Details have been submitted to SCC.
 - iv. *Spring Road: Blocked Gullies* causing flooding in locality of Blackwater Farm.
Response/Action: Details have been submitted to SCC.
 - v. *The Green: Deep Water signage in pond*. Resident raised a concern that the deep water sign negatively impacts upon on his view of The Green and also considers that it is not in an appropriate location to be beneficial.
Response/Action: This is not a parish council responsibility.
Cllr Stokes, in his role as a Bardwell Charity Trustee will discuss (with the Trustees) the complaint and request that the sign be repositioned.

vi. *Mallard View*: Ongoing complaints regarding the visual impact and queries about the current use in relation to the existing planning permission were raised.

Response/Action: It was noted that West Suffolk District Council is currently following up on concerns previously raised. However, the resident was advised to forward any new evidence identifying potentially unauthorised activity to West Suffolk Council. If they prefer to send to the District Councillor via the Clerk the District Cllr will forward to the relevant WSC Officer.

5.1 Report from Suffolk County Councillor: No report

5.2 Report from West Suffolk District Councillor

Glyphosate: In common with an increasing number of other authorities, West Suffolk Council will be discontinuing the use of glyphosate for environmental and health reasons.

Local Plan, School Lane site: Despite strong representation to West Suffolk Council Officers on behalf of the parish council to reduce the number of properties permitted on this site, Cllr Smith expects that the number is likely to remain at 15.

West Suffolk Hospital: Plans for a new hospital to the rear of the existing building have been approved on Hardwick Manor land (NHS purchased Hardwick Manor and associated land several years ago). Construction is expected to take 3 years with completion anticipated to be c. 2030. There are significant requirements to be met including the necessity to identify 10 hectares for every 1 hectare lost of irreplaceable habitat and the specialist translocation of waxcap grasslands. The estimated cost was £688 Million: The application for funding will have to be submitted to the Treasury. (See West Suffolk District Council website: Planning application DC/22/0593/HYB for details.)

6. Chairman's Report: All matters dealt within other items.

7. Highway's Matters for consideration

7.1 Low Street: Overhanging Trees and Vegetation.

Despite previous responses to the contrary: On this occasion SCC has acknowledged responsibility for the 'verge', but does not currently consider that work is required.

The proposal by the Chairman to engage a contractor and, together with the help of volunteers, cut back the overhanging trees and vegetation along Low Street from The Old Green Man towards Quaker Lane was unanimously **agreed**.

The quotation from the contractor: £150.00 + vat was **accepted**.

The contractor has previously provided a copy of his insurance (forwarded by the Chairman to the Clerk.)

Contractor: M&TJ's Garden and Landscaping Services.

(Subject to pc agreement): The Chairman has previously 'pencilled in' a date of 17th December with the contractor.

Action: Chairman will confirm acceptance of quote with the contractor.

Clerk will submit request to Cllr Spicer for locality grant funding.

Since the meeting: The work was carried out on the earlier date of 12th December. Request for funding has been submitted to Cllr Spicer.

7.2 Footbridge over the River Black Bourn: No update available.

7.3 School Lane - Omission of double yellow lines opposite Mill Paddock: No update

7.4 School Safety Zone Signage knocked down in School Lane

The sign has been severely damaged by a hit and run driver. Nearby residents caught the event on their CCTV. Unfortunately, the CCTV recording is not sufficiently clear to identify the vehicle make or registration, or occupant/s of the vehicle.

Councillors considered that the existing state of the signage is not in keeping with the image that the village wishes to portray and therefore it should be removed. SCC has advised that the signage is not essential in the location and therefore it will not replace it.

If councillors consider that the signage should be replaced then the parish council will be responsible for financing costs.

Decision: i. That SCC should be asked to remove the damaged sign.

ii. That costs for new signage should be explored, potentially in a more appropriate location avoiding the overhanging tree. This will provide the parish council with the opportunity to review/consider whether or not it wishes to proceed with installing replacement signage.

Action: Clerk

8. Planning Application Consultations received

8.1 DC/22/1814/LB | Application for listed building consent - a. replacement roofing to four roofs to the original school building and school house; b. repair of windows and install secondary glazing to original school building; c. and replacement windows to modern school extension | Bardwell CEVC Primary School, School Lane Bardwell Suffolk IP31 1AD
Parish Council Comments: No objections Raised

DC/22/2019/LB | Application for listed building consent - replace window with french doors on rear elevation of existing extension | The Willows Low Street Bardwell, Bury St Edmunds Suffolk IP31 1AS
Parish Council Comments: No objections raised

8.2 Planning Application Decisions since November meeting

DC/22/1840/TCA Croft House, The Green, Bardwell IP31 1AW

Trees in a conservation area notification. WSC Decision: Approved

(Decision Notice attached)

DC/22/1578/ADV: Queen Elizabeth II Playing Field, Spring Road, Bardwell IP31 1AB

Application for advertising standing signs. WSC Decision: Approved

(Decision notice and conditions attached.)

9. Other Planning Matters

9.2 Glassfield Road: At the time of the meeting the site had been vacated. Therefore nothing further to report.

9.3 Mallard View: See 4.6

10. Finance

10.1 To receive financial report and to approve payments

The financial report had been circulated to councillors. See attached.

Payments totalling £3,765.62 (including payments made between meetings) were approved.

10.2 To consider suggestion for short term deposit account with higher rate than that offered by Barclays.

Enquiries re CCLA, the Public Sector Deposit Fund, preferred by many parish councils is not available to Bardwell Parish Council as it does not have sufficient funds (minimum investment requirement is £25,000.)

The Clerk/RFO continues to review options.

10.3 To review draft budget 2023/24

Councillors reviewed the draft budget and considered the alternative proposal put forward by Cllr Sanderson to increase funding to both the Bardwell Playing Fields Association and The Tithe Barn (see proposal attached).

Councillors were concerned to ensure that the parish council's element of the council tax should remain unchanged for the financial year 2023/24, due to the significant financial burden affecting many households, such as increases in heating and food costs.

To sanction budget increases without sound justification would be unacceptable to residents and would 'send out the wrong message'.

Likewise, continuing to use reserves to offset increases in budget headings is not sustainable, as this will result in the necessity for higher increases in future years.

It was unanimously resolved that:

1. the capital grant funding provided to the Bardwell Playing Fields Association and The Tithe Barn will remain unchanged for the financial year 2023/24.
If either organisation should require additional funds in excess of the relevant 'ear marked' reserves held within the parish council's account at that time, then they may submit a grant application for consideration.
2. the precept request to West Suffolk Council for the financial year 2023/24 will be £16,005 as detailed within the draft budget option: draft 4 (see attached)
This will result in the council tax element of the council tax bill for a band D property: £50.74. (This remains unchanged from: 2020/21, 2021/22, 2022/23).

11. Finance: S137 donations for consideration and decision

Donations of £50.00 each, were agreed for the following charities: East Anglian Air Ambulance, Headway Suffolk, Friends of Ixworth Library, Ixworth Patients Association, Victim Support Suffolk & Norfolk, Suffolk West Citizens Advice Bureau, Suffolk Accident Rescue Service. **Actioned: Clerk**

12. Community Field

Play Equipment Reports: The majority of the items highlighted on the report from West Suffolk Council's inspector have been completed. Cllr Babraff considered that the comment relating the compacted ground beneath the swings does not require intervention at this time.

Tree protectors have been ordered/are awaited (x50).

Allotments: Members of the Bardwell Allotments Association are extremely grateful to Euston Estate for providing and delivering a substantial quantity of compost for their plots.

13. Clerk's Report: As circulated - see attached.

14. Emergency Plan: In progress **Clerk**

15. Correspondence: All correspondence had been circulated and dealt with as appropriate.

16. Reports from parish council representatives to village organisations

16.1 Bardwell Speedwatch

Between November and December meetings, the team had been out three times and observed no speeding but had received one rude gesture!

16.2 Bardwell Playing Fields Association: No report

16.3 **Bardwell Charity Trustees:** A report received via email from the Chairman advised that grass cutting had ceased in October as usual, but due to the warm and wet weather another cut of The Green would be beneficial and if there are a few days of dry weather, if feasible, another cut will be organised.

16.4 **Bardwell Village Hall Management Committee (Tithe Barn):** 50 residents attended the Village Hall Refurbishment Consultation Event on 19th November. Many supportive/positive responses were received.
The consultation period remains open until 12th December 2022. The responses will then be collated and considered, following which a planning application will be submitted to West Suffolk Council.

16.5 **Suffolk Association of Local Councils:** No report

17. Litterpick 2023

It was agreed that the Annual Spring Litterpick will be held on Saturday 25th March.

Action: Clerk

18. Cars on the Green: Sunday 28th May 2023: Road Closure.

The Cars on the Green Committee, of which David Ruffles is Chair, has requested confirmation from the parish council that it (the parish council) has no objection to a road closure application being submitted (by COTG) to SCC for the duration of the event. (Road closures are: Quaker Lane/The Green and part of The Green towards Davey's Lane).

Decision: The parish council unanimously confirmed its agreement to this request.

19. Questions to the Chair

1. **Activities relating to Kings Coronation:** Saturday 6th May

and Bank Holiday: Monday 8th May will be discussed at the next meeting.

Agenda item/Clerk

2. **Nowton Park Play area** is being dismantled would it be possible for the parish council to obtain the gate (which matches the existing gate on the community field play area?). **CLr Smith will make enquiries/dealt with.**

20. Next Meeting:

Tuesday 7th February 2023, 7:00pm in The Tithe Barn (Bardwell Village Hall), Up Street, Bardwell IP31 1AW

The meeting closed at 9.30pm