

## **Bardwell Parish Council**

Chair: David Ruffles    Vice Chair: Margaret Berrill

Councillors are summoned to attend the Meeting of Bardwell Parish Council to be held on Tuesday 5<sup>th</sup> September 2023, commencing at 7.00pm. Venue: The Tithe Barn, Up Street, Bardwell IP31 1AA

Members of the public and press are welcome to attend.

Please note: This meeting will be recorded.

### **AGENDA**

- 1. Apologies for Absence**
  - 1.1. To receive apologies for absence
  - 1.2. To consent to accept apologies if appropriate.
- 2. Declarations of interest**
  - 2.1. To receive and approve declarations of disposable pecuniary interests, other registrable interests and non-registrable interests as detailed in Appendix B of the LGA `Model Code of Conduct.
  - 2.2. To consider requests, not already received and determined, for dispensations relating to matters on this agenda.
- 3. Approval of minutes of the meeting held on 4<sup>th</sup> July 2023**
- 4. Public Participation Session**

To receive questions and comments from the public relating to items on this agenda.
- 5. Havebury Housing Land:** Quaker Lane residents' parking. James Elms will provide details of Havebury's proposal
- 6. Suffolk Tree Warden Scheme:** Susan Grey will provide an overview of the activities of the Bardwell Tree Wardens.
- 7. West Suffolk District Councillor, Andrew Smith – Report**
- 8. Suffolk County Councillor, Joanna Spicer – Report**
- 9. Highways issues: Roadside Gullies.** (Cllr Ruffles)

To ascertain what the schedule is for cleaning of the gullies (believed to have been last cleaned May 2022). Two reports have been received providing conflicting information.
- 10. Traffic Calming:** Refer to item 9 of July Minutes  
20mph Zones through the village: To consider whether to fund the cost of 4 x traffic counters in the region of £1,200, as the initial stage to submitting an application to implement a 20mph zone through the village.
- 11. Hedges encroaching on the highway – July agenda 11.2 refers.** (Cllrs Ruffles and Berrill)

To receive report following recent visits to some home owners in the village and to consider what action to take where homeowners are not responsive.
- 12. Grass Cutting on The Croft and Quaker Lane** (Cllr Ruffles)

To review the level of service provided for grass cutting by West Suffolk District Council, which is not considered satisfactory.
- 13. Planning Matters for noting or consideration**

To determine the response of the parish council to the following planning consultation documents received from West Suffolk District Council.

  - 13.1 **DC/23/0056/FUL | Littlemoor Hall Farm The Green Bardwell Suffolk IP31 1AW**

Planning application - change of use from farm building to two dwellings to be used as holiday lets as amended by plans received 03 March 2023.

- 13.2 **DC/23/1394/TCA** | Pilgrims Way Quaker Lane Bardwell Suffolk IP31 1AJ  
Trees in a conservation area notification - a. one Conifer (5 on plan) two Cherry (1 and 3 on plan) fell b. one Holly (6 on plan) and one Cherry (4 on plan) overall crown reduction by up to four metres c. one Cherry (2 on plan) pollard to three metres above ground level
- 13.3 Planning Application Decisions since last meeting (for information): See agenda pack
- 14. Community Field**
- 14.1 To consider offer from Tom Hoblyn to hold an apple tree pruning demonstration open to all villagers.
- 14.2 To consider quotation for new stakes to support the apple trees – see agenda pack.
- 15. Fete/Picnic 2024** (Cllrs Berrill, Witton and Lelakova)  
To receive report following recent meeting with the fete committee (ref July agenda item 13)
- 16. Financial Report** – See agenda pack
- 17. Clerk’s Report** – See agenda pack
- 18. Correspondence** – See agenda pack
- 19. Review of Standing Orders** – See agenda pack
- 20. Review of Financial Regulations** – See agenda pack
- 21. CILCA Training for Clerk** (Deferred from July meeting)  
To consider whether to fund the cost of training for the Clerk/RFO – See agenda pack
- 22. Emergency Plan: New Version** – See agenda pack  
To determine who will take on responsibility as coordinator for the new emergency plan  
To specify other named individuals to take responsibility in the event the plan is enacted.
- 23. D Day 80<sup>th</sup> Anniversary, 6<sup>th</sup> June 2024** (Cllr Berrill)  
To consider Bardwell Parish Council’s involvement in this event.

**Reports from other organisations**

- |     |                                       |                      |
|-----|---------------------------------------|----------------------|
| 24. | Bardwell Charity Trustees             | via the Clerk        |
| 25. | Bardwell Playing Fields Association   | Cllrs Allum/Lelakova |
| 26. | Bardwell Community Speed Watch        | via the Clerk        |
| 27. | Bardwell Village Hall                 | Cllr Smith           |
| 28. | Suffolk Association of Local Councils | Cllr Berrill         |

**29. Chairman’s Report and items for next agenda.**

**30. Exempt item:** See agenda pack

**To resolve that under the Public Bodies (Admission to Meetings) Act 1960**, the public be excluded from the meeting due to the confidential nature of the business to be discussed.  
To consider employment matters and volunteer expenses.

**31. Next Meeting Tuesday 3<sup>rd</sup> October 2023, 7pm**

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

Issued 31<sup>st</sup> August 2023  
P Smith, Clerk/RFO  
[bardwellpc@gmail.com](mailto:bardwellpc@gmail.com)  
01359 221934  
[www.bardwell.onesuffolk.net](http://www.bardwell.onesuffolk.net)