

## **Bardwell Parish Council**

Chairman David Ruffles

Councillors are summoned to attend the Meeting of Bardwell Parish Council to be held on  
Tuesday 6<sup>th</sup> September 2022, commencing at 7.00pm.

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

Members Of the public are welcome to attend: Please note: this meeting will be recorded.

### **Agenda**

- 1. To receive and approve (if accepted) apologies for absence.**
- 2. To receive, and approve if appropriate, declarations of interest** relating to matters included within this agenda.
- 3. To approve the minutes of the meeting held on 5<sup>th</sup> July 2022.**
- 4. Public participation session.**  
To receive questions and comments from members of the public relating to items included on this agenda. Other matters may be raised at the Chairman's discretion but may not necessarily be responded to during the meeting. Where appropriate a written response may be provided outside of the meeting, alternatively the matter may be considered for inclusion within a future agenda for discussion.
- 5. To receive reports from District and County Councillors.**
  - 5.1 West Suffolk District Councillor Andrew Smith
  - 5.2 Suffolk County Councillor Joanna Spicer, MBE. Cllr Spicer has given apologies for this meeting but will submit a written report.
- 6. Chairman's report**
- 7. Highway matters** for consideration
- 8. Planning Application Consultations from West Suffolk Council** for consideration: None received at the time of issuing this agenda.
- 9. Planning Application: BPFA**  
Request from the BPFA for the parish council to submit the planning application relating to Grumpy Goat signage and lighting at the entrance to the Bardwell Playing Field. Details attached. Proposal: Cllr Sanderson.  
Clerk's note: Bardwell PC/BPFA earmarked reserve: £2,378.39
- 10. Land and workshop next to Cleveland House, (Mallard View), The Green**  
To determine parish council's response to complaints received regarding potential planning irregularities, and visual impact on conservation area relating to use of land and workshop for vehicle breakdown business.
- 11. Community Field.**
  - 9.1 Damage to wooden rail close to entrance to car park in front of ditch resulting from anti-social behaviour: Community Speed watch have replaced the damaged sign.  
Do councillors consider that the parish council should replace this rail or should alternative action be taken?
  - 9.2 Allotments: Update/any matters for consideration
  - 9.3 Play area: Update/any matters for consideration
  - 9.4 Any other matters relevant to the community field requiring consideration.
- 12. Financial Report**
  - 11.1 To note that as agreed at the July meeting 15.4, all funds previously held in individual accounts: BPFA; Tithe Barn; Community Field are now held as earmarked reserves within the Bardwell Parish Council Community Account.

- 11.2 Financial report and invoices for payment/authorisation.
- 13. Tithe Barn, Bardwell Village Hall: Payment of invoices relating to refurbishment of Tithe Barn.** It has previously been agreed that when requested relevant invoices will be paid from the Bardwell PC Tithe Barn account, now Tithe Barn earmarked reserves. The first request has been submitted: Invoice total £1,903.20 (£1,586.00 + £317.20 vat) Details attached. Proposed: Cllr Smith.  
(31 Aug22: Tithe Barn earmarked reserves balance: £6,065.25)
- 14. PKF Littlejohn External audit report: accounts 2021/22** Report awaited.
- 15. River Black bourn**  
12.1 Closed Bridge at Church Meadow: awaiting update  
12.2 River either side of Harling Bridge, Ixworth Thorpe Road (Clerk)
- 16. Spring Road: Potential Lighting**  
Response from Suffolk County Council identifies that the potential cost of 2 street lighting columns located in the vicinity of the Hastoe properties would be circa £5,967.55 + vat. If it proceeds the parish council would be fully responsible for the street lights, including ongoing maintenance and insurance. Additional details provided.
- 17. Emergency Planning:** To consider draft revised emergency plan document (to follow) 'Is your emergency plan fit for purpose?' To consider whether the parish council would wish to take part in a tabletop exercise to test its community emergency plan to ensure that it is valid and fit for purpose. The exercise would be organised by the Joint Emergency Planning Unit.
- 18. Reviewed Standing Orders, Financial Regulations** Copies of documents as submitted for review in July to be signed.  
**BPFA/PC/School Community Field Agreement:** Confirmation of an amendment relating to fence to be agreed with school prior to this agreement being signed.
- 19. Clerk's Report,** to include Quiet Lanes update
- 20. To receive reports** from parish council representatives to other organisations and other meetings attended.  
20.1 Bardwell Playing Fields Association  
20.2 Bardwell Charity Trustees  
20.3 Bardwell Speed Watch  
20.4 Bardwell Village Hall
- 21. Correspondence requiring consideration**
- 22. Questions to the Chair**
- 23. Next meeting: Tuesday 4<sup>th</sup> October 2022,** 7pm in The Tithe Barn (Bardwell Village Hall).

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