

Bawdsey Parish Council

Minutes of Meeting of the Parish Council

Wednesday 17th January 2018 at 7.00pm

Bawdsey Village Hall

In Attendance –Chairman Andrew Block (AB), Clls Liz Mark (LM), Richard Tricker (RT), Andrew Rouse (AR), Brian Johnson (BJ), Chris Mann (CM), Jenny Webb (Clerk), 1 resident	
<i>Meeting called to order by Chair AB at 7.00pm.</i>	
1. Open Forum- No concerns raised	
2. Annual Report from SCC and SCDC: Cll Andrew Reid of SCC was not able to attend but submitted a report which can be read on the village website under the documents for this meeting. Cll Reid has responded to queries raised at the November meeting relating to the Woods Lane closure. He confirmed that contractors will be working later in the evening until 8pm but that the 24 hours' continuous working was not viable due to 29% of residents voting against. Lorries using the car route through Melton is a matter for police enforcement. With regards to the Ambulance Service, the Network Assurance Manager has spoken to the head of the service who confirmed it would be using the diversion route as required and felt comfortable in doing so. It was also explained that it was not necessarily right to assume an ambulance would use a single route as there may be a number of teams deployed in any area and allocated or reallocated according to the nature of the demand. Some concern was expressed about the withdrawal or curtailment of the free bus service for some school pupils over 16. Report from SCDC Councillor Christine Block: Plans for the merger of SCDC and Waveney district councils into East Suffolk Council are going ahead. The final consent from central government is due May-June this year with the merger finally taking place in May 2019. A shadow authority will begin to take decisions from May 2018. A boundary review will take place during the course of this year and it is expected that SCDC wards will be made bigger entailing fewer district councillors. Cll Block has asked the archaeologists working at the two sites in Bawdsey if the artefacts found could be displayed permanently in the village hall.	
3. Chairman's welcome and Apologies: Chairman AB welcomed councillors to the meeting. Apologies accepted from Rawdon Saunders and Susan Temple who are on holiday.	
4. Councillor's Declaration of Interests: Clls RT, CM and AB declared an interest in the Scottish Power Windfarm project; Cll AR for Bawdsey Coastal Partnership; Cll AB for CLT. Both AB and BJ indicated they have received an invitation to the board of BCP.	
5. Signing of Minutes as a true record: The minutes of 23 rd November 2017 were signed as a true record after correction of two typing errors.	
6. Reports for information: i. Clerk's report including correspondence and financial update. These were circulated to all councillors and can be found on the website. Council finances are in a healthy state with £4,444.43 in the current account; £8,668.23 in the BQVC account and £4,020.79 in the Savers Account which has accrued £7 interest over the past year. £4,000 from the BQVC account is yet to be repaid to the granting bodies which gave monies towards the building of the VC. Clerk to ask Alfred Williams and The Lord Belstead Trusts if they would be willing to divert some of these grants to help fund the new village sign. If not, their cheques will be returned. ii. Village Hall and Recreation Committee report. The Saxon Football Club is no longer using the	Clerk

<p>recreation ground. BPC are saddened to learn that the VHRGC has lost this source of revenue. The PC supports the active use of the recreation ground as one of the village's assets.</p> <p>iii. Coastal Protection Updates: a) Deben Estuary Partnership: Erosion continues between the Knolls and Bawdsey Quay. PGL is employing its own consultant to look into coastal erosion and a meeting is to take place between them, the Environment Agency, BCP and SCDC and its consultant to look at all the evidence in order to understand why this is happening. PGL is going to cut off the jagged tops of the piles under the cliffs as they are very hazardous. Work on Flood Cell 1 on the river wall between Ramsholt and Bawdsey Quay is to commence shortly. The Bawdsey Ferry is still running and the winter booking arrangements are working well. The yard boat was used temporarily while the ferry was being serviced. The jetty is slippery at low tide so care should be taken on embarking and disembarking. Sarah Slade is coming to the area on behalf of the Landowners' Association to see whether the ferry could be used as part of the National Coastal Path. b) Alde/Ore Estuary Partnership: Following negative reactions from local people to the concept of Enabling Development, no planning applications for such will be put in before November 2018. Other funding campaigns are on-going. c) Bawdsey Coastal Partnership: The initial study to look into the causes of erosion at East lane has been completed and an executive summary has been drawn up. A meeting is going to take place between BCP, the EA and Natural England to see which aspects of Stage 2 they are willing to take on board and how it will fit into the Shoreline Management Plan. Their approach to Managed Retreat should be clarified. No date for a review of the SMP has been made. The shingle has built up along the beach at East Lane. Its AGM will take place in March.</p> <p>iv. Emergency Plan: Jason Horncastle Chair of the Emergency Committee and Rob Johnson tested an aged walkie-talkie set and found it lacked adequate coverage. Clerk to tell JH that the council has budgeted for 4 new walkie-talkies and that this money should be spent before the end of March. They cost in the region of £150 each and a licence costs £75. These are needed to enable communication between Bawdsey, Alderton, Shingle Street and Bawdsey Manor. Monies for new emergency LED lights have been budgeted for. Alderton PC may also contribute to these costs.</p> <p>v. Scottish Power: Work at the landfall site for Horizontal Directional Drilling is planned to start in February and will hopefully be completed in mid-May. The HDD drilling in this area is under the River Deben, the Queen's Fleet and the Landfall site. There will be no HDD under Ferry Road. SP will be excavating across Ferry Road to install the cable ducts. The latest plan is to use the HDD from 0700 to 1900hrs, 7 days a week. All generators will be housed in sound-reducing enclosures and will be within permitted noise levels. Lighting will not be intrusive to surrounding private property. All lighting will be adjustable so that it can be focussed on the working areas and not over unnecessary wider areas. There will be a permanent vehicle washer on site. This will be used to wash vehicles before they return back onto Ferry Road. This should help reduce the need to continually sweep Ferry Road. More traffic will be using the haul road from Ramsholt than coming through Alderton. Clerk to request online that</p>	<p>Clerk</p> <p>Clerk</p>
<p>7. To receive an update on issues relating to the Amenity Site: a) Pond refurbishment: Peter Ross of Norse reported back on the satisfactory dredging of the pond. Oxygenating plants will be planted in and around the pond. The surrounding vegetation will be mown but allowing for a fringe of longer vegetation around the pond itself. The picnic area in front of the pond which has been a little worn with the recent tree and pond works will recover over the spring and summer and will be cut as normal. Hopefully by mid-summer the pond area should look very pleasing and</p>	

<p>the pond will be host to some wildlife. Chairman AB thanked Clls RT and BJ for their involvement in this matter. b) Sale of Disabled Toilet Block and Velux Windows: Clerk advertised these items in the EADT but had no takers. SCDC will be informed and asked if they could be used these items themselves. c) Parking Charges Consultation: Clerk responded to the consultation, highlighting concerns about the state of the amenity area and the general problem of parking along the riverside, sharing the council's opinion that these issues should be looked into as a whole.</p>	
<p>8. To review Highways Issues including consideration of measures to control speeding: Highways confirmed that the PC will have to pay for any new 30mph roundels to be painted on the road which will cost in the region of £200 each. Councillors agreed the village could benefit from one along the stretch of road running past the church. Clerk contacted the Alderton clerk to gauge interest in sharing a SID device with them but Alderton PC is not interested in acquiring one. Clerk contacted SCC Highways to ask about a licence to enable villagers to clean up repeater signs and cut back greenery. The response was that a new scheme is being piloted at the moment and more information will be forthcoming in the New Year. Clerk was asked to order a new 30mph roundel and replacement repeater 30mph signs beyond High House Farm and along East Lane before the primary school. It was thought the dustbin stickers are having a positive effect. The one-legged Bawdsey sign at the entrance to the village has been hit once again and was swung round. It should either be replaced or secured more effectively by cementing the base. Clerk to report to Highways.</p>	<p>Clerk</p> <p>Clerk</p>
<p>9. To receive update on new Data Protection Measures and recommended future actions: Clerk shared recommended actions for councillors to ensure they are legally compliant with the new measures which take effect in May 2018. Councillors were advised to have a separate email for their council work, to password-protect their computers, to shred any out-of-date documents and to take care when forwarding emails. Clerk has expressed interest on behalf of the PC in outsourcing the role of Data Protection Officer to the agency DPO via SALC. It is still not entirely clear whether the council should have to appoint an external data protection officer or whether the clerk could fulfil this role.</p>	
<p>10. To receive update about Tin Chapel on PGL land: Trustees of the East Suffolk Building Preservation Trust agreed that they would drive the project forward, identify uses for the restored structure and prepare a document to send to PGL with an indication of the land they would ideally acquire. One of their trustees is currently preparing this document, and once this has the backing of all trustees it will be sent to PGL.</p>	
<p>11. Planning Issues:</p> <p>i.) To receive any updates on outstanding applications: Council approved all the applications from PGL following a site visit at the beginning of January.</p> <p>ii.) To approve the statement of intent of the Community Land Trust: The council unanimously approved the wording of the statement of intent (which can be read on the village website) which gives the members of the CLT assurance that all the villages on the peninsula are willing to work together to enable the body to be effective in promoting local affordable housing for local people.</p> <p>iii.) To receive update about Orwell Housing: Orwell Housing is holding a public meeting on Wednesday 21st February to showcase their plans for a new housing development along The Street below the Bawdsey Farm Estate. This is a drop-in event allowing local people to ask questions about the proposed development. (The council has not yet received a formal planning application). Councillors discussed the condition of the hedge fronting the site noting that it was not in a particularly good condition although it does house some wild life. It was apparently planted 37 years ago.</p>	

<p>12. a) To review necessary steps for progressing the new village sign: Clerk presented the council with a paper showing what work has already been done on the project and what still needs to be done. The project is almost ready to go ahead with scaled plans having been drawn up and two quotes received to date. Council reiterated its approval of the sign and Andrew Block volunteered to oversee the project along with the clerk. Clerk was asked to commission wind and foundation calculations for the structure from a structural engineer and a working design. SCC Highways has advised the PC to request a street furniture licence. Brenda Butterworth is happy for the sign to be installed on the Green outside her house. Planning consent will now be sought</p> <p>b) To decide fund-raising approaches including a possible grant from BPC: The council agreed to donate £500 from its reserves towards the village sign. Clerk to ask the Alfred Williams Trust if they would divert their grant for BQVC or part of it to the sign project. Clerk to advertise the sign in February's Bulletin and organize a fundraising event where donations are sought. (A Coffee morning is to take place on Saturday 17th February from 10-11.30am)</p>	<p>Clerk</p> <p>Clerk</p>
<p>13. Finance: To finalise budget for 2018-19: Councillors agreed to add £250 to donations for the ferry link and £250 for traffic calming measures. £500 would be taken from reserves to fund the village sign. The budget was then approved. b) To authorize payments as listed below. Cheques were written for items i-vi. Cheques vii and viii were written subsequently.</p> <ul style="list-style-type: none"> i. SCDC (November Bulletin) £25.13 ii. SCDC (Dec/Jan Bulletin) £35.87 iii. Clerk's wages: £384.00 iv. Payment of Locality Grant to Jenny Webb for her children's book: £500.00 v. Clerk's expenses: £75.80 (Archant advert in EADT) vi. Bawdsey Village Hall: £250 for annual rent vii. Repayment of Alfred Williams Grant: £3,000 viii. Repayment of Lord Belstead Trust Grant £1,000 	
<p>14. Matters to be brought to the attention of the council: Cll Mark highlighted the lack of a crossing for blind people at Anson Road, Martlesham. She also shared the view from the Disabled Forum that a walk-in facility at swimming pools for the disabled is preferable to a hoist. The parish council is raising the matter of residents having to vacate property at Bawdsey Manor Farm Estate from 5th January to 17th February with SCDC Planners. Cll Rouse told the council that he will be away on holiday until the second week of March. Clerk reminded councillors of the joint meeting of parish councils on Thursday 22nd February at Bawdsey Village Hall. An agenda will be sent out nearer the time.</p>	
<p>15. To review key dates for 2018 including a new date for the APM: APM will now be on Thursday 19th April and AGM Wednesday 16th May</p>	
<p>Date of next meeting: Thursday 15th March 2018</p>	
<p><i>Meeting ended 10.00 pm</i></p>	

Signature:

Date:

Andrew Block - Chair of Bawdsey Parish Council