

Minutes of Bawdsey Parish Council held Thursday 20th July 2023 – 7.00pm in Village Hall

Present: Cllr Andrew Rouse (AnRo)(Chair); Cllr Rob Thurkettle (RoTh)(Vice-Chair); Cllr Clare Walker (ClWa); Cllr Jackie Ferguson (JaFe); Cllr Matt Roche (MaRo); Cllr Mike Locke (MiLo); Cllr Sue Tappenden (SuTa); Cllr Tod Heyda (ToHe)

Suffolk County Cllr Andrew Reid (AnRe) & East Suffolk Cllr James Mallinder (JaMa)

Tina Hughes (Parish Clerk)
1 member of the public

1.	<p>To receive Apologies for absence No apologies</p>
2.	<p>To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary) Councillor Rob Thurkettle declared interest on planning DC/23/1604/FUL. Councillor Sue Tappenden declared interest on flooding in East Lane Councillor Mike Locke declared an interest in CAS as a trustee.</p>
3.	<p>Public Participation (10 minutes) – an opportunity for parishioners to briefly raise matters of concern and hear from County and District Councillors</p> <p style="padding-left: 40px;">a. Reports or comments from public</p> <p>Q. Is Speed Indicator Device operational? Has not been working for a period. Council not aware of problem, will contact MS and establish if there is an issue.</p> <p style="padding-left: 40px;">b. Reports from County and District Councillors</p> <p>Cllr Andrew Reid's newsletter circulated earlier to councillors.</p> <p>Q. Further to responses from villagers re CIL spending. Meeting was requested with a highways design engineer to discuss options regarding pavement continuity throughout the village or innovative solutions for pedestrian safety.</p> <p>Cllr AnRe - Public Rights of Way team and SCC community design engineer could give guidance on options available. Cllr JaMa – Do not think CIL money would be sufficient to cover the full costs of such projects but JaMa could help with researching grant opportunities. Cllr AnRo to arrange meeting via Cllr AnRe</p> <p>Q. Has the County Council got a schedule of highway maintenance that the councillors could look at for Bawdsey?</p> <p>Cllr AnRe – SCC do have an operational maintenance plan with standards and policies around what is currently able to be done. Community engineer could be guided around parish and advise what would fall within the maintenance and priority plan, Cllr AnRe could also be in attendance.</p>

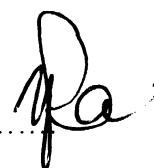
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	<p>Q. Hedges encroaching on roads, what is the best course of action?</p> <p>Cllr AnRe suggested, firstly, for BPC to contact landowner(s) and discuss and then report to SCC if this approach fails.</p> <p style="text-align: center;">Clerk to write to Landowner(s), once identified, requesting hedges be addressed.</p> <p>Cllr James Mallinder's newsletter had been circulated to all councillors in advance.</p> <ul style="list-style-type: none"> • Have received notification that notices will be going up regarding parking regulations at the quay, will go in local press and after set period, will be able to enforce restrictions, Cllr JaMa advised he will make sure it is enforced. If notice people staying and feel there may be a housing or health issue, then contact JaMa and will see what he can do to support and help. • Old tank in Amenity car park has been cut back and the surface reinstated. • Sand big issue on roads, feels SCC do not address the root problem, is drafting a letter to Paul West, asking how they are working with the landowners to resolve issue instead of addressing each year. • Joint Peninsular meeting will start again in September, looking at joint issues across peninsular, where can collectively raise concerns. • Will be writing to the new Chair of ESC to ask what is happening with the water quality in the Deben, need to engage with Anglian Water to improve sewage system, especially when building new houses. • Sutton Heath field have been advertising holistic campsite for a month, which is against planning, has been raised with enforcement and will be monitoring. A landowner at Wilford Bridge, was putting in a jetty and expanding bank, which has been stopped, as causing erosion and noise. Happy to act as a consultee for any planning application(s). • East Lane Car Park bins: have spoken with ESC, extra bins should now be in place for peak period, with extra collections, also at Shingle Street and Bawdsey Quay; is being reviewed and monitored. <p style="text-align: right;">Clerk to add newsletter links to website.</p>
4.	<p>To agree & sign Minutes of meetings dated 2023 as true record.</p> <p>Minutes agreed and signed by chair, proposed by Cllr CIWa and seconded by Cllr RoTh</p>
5.	<p>Planning: To receive updates on current applications and consider applications received</p> <p style="padding-left: 40px;">a. Consider the following application(s)</p> <p>DC/23/2374/FUL 23 The Street Bawdsey:- Proposed Alterations and Extensions To Existing Residential Dwelling (Revised Scheme)</p> <p>DC/23/1604/FUL Beauville Red House Farm Lane Bawdsey:- Rear and side single storey extension</p> <p>No Objections</p> <p style="padding-left: 40px;">b. To consider any applications received after the publication of the agenda.</p> <p>None Received</p>


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6.	<p>Welcome Booklet – discuss content and quantity to be ordered.</p> <p>Consensus was that the booklet should continue. Content was in question regarding the inclusion of commercial and businesses advertising, booklet to be emailed to councillors and opinions sought if changes should be made by next meeting.</p> <p>Clerk advised cost of printing is 0.80p per booklet as is, Cllr AnRo proposed 40 booklets be printed when content is agreed, seconded by Cllr ToHe, all in agreement. Jenny Webb to be custodian.</p> <p>Website: Website should be reviewed at same time by next meeting. Clerk updates council pages, councillor suggested VHRC and Church should update their pages.</p> <p style="text-align: right;">Clerk to email booklet to all councillors.</p> <p style="text-align: center;">Councillors to review booklet and website by next meeting.</p> <p style="text-align: center;">Clerk to check with VHRC & Church, can they update their own pages on website.</p>
7.	<p>CIL money - discuss responses from parishioners and ideas on spending.</p> <p>Numerous suggestions have been made from parishioners. A separate closed meeting for councillors to be held 17th August 2023 - 7pm, to discuss further. Clerk has already thanked everyone for ideas and suggestions and will send an update to all who took the trouble to write.</p> <p>Note limited amount of funds available, so may need to look elsewhere for additional funds for projects identified, Cllr MiLo agreed to start looking at funding options and see if council could apply to help with projects.</p> <p>Clerk advised new charging levy agreed for any new planning development(s) from 1/8/23, also two other policies adopted 1. Developers can pay in instalments 2. ESC provides relief for some social housing developments; more information can be found on ESC website.</p> <p style="text-align: right;">Clerk to write to people who gave suggestions and update.</p>
8.	<p>Works on Ferry Road at Quay – Receive progress update.</p> <p>Cllr AnRo attended a snagging meeting with SCC and Kier to discuss outstanding issues, completion works to start on week commencing 31st July 2023. Legal notices for parking being advertised and then ESC will start patrolling area.</p> <p>Clerk noted, need to ensure reseeding happens once all work has completed, Cllr AnRo advised SCC did state AONB had contributed and defined seeding needed, have asked for seed mix details, yet to hear.</p>
9.	<p>Deben Water Testing – Update from Meeting attended by Councillor Clare Walker</p> <p>Cllr ClWa attended Woodbridge Climate Action Centre meeting on Deben Water Testing. Group are principally interested in climate adaptations, with water being first step to get people interested. Waste water discharges on the Deben do not receive Tertiary Treatment, meaning water from sewage plants has lot of E. coli. To get tertiary treatment is very expensive and will not happen anytime soon. Would only be used where downstream abstraction for drinking water supplies or high-profile bathing waters were involved, which is not applicable on the Deben. If Bawdsey Parsih Council wanted to get involved, they would need their own incubator (at a cost of £175), plus testing sheets, at £43 per 100, and test</p>

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	<p>twice per week. Queen's Fleet outfall, where Alderton sewage treatment works comes out, would be an ideal place to test, but unsure of the benefits of the council undergoing this at the moment, Chair of the group has Cllr CIWa contact details, so will be kept updated. No action for council at this stage.</p>
10. a	<p>Progress Reports</p> <p>a. Clerks Correspondence update</p> <p><u>Suffolk Fire and Rescue Service – Safety Advice</u> Email received highlighting risk in dry weather, information has been added to noticeboard, website and bulletin, also talks about the dangers of swimming in open water.</p> <p><u>OfCom</u> Licence has been renewed until April 2028 for emergency radios. Alderton agreed to pay half towards cost of the licence and the month direct debit for the emergency phone.</p> <p><u>Crocus Grant</u> Money received from Crocus towards the weather station, £1000.00, they have asked for a photo opportunity, handing over a large cheque, Andrew Block not available, Cllr ToHe agreed to accept on behalf of council and DMC.</p> <p><u>Defib</u> Rod Webb has sent away for circuit board to be updated, new pads have been ordered and are in place, everything has now been handed over to Cllr CIWa, who is checking on a weekly basis. The Defibrillator is not officially registered on The Circuit, which should bring everything together onto one database and synchronises with emergency services. Did we want to register? All in agreement. Note no number is needed to gain access to the kit. Clerk to add DeFib to The Circuit website.</p> <p><u>Councillor Training</u> Reminder is available, booking fast, if would like to undertake, let clerk know and will check dates available.</p> <p><u>PRE at Shingle Street</u> Hollesey have agreed to pay half towards costs and agreement has been signed by all parties, needed to be installed by 14th July, emailed contractors, who advised would be done at beginning of July, not heard from them with date, will need to check if has been done, if not will need to contact Natural England and apply again for PRE to be installed.</p> <p><u>AGAR – Annual Governance and Accountability Return/External Audit</u> PFK Littlejohn sent email dated 6th July, acknowledging receipt of documents for auditing purposes, council now in queue for processing and they will let us know once everything has been checked.</p> <p><u>Bawdsey Website</u> Has been reviewed and fixes done, clerk needs to look at some tables, but now fully compliant and an accessibility statement has been added.</p> <p><u>Poppy Wreath</u> Need to order now, cost is £18.00 just need to confirm OK to go ahead and order on behalf of the council. All in agreement Clerk to order wreath</p>

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Quiet Lanes

Shingle Street is now designated a quiet lane.

Thermal Imaging 2023/24

Will be coming again for this winter, does the council wish to be involved? Decision to put message in Bulletin and see if anyone is still interested and go from there.

Hollesley are piloting a bulk buying scheme for thermal insulation materials - if successful it could be rolled out to wider parishes.

Clerk to add note in Bulletin.

Village Voice

Email received asking why we are not part of Village Voice magazine, previous clerk Jenny, has given clerk background to this, mainly being due to Bawdsey having their own newsletter, Bulletin, did council wish to investigate being part of Village Voice? Consensus should continue with Bulletin.

b. Village Hall and Recreation Ground Committee update (Cllr. Tod Heyda)

29th July is next pop-up pub in village hall, next VHRC meeting is Monday 24th July, fete was very successful.

Q. Some issues raised for CIL spending relate to village hall. Are VHRC able to disclose finances to understand if a joint venture would be viable?

Cllr ToHe - does not understand why not, will send through to councillors.

Cllr ToHe to forward finances.

Cllr CIWa advised money available within the Community Partnership for village halls.

c. Coastal Matters: Updates on

i) Deben Estuary Partnership

Nothing to report. Remove from future agendas and move to Annual Parish Meeting.

ii) Bawdsey Coastal Partnership (Cllr. Rouse)

Couple of people have dropped out, finances being re-arranged.

iii) Coastguard report (Cllr. R. Thurkettle)

Very quiet at moment

iv) Deben Marine Centre

Able to start earlier this year, electricity supplies have been sorted, open on Thursdays and Sundays, same time as RADAR museum, making for some interesting stories from public, more volunteers needed, suggested a rota be published, an induction is offered.

d. Speedwatch

Clerk not received information from previous councillor re volunteers, has looked at past emails and does not appear anyone was trained via Suffolk Police, therefore would not be able to apply for free gun from police, feel would need to start over again.

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Suggestion that Automatic Number Plate Recognition Unit scheme be applied for. This would negate the need to rely on volunteers for speed watch. All in agreement.

Clerk to send off application.

e. Melton, Woodbridge and Deben Peninsula Community Partnership (Cllr C Walker)

Priorities – Promoting community cohesion and participation, by increasing use of existing community spaces and understanding local young people's need for provision, and design solutions to work for them. No meeting since election, due to new councillors, first meeting since March next week. Is a source of funding, appear to be interested in high school children, rather than primary school children. Did look at improving digital access for older people, but decided not possible, due to where would be situated, mobile library not feasible, transport has also been a priority, not sure if priorities will remain the same with new councillors.

f. Update for Photo Post and Weather Station (Cllr A Rouse)

No updates on photo posts. Weather station is now up and running Cllr AnRo has been sent weather station outputs, with humidity, wind direction etc. will send data to all and find out if link can be added to Bawdsey Website, info to be used by university.

Cllr AnRo to send examples of data being produced.

g. Emergency Committee (Cllr. R Thurkettle)

No emergencies, making ground with plan, survey to go out to all residents, asking what special skills they may have, plus identifying any vulnerable people.

h. Green Agenda – Trees and Hedges

Noted possible funding available via Cllr James Mallinder and AONB, AONB bring volunteers and resources. Need to be aware that if projects are undertaken, then will need to be watered, some areas planted are already dying. Areas identified – avenue to Manor Farm for trees and hedges in East Lane, plus other hedges, would need to be in conjunction with local farmers. Woodland Trust had a very strict criteria, Suffolk Tree Warden Trust is a good source of information and contacts. To be discussed in CIL meeting

i. Highway Matters

Flooding on roads around the village

3 reported floods to highways

- East Lane – photo evidence and timelines have been sent to SCC highways, Ref 00410538, needs new works to resolve, not just Gully clearance. Waiting to hear.
- Weavers Cottage – clerk received an email from concerned resident, has been reported (SCC Ref 411109) and gullies will be cleared within 20 days.
- Red House Farm Lane/Long Lane – Parishioner forwarded response received from Highways "...not warranting action within a defined timescale, will continue to monitor as part of routine inspections, not planning to undertake any works at present."

Clerk: Link to Highways plan, mentioned by Cllr AnRe, to be forward

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11. Finance**1. To note Bank Balances as of 30th June 2023:**

- a) Current Account - £15643.32
- b) Reserve Savings Account - £4040.66
- c) CIL Funds Savings Account - £23870.50
- d) Projects Savings Account - £7101.34

Noted

2. To authorise the following Invoices for Payment:**a. New payments since last meeting:**

£15.00 Red Rocket Emergency Telephone June (DDR)
 £15.00 Red Rocket Emergency Telephone July (DDR)
 £20.99 East Suffolk Bulletin May 23
 £17.99 East Suffolk Bulletin June 23
 £18.00 Unity Trust Service Charge June 23
 £35.00 Information Commissioners Office (DDR)
 £20.40 SALC Councillor Training (CIWa)
 £20.40 SALC Councillor Training (MiLo)
 £108.00 CAS Website Accessibility Audit & Fix
 £199.20 Waveney Norse – Weather Station
 £264.00 Zurich Insurance
 £186.60 HMRC
 £747.24 Clerks Quarter 1 pay
 £131.93 Clerks Finance (De-fib Pads & Microsoft 365)
 £1200.00 Waveney Norse – Weather Station (Grant from Crocus)

Agreed, proposed by RoTh and seconded by AnRo, all in agreement.

b. Any new invoices since publication of agenda:

£78.54 East Suffolk Council – Uncontested Election Cost

Agreed, proposed by RoTh and seconded by AnRo, all in agreement.

c. Any new payments received since last meeting:

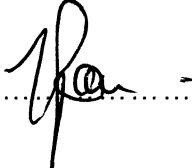
£112.50 Alderton Parish Council – Emergency Planning
 £22.63 Interest Reserve Account
 £134.04 Interest CIL Account
 £44.06 Interest Project Account
 £1000.00 Grant from Crocus towards Weather Station

Interest received on savings accounts; CIL interest to be transferred to current and other interest to remain in savings account.

Proposed by Cllr CIWa and seconded by Cllr AnRo



12.	Any matters to be brought to the attention of the Council and to agree date for next full council and finance meetings. Next Full Council Meeting – 28 th September 2023 7pm Finance Meeting – 17 th August 2023 8pm
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Chair Signature.....  Date..... 28/09/23.

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