

Bromeswell Parish Council Meeting Minutes  
Monday 25 March 2024 at 7 p.m. in the Village Hall



25.03.24.8(iii)	Devolution Public Consultation for inclusion in the May Warbler, with suggestions to help those without online access	VB/TR
25.03.24.8 (iv)	to contact One Suffolk for more information and costs for gov.uk domain	Clerk
25.03.24.8(xi)	Travel Behaviour Survey: Consultation open until 17 April 2024. Information to be distributed via Warbler and notice boards	TR/VB
25.03.24.9	bus shelter be measured up and the project costed with a view to requesting financial help from JM	VD/Clerk
25.03.24.9	to consider a note to tenant/landowner regarding the fence at Common Lane junction	VB/Clerk
25.03.24.11.b	to revise CIL report for uploading to website	Clerk
25.03.24.12	to circulate proposed timetable of meetings	Clerk

Payments received since last meeting:

	none	
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Payments made/to be authorised since previous meeting:

	SCC Highways Inv 9543116 for Sutton Road improvements	£1,800.00
25.03.24.11c	Clerks salary 4th quarter	£499.20
25.03.24.11c	HMRC contribution 4th quarter	£124.80
	Litter picks and hi vis vests (IA)	£60.97

Attendance: Chair Verity Brown (VB), Tim Johnson (TJ) Vice Chair, Ian Abbott (IA), Sue Todd (ST), Verity Danziger (VD), Jenny Lloyd (Clerk)  
SCC Cllr Andrew Reid, ES Cllr James Mallinder, 2 members of public

1.	Welcome
2.	<b>To receive apologies for absence</b> Rory Burrow - holiday
3.	<b>To receive any Declarations of Interest from Councillors on agenda items</b> VB - 7a Fern Acre

4.	<p><b>To receive Reports</b></p> <p>- SCC Report distributed to Cllrs and can be found on the <a href="#">BPC website</a> Cllr Reid highlighted the proposed devolution deal with the Government starting on 18th March until 26th May. The consultation will be in two main parts – an open survey, hosted by Suffolk County Council, that any residents can complete and a sample survey of 1000 Suffolk residents conducted independently by Ipsos Mori. The consultation can be found on <a href="http://www.suffolk.gov.uk/devolution">www.suffolk.gov.uk/devolution</a> (See Communications (iii)). All residents are encouraged to complete the survey.</p> <p>The high number of potholes situation is due to wet weather - SCC have been trying out the new 'dragon patcher' which is a much more efficient and swift repair, and is very likely to move on to a more permanent use of that kit</p> <p>The budget has been approved - tough decisions were made which has led to an increase in Council Tax of just under 5%.</p> <p>SCC Cabinet confirmed that 60 new members of staff will be recruited to drive forward important reform to the way special educational needs and disability (SEND) services are delivered in Suffolk. This is a new responsibility for Cllr Reid following changes in the cabinet.</p> <p>- ESC Report distributed to Cllrs and is available on the <a href="#">BPC website</a> Cllr Mallinder continues to support the Peninsula parishes - managing to get road signs and potholes filled in on roads owned by ES.</p> <p>- reported the rubbish on A1152 turn left towards Eyke - to Environmental Health and this has now been cleared</p> <p>- will continue to monitor any enforcement issues and keep Bromeswell updated.</p> <p>There was discussion on future plans for food waste and excessive costs for rural areas, as there are composting alternatives, and presently no option to opt out. The demand for glass collection should be the priority.</p>
5.	<p><b>Public Session</b></p> <p>- concern was raised about congestion at the Notice Board at the top of School Lane. If there are any concerns about regular parking, please let BPC know.</p> <p>- a comment was raised about trees that have been cut down - the conservation area is to The Old School House, beyond that you don't need permission.</p> <p>- the Village Litter Pick has been kindly organised by IA on Saturday 30 March at 9.45 a.m. at the Village Hall. All are welcome. ESC usually loans enough equipment, however stock is low and a request was received if BPC can buy litter pickers and hi-vis vests. This was agreed New equipment to be stored at VH (to be added to asset register?) It was mentioned that the shed at the VH is in need of replacement - for future discussion. Thanks expressed to IA for organising the litter pick.</p>
6.	<p><b>Highways Matters</b></p> <p>Scheduled road closure for resurfacing works on A1152 and Wilford Bridge will be 7pm to 5am from April 8. A full road closure is likely to be implemented - Suffolk Highways will issue advance communications to stakeholders, including local businesses, such as the Unruly Pig, who may be impacted by the closure and implement measures to help minimise any loss of trade such as providing business open as usual signs where required. TR will kindly distribute more information on The Warbler. It was noted that it is frustrating to find proper information on One Network and that communication is poor, and a suggestion if SALC could offer any help. Clerk will suggest discussion at the next Clerk networking session.</p>
7.	<p><b>Planning Matters</b></p> <p>a) To note Applications received</p> <p>- DC/24/0674/FUL Fern Acre Sandy Lane - proposed single storey side extension - BPC agreed no objections were submitted.</p> <p>b) Update on current planning applications</p>

	<ul style="list-style-type: none"> <li>- Land South Of Primary School and east of The Street Eyke 65 dwellings DC/23/0203/FUL - pending consideration</li> <li>- Low Farm Bridge Road Caravan Licence DC/22/4798/FUL- pending consideration</li> <li>- Church Barn Orford Road - retrospective planning for containers DC/23/4614/FUL - awaiting decision</li> </ul> <p>c) Current Enforcements</p> <ul style="list-style-type: none"> <li>- ENF/23/0252/USE - investigations concluded there is no breach of development</li> <li>- ENF/23/0253/COND - no further updates have been received</li> </ul>
8.	<p><b>Communications received:</b></p> <p>(i) Active Travel Woodbridge consultations <a href="https://arcg.is/1vuqvz0">https://arcg.is/1vuqvz0</a> the consultation seems to be done in sections - concerns were raised about closure of roads and access to A12. BPC will continue to monitor developments</p> <p>(ii) Domestic Loft Insulation Offer - help for Suffolk residents receiving a 50% discount off their purchase (up to £200) order form online <a href="https://www.suffolk.gov.uk/council-and-democracy/devolution">Suffolk Loft Insulation Offer Order Form (office.com)</a> To find out more visit <a href="#">Funding and Support for Homeowners and Renters – Green Suffolk</a></p> <p>(iii) Suffolk Devolution on-line information meeting 26 February was attended by VB. A public consultation on the proposed deal launched on 18 March 2024 giving people an opportunity to have their say. <a href="https://www.suffolk.gov.uk/council-and-democracy/devolution">https://www.suffolk.gov.uk/council-and-democracy/devolution</a> for more information. Notices are on noticeboards. The consultation runs until 26 May. Action VB to send to TR for inclusion in the May Warbler, with suggestions to help those without online access:</p> <p>(iv) SALC/Local Councillor newsletter - to discuss Clerk and Cllr emails to <a href="https://www.gov.uk">gov.uk</a> domain. This change will have to happen. BPC agreed to go ahead as it will be more secure and centralised. Action Clerk to contact One Suffolk to find out more and costs involved. <a href="https://www.salc.org.uk/blog/salc-news-and-blogs-8/the-parish-council-domain-helper-service-192">domainwww.salc.org.uk/blog/salc-news-and-blogs-8/the-parish-council-domain-helper-service-192</a></p> <p>(v) FREE Tree Guard Recycling Hub - 7-8 May <a href="#">FREE Tree Shelter Collection &amp; Recycling Programme - Tubex</a>.- this was kindly advertised in The Warbler</p> <p>(vi) Draft Ufford Neighbourhood Plan - All documents can be found here <a href="https://ufford.suffolk.cloud/neighbourhood-plan/">https://ufford.suffolk.cloud/neighbourhood-plan/</a> A physical copy of the Neighbourhood Plan and Design Code can be found at Ufford Community Hall and St Mary's Church from 14 March until 3 May</p> <p>(vii) ES Planning Local Development Scheme and Waveney Local Plan 5 year Review Assessment - no changes were noted</p> <p>(viii) Nationally Significant Infrastructure Projects (NSIPs) - 15th March 2024. Sea Link and LionLink Multipurpose Interconnector Project - Bromeswell are not one of the parishes within the consultation zone - BPC do not feel any comments would be of relevance to this scheme</p> <p>(xi) Travel Behaviour Survey - a communications toolkit with suggested copy and images to share across social media and newsletters can be found here <a href="https://alligator.focusvision.com/survey/selfserve/54a/240252?list=99">https://alligator.focusvision.com/survey/selfserve/54a/240252?list=99</a>. It was suggested this could be included in The Warbler. Action TR/VB</p>
9.	<p><b>To review matters arising from meeting on 22 January 2024</b></p> <ul style="list-style-type: none"> <li>- no response from First Bus or Highways in regards to the bus shelter. As BPC owns, and is responsible for, the bus shelter, it was agreed to go ahead with a Work Party to clean up and then repaint. It was suggested that the shelter be measured up and the project costed with a view to requesting financial help from JM. Action VD/Clerk</li> </ul>

	<ul style="list-style-type: none"> <li>- Speed Assessment update on A1152 IA attended the JPTI meeting on 8 March which was attended by various Cllrs and Superintendent from the Police. There was discussion on traffic data in and out of Bentwaters the increase in patrols linked to Sizewell, and the very good freight traffic management system in case of problems on A12 but this will only apply to vehicles over 3 tonnes. CIL money is still being considered to be used for the whole of A1152. Thanks expressed to IA for attending</li> <li>- exposed steep hill on the corner of Common Lane - photographs reported to Highways Ref 446479. Ongoing investigations regarding Utilities company. An option was suggested to send a note to the tenant/landowner to ask if a replacement fence or hedge was being planned Action VB/Clerk.</li> <li>- update from ST on final CEP and response to questionnaire. Thanks to everybody that has responded. ST has replaced the data and it was discussed to change the colour of the new Plan to be finalised and printed.</li> <li>- VD reported 31 social questionnaires received so far. People wanted to know who to contact for village hall events. The feedback was that there was the most appetite for a social event and we'll look into that and see if there are volunteers to help organise it</li> <li>- open access land query A1152/Eyke Road Investigations have not so far revealed a right of way that has been curtailed. The land remains open access land. To check OS MAP local footpath/bridleway maps to confirm or otherwise the presence of any other rights of way across the land in question, other than the signed footpath that we are already aware of (this is on RHS of the track leading to the Church just before Bromeswell Lea on the L and runs across the Open Access Land to the A1152/Eyke Road.)</li> <li>- Clerk invited PC Hannah to future BPC meetings - in particular the Annual Parish meeting on 13 May. Hannah is due to be moving on to a different role but will make a note of the invitation, and when her replacement has been identified she will let them know the details.</li> <li>- rusted through pole for road signs at triangle Common Lane and Summer Lane - to be completed</li> <li>- Sandy Lane road sign and hydrant have been completed</li> </ul>
10.	Approval and signing of minutes 22 January 2024 - Agreed
11..	<p><b>Finance</b></p> <p>a) Update on switch from Barclays to Lloyds. The Barclays current account has been successfully switched to Lloyds current account balance of £4,557.94. Despite several requests and a letter to Barclays, the premium business account has not been switched. It was agreed that signatories (TJ and VB) will make the transfer as they still have access to Barclays - £6,671.01 was the latest balance known</p> <p>b) to agree Highways Invoice for Sutton Road improvements and appropriate use of CIL money of £298.21 before the end of this Financial Year. The first Invoice received was queried totalling £2,003.39 exclusive of VAT. The following was sent to Highways reiterating the confirmation from Peter Sparrow, that the existing posts are of adequate condition and will not require replacing, the figures were adjusted to reflect the removal of these works. Tier 1 = Revised Third party works estimate £5023.43, revised estimate for a councillor led scheme £3225.11 – £3547.62, (councillor's/ Parish's maximum contribution £1773.81) Cllr Reid confirmed a contribution of £1,800.00. Therefore the revised Invoice for £1,800 exclusive of VAT was agreed. The suggestion to use CIL money held was agreed. Action Clerk to revise CIL report for uploading to website</p>

	<p>c) to note authorised payments made since last meeting</p> <ul style="list-style-type: none"> <li>- VH Jan Inv (awaited) * £14.00</li> <li>- Highways Sutton Road signage Inv 9543116 £1,800.00</li> <li>- Clerks salary 4th quarter £499.20</li> <li>- HMRC contribution 4th quarter £124.80</li> <li>- Litter pick sticks and hi vis vests (IA) £60.97</li> <li>- and any payments coming forth for end of year</li> </ul> <p>d) to note any payments received since last meeting - Clerk was unable to access Barclays interest at this time</p> <p>e) to agree accounts as at 25 March 2024 - agreed</p> <p>f) to note internal audit booked w/c 13th May</p>
12.	<p>Date of next PC meeting - Annual Parish meeting followed by Annual Council meeting 13 May 2024. Action Clerk to circulate proposed timetable of meetings.</p> <p>Thanks expressed to everybody in attendance.</p> <p style="text-align: right;">Meeting closed at 8:45 p.m..</p>

Signed ..... Chair Date: 13 May 2024

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