**BROMESWELL PARISH COUNCIL**

**PARISH COUNCIL MEETING MINUTES (17/07)**

**Monday 25 September 2017**

**Meeting commenced at 7.30pm**

1. **Attendance & Apologies**

**Parish Councillors attending:** Richard Cranmer (RCr)(Chair), Roger Stewart (RS) (Treasurer), Ian Abbott (IA) (Vice-Chair), Tim Johnson (TJ), Verity Brown (VB)

**Clerk:** Rob Cutts (RCu)

**Guests:** Andrew Reid (AR) (Suffolk County Councillor)

James Bidwell (JB) (SCDC District Councillor)

**Apologies:** Rory Burrow (RB)

**Parishioners:** William Notcutt

1. **Declarations of Interest**

There were no declarations from councillors about agenda items.

1. **Approval of minutes of meeting dated 24 July 2017**

These minutes were approved and signed by the Chairman.

1. **Matters arising from minutes dated 24 July 2017**

AR apologised for not having chased the Highways team about the suggested 20mph pilot zone in the centre of the village. He will follow this up.

1. **Report from Suffolk County Council, Andrew Reid**

A written report had previously been circulated and is attached to these minutes.

AR also explained position on planned closure of Woods Lane in Melton for most of November and then again for much of January to April in 2018. The County Council has no powers to refuse a request for a road closure from a developer in these circumstances. He understands the anger and annoyance of local residents and businesses that will have to endure months of traffic chaos to enable the development of 190 houses on Woods Lane Melton to take place and the concerns about safety for vulnerable residents due to the extra time it will take blue light services to reach peninsula villages.

1. **Report from SCDC, Jim Bidwell**

The Waveney DC & SCDC merger awaits government approval which is seen as a formality. SCDC tourism strategy is supporting over £0.5bn pa of income for local businesses. The cycle tours have been a great success. Street parking enforcement to come under control of SCDC in April 2019. Upgrading of facilities at Deben pool in Woodbridge underway & due for completion in late 2018.

JB shared concerns about closure of Woods Lane. He pointed out that planning permission for this development had been declined by SCDC but they had been overruled on appeal and therefore were under a duty to now enable development to proceed. Pareish Councillors questioned JB on the amount and use of the Community Infrastucture Levy due from this site. This must amount to a considerable sum and as yet there seemed no indication of what benefits the community would see from this money.

1. **Parish Councillor Vacancy**

The Clerk updated the council on the current position. SCDC Electoral Services Dept had been advised of the resignation of Tim Scott-Douglas. A notice would be provided to be displayed on the notice boards advising residents of the vacancy and advising how they could arrange for an election. To date the Clerk has heard from one qualified resident interested in the role. If there is no election then the PC can consider co-opting a suitable person to fill the vacancy until the next election.

1. **Parish Plan & Village Matters**

Parish Plan - The Clerk confirmed that a copy of the new Parish Plan has been delivered to every home and business in the village and thanked councillors for their time in making the deliveries which has saved the council over £60 in postage costs.

Emergency Plan – TJ regretted that he had been unable to progress this due to work and family commitments.

Footpaths – There was no news on blocked paths in open access area behind church. RCr advised that footpaths had not been cut this year. Clerk to ask AR to take this up with SCC.

Village Hall – There had been no VHC meeting since last PC meeting. Proposed new lease has been reviewed by RS, TJ & RCu. A few minor queries were confirmed for RS to clarify and get confirmation from lawyer. However, in principal the review confirmed satisfaction with the draft lease. A suggestion had been received (not from VHC) that as the PC contributes c£500 each year to support upkeep of churchyard it should commit a similar sum to the village hall. After discussion the PC decided not to adopt this suggestion but would continue to support the village hall when it receives ad hoc requests from the VHC.

PC Communications – The Clerk advised that he had begun to load minutes of meetings on to the PC website. He hopes to complete the task of getting all the information required by the Transparency Code on to the site by the next meeting. He will continue to provide a written report for the village newsletter from each meeting.

1. **Finance Matters**

RS had previously circulated a report which is attached to these minutes. The PC remains in a strong financial position with reserves standing at £9871.29. Significant expenditure since the last meeting included £270.00 Clerks wages, £195.84 purchase of fence posts for village hall grounds, and £122.00 for printing of Parish Plan.

RS advised that the external audit had been completed and the council accounts have been approved and the relevant notices displayed on the village notice boards.

The council discussed the matters raised in the internal and external audit reports and are satisfied that where necessary steps were being taken to avoid a repeat of the minor matters raised.

RS will query the fee charged by BDO for the external audit as it was understood that these fees no longer applied to councils of our size.

1. **Planning Matters**

SCDC Issues & Options Local Plan Review Consultation – The Clerk outlined the principal aspects of the SCDC consultation document which signalled the start of the process to create a new Local Plan up to 2036 to respond to continued demand from the Ipswich Housing Area for additional housing development. It was noted that SCDC is expected to assist with this need despite an expected natural fall of over 10% in resident population.

It was agreed that councillors would email responses to Clerk by 14 October to enable him to send response by closing date of 30 October. In the event of there being no clear common response from the PC then the Clerk will arrange a further meeting so that agreement on a response can be reached.

Local Planning Pressure Group – The PC decided not to join the group being promted from Tunstall. However, it would provide a copy of our response to the consultation to all local PCs.

Planning Applications – The proposal for a static caravan at Highfield, Sandy Lane has been approved by SCDC but it is understood that due to a change of circumstances this is no longer likely to proceed.

Enforcement Proceedings – There has been no response from SCDC. Summer Lane Barn appears to be unoccupied again but the use of an outbuilding at Bromeswell Corner appears to be continuing. Clerk to follow up with SCDC.

1. **Highways Matters**

Speedwatch – Efforts currently focussed on VAS provision for Orford Road as Speedwatch has not been effective in changing driving behaviours.

Vehicle Activated Signs – PC confirmed authority for Clerk to place order for Westcotec model that incorporates data collection. Ideally want additional 30mph roundels on the posts. It is hoped to get authority to also use this on the 40mph Sutton Road stretch in due course.

Sutton Road – It was agreed that this should be the next major priority leaving the issue of 30mph roundels on Orford Road at least until a meeting to plan for traffic calming/slowing on Sutton Road had been discussed with SCC Highways. Clerk to arrange meeting with SCC Highways to discuss.

20 MPH zone in village centre – AR to facilitate meeting with SCC Highways to discuss this. Brief discussion held about possibility of using unofficial “20s Plenty Signs” in village centre. No decision made on this.

Common Lane Dry Walkway – TJ to take photos on next rainy period as evidence to meet with SCC Highways.

Reedbed Walkway – Some damage noted. Clerk to contact Suffolk Wildlife Trust who we understand maintain that walkway.

1. **Consultations**

Car Parking – It was agreed that in order to maintain the economic and social vibrancy of Woodbridge as a local centre there needed to be an overhaul of parking provision. This needed to include identifying additional places for short stay street parking, reduction in maximum stays in some car parks, and identification of land for additional parking. Clerk to respond.

1. **Chairman’s Report**

Chairman had no matters to raise not already covered.

1. **Clerk’s Report**

New data protection rules come into force next April. The PC agreed to send Clerk and RS on to an appropriate course to learn more about these responsibilities and to cover any costs incurred.

The PC authorised the Treasurer to make a £30 donation to the local Citizens Advice Bureau.

The PC authorised the Treasurer to make the same payment to the Suffolk Preservation Society as in the previous year.

The Clerk reminded the PC that they should be prepared to discuss precept requirements at the next meeting.

1. **Any Other Business**

Concern about potholes and overgrown and dirty road signs was noted. Clerk to report on items and to do an article for Warbler to remind residents that these can be reported by them online on the SCC Highways web pages.

1. **Next Meeting**

Next meeting will take place at 7.30pm at the Village Hall Committee Room on Monday 27 November 2017.