

**Minutes of Bawdsey Parish Council held
Thursday 7th December 2023 –
7.00pm at Bawdsey Village Hall**

Present: Cllr Andrew Rouse (AnRo) (Chair); Cllr Rob Thurkettle (RoTh) (Vice Chair);
Cllr Clare Walker (ClWa); Cllr Mike Locke (MiLo); Cllr Sue Tappenden (SuTa); Cllr
Tod Heyda (ToHe)

East Suffolk Cllr James Mallinder (JaMa)

Tina Hughes (Parish Clerk)
2 Members of the Public

1.	<p>To receive Apologies for absence</p> <p>Suffolk County Cllr Andrew Reid</p> <p>Cllr Matt Roche (MaRo); Cllr Jackie Fergusson</p>
2.	<p>To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)</p> <p>Cllr Robert Thurkettle declared an interest in any matters arising re ground maintenance. Cllr Mike Locke declared an interest in all matters relating to the school and Community Action Suffolk</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>Question regarding planning application, that was objected to at last meeting: Advised this is not a final decision, BPC only have option to either object or not; just our views, ESC planning will ultimately be responsible for the final decision. Could look at the planning portal and discuss with neighbours about their objections, best to wait for ESC formal decision.</p> <p style="padding-left: 40px;">b. Reports from County and District Councillors</p> <p>Cllr Andrew Reid unable to attend, newsletter on website, BPC welcomed the new funding for resurfacing roads, appreciate emails to advise of road closures, but needs to give considerably more notice especially for planned works. (Recent example involved just a half days' notice) email to be written to ask why such short notice on road repairs. Clerk.</p> <p>Cllr James Mallinder, newsletter on website, pushing environmental issues: -</p> <ul style="list-style-type: none"> • Objected to camp site at Ramsholt, pleased to report this has been withdrawn. • Asked ESC to withdraw the housing application in Hollesley, as houses showed no consideration for passive house efficiency, nor consult with Residents, or parish and district councils .

Bawdsey Parish Clerk: Tina Hughes,
Crown Cottage, The Street, Alderton, IP12 3BL
Tel: 01394 411092 Email Bawdsey-pc@hotmail.co.uk

Chairs Initials.....

	<ul style="list-style-type: none"> Footpaths, if need to get road sweepers in for path clearance, then let Cllr JaMa know. <p>Thanked Cllr JaMa for new signs that have been installed at Quay amenities carpark, hopefully vandal proof.</p>
4.	<p>To agree & sign Minutes of meetings dated 28th September as true record.</p> <p>Minutes agreed as a true record, proposed by Cllr MiLo and seconded by Cllr RoTh, all in agreement.</p>
5.	<p>Planning: To receive updates on current applications and consider applications received</p> <p>a. Consider the following application(s)</p> <p>DC/23/4222/FUL - Partial demolition and extension to an existing residential house. Address: Lark Cottage, Shingle Street, IP12 3BE.</p> <p>DC/23/4237/FUL - Ground floor rear extension, minor external rear alterations and internal reconfiguration. Address: Nowhere, The Street, P12 3AH</p> <p>DC/23/4325/FUL - Single storey annexe to existing house and external insulation to existing house. Address: Sea View, Shingle Street, IP12 3BE</p> <p>b. To consider any applications received after the publication of the agenda.</p> <p>No Objections – Proposed by Cllr AnRo and Seconded by Cllr RoTh, everyone in agreement.</p>
6.	<p>Councillor Training: Receive feedback on Councillor training (THe) and discuss any additional training councillors may require.</p> <p>Cllr ToHe found training interesting and highlighted the difference between councils, the need for compliance. Learnt a lot, especially around processes, protocol and need for clarity, references to the Nolan principles; people who have been councillors for years were attending again, stating things change so much, need to keep up to date.</p> <p>Cllr MiLo advised trainer recommended should have separate emails, especially around Freedom of Information and GDPR, Clerk to send recent email from One Suffolk regarding Government email addresses and write to Shottisham, as they have recently moved over to 'Gov.UK' addresses, to be discussed at next meeting.</p>
7.	<p>New Draft Litter and Fido Waste Bin Policy from ESC: Discuss policy and any comments Council may wish to raise with ESC.</p> <p>No objection to document, feel good to have a policy in place. Is an issue with Fido bin in East Lane, full and hanging off fence, RoTh to see if can fix and council to consider if should replace bin, Clerk to write to ESC to see if Fido bins can be emptied more frequently.</p>
8.	<p>Weather Station: Receive an update and discuss operators' agreement to be signed.</p>

	<p>24 metre mask not in place, not sure if this will go ahead now, concerns who would be responsible if did go ahead and needed to be decommissioned and removed from PGL land. Questions raised regarding insurance and liability.</p> <p>AnRo to discuss further with Suffolk CIC and bring back to council.</p>
9.	<p>Works on Ferry Road at Quay – Receive progress update.</p> <p>Cllr JaMa was asked about implementation of parking restrictions at the Quay, He advised that SCC have now advertised the TRO for a 3rd time and waiting for consultation to be completed, any objections processed and then handover to ESC to start patrolling, Cllr JaMa will chase.</p>
10.	<p>East Lane Car Park – Receive an update and discuss proposal.</p> <p>Cllr AnRo and Clerk had meeting with landowner, has agreed, in principle, for the car park to continue for 3 years if business rates can either be removed or covered by council, to provide cover for public liability and maintenance. Clerk has written to ESC business rates (Anglia Revenue) and asked if rates should apply, as both landowner and council do not have any financial gain, waiting for response, Cllr AnRo advised maintenance should be minimal, filling any holes that appear. Clerk to investigate public liability cover before an informal agreement between council and landowner can be drawn up</p>
11.	<p>Memorial and Bawdsey Sign - Benches – To discuss and decide positions.</p> <p>Bawdsey Village Sign Bench – Discussed at last meeting with a decision to give to church, clerk has since received comments and concerns as this was not on the agenda, decided notice should be put in February Bulletin to ask for comments re position of bench and invite people to discuss at beginning of meeting following publication in bulletin, all councillors in agreement.</p> <p>Memorial Bench – Following a meeting with landowner of East Lane Car Park, decision was made that it would not be suitable place, one due to the fixing of the bench on top of Sea Wall, plus, in 3 years time the bench could be removed if the Car Park Agreement is discontinued. Other options are Church Yard or Recreational ground, Clerk asked family for preference and would prefer recreational ground, clerk has also spoken with VHRGC and they are in agreement bench can be located here, RoTh proposed, AnRo seconded Councillors all in agreement for bench to be placed on recreational ground.</p>
12.	<p>CIL – Receive an update regarding paths.</p> <p>October 2023, meeting held with SCC community liaison engineer, walked length of village, and ideas discussed regarding Pedestrian Safety. If speed humps were to be considered would need streetlights, rumble strips would cause noise pollution for nearby residents, possible fake speed hump design (frequently seen on continent) would need Department of Transport approval as not standard highway feature, cost of 120 metres of paving would be in excess of £25,000, limited space available to accommodate formal pavement, evidence shows drivers have less regard for pedestrians when on pavement.</p> <p>Improvement for pedestrian safety could more easily be achieved with general calming measures, possible options – install soft touch features, such as Entry Gates, enhance</p>

	<p>30mph signage with 'roundels' painted repeatedly on road, warn drivers no footpaths and repeat pedestrian symbols along carriageway, not too much signage as would look too urbanised, smarten village up with verge and hedge maintenance, possible pink bitmac at East Lane junction for driver awareness.</p> <p>Consideration could also be given to dotted lines with pedestrian/cyclist's signs, showing shared space and protection of verges, especially outside church.</p> <p>Need to complete a speed survey within village to establish if speeding is an issue (Cllr AnRo to arrange with Community Engineer) and also conduct a survey with the school and parents, identify route use and if walk/drive/cycle and if any reasons why they choose this option (Cllr SuTa and Cllr MiLo to organise), article in bulletin for high school children walking home at night from bus drop off and their safety. Once all information has been gathered another meeting with Community Engineer will need to be arranged to discuss costs and way forward. Proposed by AnRo and seconded by RoTh, all in agreement.</p> <p>Proposed a subgroup be established to work on Pedestrian Safety between meetings, Cllr's in group will be MiLo, SuTa, RoTh and AnRo.</p>
13.	<p>Welcome Booklet – Receive an update.</p> <p>Booklet now received, some taken away to hand out to new residents, clerk to retain remainder and Cllr's to advise if any new residents move in and require a booklet.</p>
14.	<p>First Responders – Discuss promotion of First Responders in area.</p> <p>New responder now in Hollesley, First Responder area manager to forward posters to clerk to advertise for first responders in Bawdsey and Alderton. Clerk requested cost of becoming first responder, so know how much would need to fundraise.</p>
15.	<p>Progress Reports</p> <p>a. Clerks Correspondence update</p> <p>Shingle Street PRE is now complete, sticker on from coastguard, just invoice to be shared with Hollesley.</p> <p>Report of issue regarding damaged fence by boatyard, unsure who belongs to, but PGL have now fixed it.</p> <p>Defib at Bawdsey Quay, on gatehouse fence, is now on The Circuit, so no need for poster/sign advertising position.</p> <p>Received email from Julia Ewart, Liberal Democrat Councillor for Kelsale & Yoxford Ward, who will be standing against Cllr Thérèse Coffey at next election, would like to attend one of our meetings early next year.</p> <p>b. Village Hall and Recreation Ground Committee update (Cllr. Tod Heyda)</p> <p>Secretary has held a meeting regarding the future of the allotments, to be retained as allotments, how will be divided up and if anyone is interested.</p>

	<p>Playground area, looking at any health and safety issues regarding fencing.</p> <p>Halloween pop-up and Christmas lights went well. Pop-up New Years Eve party planned.</p> <p>Work being done on Tennis Courts, with a lot more members getting involved.</p>
	<p>c. Coastal Matters: Updates on</p> <p>i. Bawdsey Coastal Partnership (Cllr. Rouse)</p> <p>Received an email from concerned resident about coastal erosion on PGL land near their home, They wrote to ESC who have since forwarded the enquiry on to Coastal Protection East. In the Shoreline Management Plan, area north of East Lane has a Hold the Line Policy, (meaning will it be protected), whereas to the south of Martello Tower W, policy is No Active Intervention, which means landowners must pay for any protection. PGL have planning permission, AnRo to email PGL to check current status of the project.</p> <p>ii. Coastguard report (Cllr. R. Thurkettle)</p> <p>Been quiet, walked beech to survey cliff, still getting people walking on top of cliff, will continue to educate.</p> <p>iii. Deben Marine Centre (Cllr. Heyda)</p> <p>Tidying up and putting everything away for winter, number increased from last year, new interactive displays, have permission to use a visual art from 2015. Clerk has written to PGL again asking about lease, is currently with their legal team.</p>
	<p>d. Speedwatch</p> <p>Cllr RoTh, cleaned sign and will lower, to make it easier to change batteries and less of a safety issue, will change every two weeks. Clerk reports have been accepted into the next round of ANPR.</p>
	<p>e. Melton, Woodbridge and Deben Peninsula Community Partnership (Cllr C Walker)</p> <p>Nothing to report.</p>
	<p>f. Joint Peninsula Parish Council Meeting</p> <p>No meeting since last parish meeting.</p>
	<p>g. Update for Photo Post and Weather Station (Cllrs T Heyda/A Rouse)</p> <p>Photo Posts – AnRo said some new posts had been suggested but would not be considered as not in erosion sensitive locations. Clerk advised still funding being held by council.</p>
	<p>h. Emergency Committee (Cllr. R Thurkettle)</p> <p>Last couple of heavy rainfalls, have been checking on neighbours, which is appreciated and reassuring for people. High tides had recently taken water level up to near Deben Marine Centre Building.</p>

	<p>i. Green Agenda – Trees and Hedges</p> <p>Cllr AnRo reports has been successful in getting 100 trees and 100 metres of hedging from Suffolk Warden Network, will be emailing everyone to see if available to help put them in, trees earmarked for Manor Farm Drive area, hedging yet to be confirmed, need to discuss with landowners.</p> <p>Cllr SuTa raised a concern from a resident regarding ownership of hedges, as landownership boundaries are currently unclear, with ivy falling into road, Housholder would not want to cut hedge then find they are liable, Clerk said she had recently been advised by SCC that they own no hedges within Bawdsey Parish, all belong to the landowners. Council advised resident will need to go back to original landowner and ask if they retained the land and could they arrange for it to be cut back if they did, copy in council.</p>
	<p>j. Highway Matters Flooding updates</p> <p>Red House Lane is now clear, East Lane still an issue, although seems to have improved since Red House Lane was cleared.</p>
16.	<p>Finance</p> <p>1. To note Bank Balances as of 30th November 2023:</p> <p>a) Current Account - £14064.90 b) Reserve Savings Account - £4068.10 c) CIL Funds Savings Account - £23897.86 d) Projects Savings Account - £7182.77</p> <p>Noted</p> <p>2. To authorise the following Invoices for Payment:</p> <p>a. New payments since last meeting:</p> <p>£15.00 Red Rocket Emergency Telephone Oct 2023 £15.00 Red Rocket Emergency Telephone Nov 2023 £18.00 Unity Trust Bank Charge £144.00 SALC Training (ARo) £18.59 ESC – Bawdsey Bulletin Aug 2023 £18.00 Poppy Wreath £22.80 SALC Payrole services £16.99 Richard Tricker – Tetrapak Bin Liners £60.00 One Suffolk – Website Hosting</p> <p>b. Any new invoices since publication of agenda:</p> <p>All payments authorised, proposed by Cllr AnRo and Seconded by Cllr CIWa, all in agreement.</p> <p>c. Any new payments received since last meeting:</p>

	<p>£1757.07 ESC CIL Funds £27.44 Interest Reserve Funds £48.23 Interest Project Fund £161.40 Interest CIL Fund</p> <p>Agree to transfer £1757.07 CIL funds from current account to CIL savings account.</p> <p>Transfer agreed, proposed by Cllr AnRo, seconded by Cllr MiLo, all in agreement.</p> <p>d. National Pay Increase: Discuss pay increase for Clerk.</p> <p>Clerk left room whilst Councillors discussed. Pay rise agreed, proposed by AnRo, seconded by RoTh, all in agreement, Clerk thanked councillors.</p> <p>e. Minutes of Finance Meeting: Receive minutes of finance meeting and discuss and agree proposed budget for 2024/2025.</p> <p>No issues with minutes of finance meeting. Budget agreed, will reduce the precept from last years, but will still have contingencies, proposed by Cllr AnRo, seconded by Cllr Cllr CIWa, all in agreement.</p>
17.	<p>Any matters to be brought to the attention of the Council and to agree date for next meetings.</p> <p>Would like to acknowledge Jenny Webb for her research work and talk on the history of the village, she will be producing a book.</p> <p>Next Meeting 25th January 2024</p>

Chairs Signature: Date: