

Bawdsey Parish Council

Minutes of the Regular Meeting of the Parish Council

Wednesday 13th January 2016 at 7.00pm; Bawdsey Village Hall

In Attendance –Acting Vice-Chairman Tony Osmanski (TO), Clls Rawdon Saunders (RS) Liz Mark (LM), Richard Tricker (RT), Mark Dovey (MD), Chris Mann (CM) SCDC Cllr Christine Block (CB), Jenny Webb (Clerk)

Members of the public: Three members of the public present but no issues raised

Meeting called to order by Acting Vice-Chairman Tony Osmanski at 7.00pm.

1. Open Forum:

Action:

2. i. Current activities at SCC –see report.

- Cll Andrew Reid’s report highlighted the Fire and Rescue Service Consultation which can be carried out by any parishioners online. See <https://www.suffolk.gov.uk/emergency-and-rescue/fire-service-redesign>. Closing date is 22nd February. There will be a reduction of full time fire crews. Woodbridge and Orford fire stations should not be affected.
- A new campaign called Sugar Smart is being launched to educate parents about the dangers of too much sugar consumption.
- There has been further educational progress within the county.

ii. Current activities at SCDC: (CB arrived at 8.15)

- Coastal Community Teams: The CCT for the Deben Peninsula has £10,000 for the purpose of setting up an economic plan is to be submitted by the end of January. There is an event at the Suffolk Punch Trust on Wednesday 20th January at 10am for a draft presentation. (TO to attend)
- Cll Block strongly recommended Bawdsey undertake a Neighbourhood Plan with its smaller neighbouring villages such as Alderton and Shottisham.
- Flood defences: The Environment Agency is going to pay for additional flood defences for Flood Cell 4 in Shottisham. It is therefore greatly to be desired they will do the same for FC 1 and help develop a plan for Bawdsey Marsh. Millions will be needed for East Lane sea defences. The EA could contribute 1m.

3. WSNT update: Report enclosed. The police budget for 2016-7 will be cut resulting in reductions in staffing levels. The number of PCSOs will drop from 7 to 3; no late shifts will be worked and they will have to apply for their own jobs. Police will no longer be reporting individual crime figures which can be accessed via the Suffolk Police website. See page 1 of report for details. Unless it is an emergency, all crimes should be reported via the 101 number. To contact police for non-emergency issues, people should use the WSNT email to voice any concerns. Police mobile unit will continue coming to the village until the end of March from 8.45-10.15am on Jan 21st, Feb 11th, March 3rd and 24th. Continuation of these visits will depend on police budget. Clerk was asked to send a letter of thanks to local PC Andy Warne on his retirement ccing Sergeant Scott Cullum.

Clerk

<p>4. Chairman's Welcome and Apologies for absence. Cll Brian Johnson</p>	
<p>5. Councillors' Declaration of Interests: Cll RT declared an interest in the discussion of the Windfarm plans by Scottish Power.</p>	
<p>6. Signing of Minutes as a true record:</p> <ul style="list-style-type: none"> I. <i>Parish Council Meeting held 18th November 2015</i> II. <i>Planning Meeting held on 3rd December 2015</i> III. <i>Planning Meeting held on 7th January 2016</i> <p>Cll R Saunders asked for an amendment to the PC Minutes relating to Emergency Lighting in the VH which will be purchased not have been purchased. The Minutes were then all signed as an accurate record.</p> <p>7. Progress Reports:</p> <ul style="list-style-type: none"> i. Clerk's report, incl. finance report: The Clerk presented her reports (see attached). ii. Village Hall & Recreation Ground Committee update: <ul style="list-style-type: none"> • An allotment agreement with the Fosters has now been signed with an annual rent of £50. A proportion of the land is available for someone else to use. • Following a report on the trees in the Memorial Ground, the trees have been pruned as recommended • The Constitution of the VHRG is being changed to reflect the greater number of trustees on the committee • Rules have been altered to allow a trustee to be paid up to £1000 annually • The separate nature of the VHRGC from that of the Parish Council was reiterated. The former is a charity with different guidelines for dealing with FOI requests than the PC which is the Custodian Trustee of the VHRG and holds the deeds on behalf of the VHRGC. RS asked that any request for information relating to the VHRGC should be forwarded to him. • The VHRG has to be included on the council's asset register but with a nil value iii. Bawdsey Community Amenity Area update: Acting Vice Chair TO submitted a report (enclosed) from the Working Group recommending the Parish Council agree to spend the grant of £25,000 from the Community Revival Fund on the procurement and installation of pilings for the Visitors' Centre building before the deadline of 31st March 2016. This will be subject to authorisation from SCDC as the landowner. Chick and partners, consultant engineers, have produced a specification for the works, have invited tenders from three companies and have recommended the best company following the tendering procedures as laid down in the FSO of BPC. Any residue from the grant would be spent on engineers' fees. A meeting is taking place on 19th January with SCDC to seek their approval to authorise the works. No transfer of land will take place until the parish council has formally agreed the final Business Case and entered into a legal agreement with SCDC. A special event to celebrate the installation of bird/bat boxes on the amenity site will take place in February. Clerk to advertise this in the Bulletin. iv. Coastal Protection Issues: a) Bawdsey Coastal Partnership: BCP presented its report (enclosed) Coastal erosion at East Lane and Bawdsey Cliff is worsening. The Environment Agency is currently undertaking emergency work at East Lane which will take a number of weeks entailing the closure of the car park at East Lane. A report by Mott MacDonald on the coastal processes has been finalised but a separate more 	<p>Clerk</p>

<p>detailed report has been commissioned, undertaken by coastal drift experts HR Wallingford, funded by the Crown Estate. It is planned to hold a meeting with the community in the spring to present these findings. b) Alde/Ore partnership: The public consultation on the AOEP draft estuary plan has been completed; 70 to 80 people attended each drop in meeting. Written comments are now being reviewed for preparation of amendments to the report. SCC will then review any amendments. It's a long extended process but a necessary one to obtain approval from the Statutory Authorities. Other background business proceedings include the approach to Enabling Development.</p> <p>v. Emergency Plan: At the meeting held on 30th November Jason Horncastle agreed to take on the Chairmanship of the EP Group from BJ with Tony Street as Deputy. BJ has drafted a revised Emergency Plan as advised by Joint Emergency Planning Unit. JH is to prepare final document for submission to JEPU. Cll Liz Mark asked that a notice be prepared to put on the Emergency cupboard in the VH. Another set of keys will be purchased. A defibrillator should be arriving at the end of January and installed in front of the hall. Training sessions to use it will be organised. RS asked about insurance implications since best practice is to keep the unit unlocked. More volunteers are needed and a request for such will be advertised in the Bulletin.</p> <p>vi. Scottish Power update: No reply has been received to the letters sent to Scottish Power in November. Clerk has forwarded them to Joanne Young, Stakeholder Manager with Scottish Power. (Replies to the letters arrived on Saturday 16th and were handed to Cll RT for his perusal)</p>	<p>Clerk</p> <p>Clerk</p>
<p>8. Finance: i. To authorise the following payments:</p> <p>Clerk's wages: £429.55 Clerk's expenses: £5.69 Cll Richard Tricker (Travel Expenses) £17.10 Cll Liz Mark (Travel expenses) £17.10</p> <p>ii. To approve draft budget and setting of precept: Clls discussed the draft budget recommended by the Finance Committee. An additional sum was added for a Local Housing Needs Survey and a Neighbourhood Plan and membership of LCPAS, an advisory body for councils. TO proposed acceptance of the budget and RS seconded. Both the budget and an increase in the precept from £6,600 to £6,900 were agreed unanimously.</p> <p>iii. To consider acceptance of recommendations by Bawdsey Quay Visitors' Centre Working Group regarding the spending of the £25k grant from Community Revival Fund: Following the update from Cll TO (see above), the council unanimously accepted the WG's recommendations. TO proposed and LM seconded.</p> <p>iv. To consider requests for donations from Disability Advice Service, East Anglian Air Ambulance and Headway: Councillors voted to spend the last of their charitable donations budget on the East Anglian Air Ambulance. Clerk to write a cheque for £85</p> <p>9. To review Financial Standing Orders and internal audit procedures: Clls decided to leave</p>	<p>Clerk</p>

<p>this to the Finance Committee to review and make recommendations before bringing them to the next PC meeting to be confirmed.</p>	<p>Finance Committee</p>
<p>10. To approve Local Housing Needs Survey: Clls considered two alternative surveys, an 18 page one administered by CAS and a 2 page survey previously used by BPC. It was decided in principle to carry out the shorter survey with Alderton Parish Council if they are agreeable.</p>	<p>Clerk to liaise with APC</p>
<p>11. To consider Highways Issues: Clls RT and RS reported back on a visit that morning by Malcolm King from Highways who reviewed highways matters including a 20mph speed limit on those parts of The Street without a pavement and drainage issues. He confirmed he would a) clear out drains at the side of the road by sucking out the mud b) drains that have small soakaway provisions to be water jetted clear. (These are the small drains set into curb stones probably blocked with mud and debris.) c) Trenches/gullies to be re-cut into the verges. This is done on an annual basis. Apparently it is late this year but will be happening. RT asked that the trenches be cut through to the ditches and not left short as last year. He was told that this would be done by their outside contractor.</p> <p>He agreed to carry out a traffic survey in the summer and recommended looking into purchasing a VAS-Vehicle Speed Indicator or Smiley face scheme possibly with Alderton for shared use. Suffolk Coastal will have to do survey first and would indicate points where this would be placed. BPC would be responsible for moving and storing it.</p> <p>12. To consider a decorative sign for Bawdsey: Cll RT proposed BPC look into commissioning a decorative sign to reflect various aspects of the village. Concerns revolved around cost, location and design. Cll MD seconded this and Clls agreed RT progress this matter by further research into cost and design. It could be paid for by enabling grants from CB and AR.</p> <p>13. Updates on Planning: Vice-Chair TO told councillors he would be speaking at the Planning Committee the following day on the proposed housing development on School Meadow when he would reiterate the council's opposition to the scheme. No new planning applications have been received.</p> <p>14. To co-opt new Councillor: Since no ten parishioners have asked for an election, the council would seek to co-opt a councillor to replace David Baker. Clerk to place an item in the Bulletin.</p> <p>15. To consider a Neighbourhood Plan: Cll CB stressed the importance of such a plan to give the council greater autonomy over its future. Councillors agree to ask Heather Heelis, Clerk to Rendlesham PC to give the council a presentation at their next meeting. (Rendlesham has such a plan).</p>	<p>RT/Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>16. Matters to be brought to the attention of the Council: Cll Liz Mark circulated recommendations from the Disability Advice Conference on access to public space and places for the disabled.</p>	
<p>Next Parish Council Meetings: Wednesday 9th March; Annual Parish Meeting April 13th; AGM 11th May; 20th July, 14th September and 16th November</p>	
<p><i>Meeting ended at 9.25pm</i></p>	

Signature:

Date:

Tony Osmanski, Acting Vice-Chair of Bawdsey Parish Council

Draft until Signed