

Bawdsey Parish Council

Minutes of the Regular Meeting of the Parish Council

Wednesday 22nd July 2015 at 7.00pm; Bawdsey Village Hall

<p>In Attendance – Brian Johnson (BJ), David Baker (DB), Rawdon Saunders (RS) Liz Mark (LM) Chris Mann (CM), Tony Osmanski (TO), Richard Tricker (RT), Mark Dovey (MD), SCDC Cllr Christine Block (CB), SCC Cllr Andrew Reid, Jenny Webb (Clerk)</p>	
<p>Members of the public: Four</p>	
<p><i>Meeting called to order by Chair BJ at 7.05pm.</i></p>	
<p>1. Open Forum: Barrington-Phillips explained their reservations about planning application DC/15/2287/LBC Generator House, change of use dwelling. Discussion below.</p>	<p>Action:</p>
<p>2. Chairman’s welcome & apologies for absence – Apologies from Karen Clabburn (WSNT)</p>	
<p>3. Councillors’ Declaration of Interests: TO as School Governor of Bawdsey Primary School, RT and CB who live near the landfall site of Scottish Power groundworks for Windfarms 1 and 3.</p>	
<p>4. i. Current activities at SCC – report enclosed:</p> <ul style="list-style-type: none"> AR highlighted certain aspects of his report, namely the Raising the Bar initiative, intended to raise educational achievements; the We are Listening project initiated by new SCC leader Colin Noble and the pre-consultation exercise which seeks the public’s views towards the Fire and Rescue Service which is facing major financial cuts. He said he would reply personally to concerns raised by Cll TO regarding the long-term future of Bawdsey Primary School. With regard to the Woodbridge Police Station, he confirmed they are likely to be moving to their new combined fire and police base at the fire station premises and closing the old station by mid-August. 	
<p>ii. Current activities at SCDC:</p> <ul style="list-style-type: none"> CB reported that Deben Ward has been chosen as one of two Coastal Community Teams set up to look at an effective economic revival in the area and to develop employment opportunities. It benefits from £10,000 for this purpose and will be eligible for further funding. It is looking particularly at the Green Tourism economy in order to extend the tourism period. The team meets for the first time next week to discuss initiatives. The Deben Estuary Plan has been endorsed by the District and County Councils and the Regional Flood Body. It is the first of its kind to be undertaken in the whole of the country and will be launched at Felixstowe Ferry Yacht Club on 31st July at Noon. Councillors are invited to attend. The DEP and other partners at SCC, SCDC, the Environmental Agency and the internal drainage board are to research ecosystems services specifically to look into the value of salt marshes and to ascertain whether it can be marketed as “Natural Capital”. European funding is available and partnership opportunities with France. The DEP has benefited from £10,000 surplus to flooding compensation funds and is supporting local businesses including a new smokehouse in Falkenham and one which promotes autumn boat trips for bird watchers. The development of a nationwide coastal path is underway. In Suffolk the leg runs from 	

<p>Lowestoft to Aldeburgh. It is hoped that local ferries could be used to cross the estuaries instead of having to go inland. Year round ferry crossings will be assessed. Natural England is keen to listen to local views.</p> <ul style="list-style-type: none"> • Regarding planning applications, changes to procedure have been put forward by SCDC which will entail planning officers taking more decisions under delegated powers meaning fewer will go to committee. If a parish council has a contrary view to that of the planning officer and is backed by at least three residents, it can go to planning committee. Greater rigour will be needed when opposing an application, citing relevant policy numbers from the Local Plan. Planning committees have been reduced from two to one, meeting every three weeks so extensions may not be allowed. Cll Block recommended that any contentious planning applications should be flagged up asap to enable her to prepare a case for submission to Committee Chairman at SCDC in a timely manner. • A new planning officer, based in the Waveney division, has been appointed who will be dealing with Scottish Power wind farms. • A Tree Survey report for the Amenity site area has been completed. • Answering queries from parish councillors, CB said that grants to sustain salt marshes are not necessarily limited to just the Deben. A licence could cover a number of areas. She confirmed that there had been no problems with travellers in this area to date but cautioned vigilance. 	
<p>5. Woodbridge and District Safer Neighbourhood Team update – (Report attached) BJ highlighted the service Police Connect which residents can sign up for to alert them to local crimes.</p>	
<p>6. Signing of Minutes as a true record:</p> <ul style="list-style-type: none"> i. <i>Annual Parish Meeting held 14th May 2015</i> ii. <i>Annual General Meeting held on 20th May 2015</i> <p><i>The Minutes were approved by the PC and signed by Chair BJ.</i></p> <p>7. Progress Reports:</p> <ul style="list-style-type: none"> i. Clerk’s report, incl. finance report: The Clerk presented her report (see attached). The following points were made in relation to the report. <ul style="list-style-type: none"> • Councillors were asked to send in a short biography for the website which Cll RT is now assisting with. • The new parish notice board is being installed this weekend. Plans to install the replacement <i>No Overnight Parking</i> sign at East Lane have been on hold until a new byelaw was discussed relating to the vandalism of the previous sign. NB Both have now been installed • Councillors approved the clerk attending a budget-setting workshop at Salc. • Grants for planting a scattered orchard could be publicised in the bulletin to see if there is any interest. • The opportunity of having the Suffolk Philharmonic Orchestra coming to the area to give a concert was welcomed and Clerk was asked to liaise in this matter with other villages on the peninsula particularly Alderton with its large church space. • The idea of having a survey of non-listed buildings in Suffolk was strongly welcomed particularly with the wealth of historic buildings in Bawdsey built by the Quilters. BJ is to put together a letter of support. 	<p>RT</p> <p>Clerk</p> <p>BJ</p>

<ul style="list-style-type: none"> • Clerk will liaise with Cll RT following his website training to update the Bawdsey Village website to reflect best practice. • Financial report (see attached) was agreed by all councillors. The BCAA account report is now separate from that of the current account one. <p>ii. Planning matters update: Application DC/15/1825/LBC relating to the installation of new roof lights at The Old Stables was rejected by SCDC despite having been supported by the parish council. Councillors discussed application DC/15/2287/LBC Alterations to the Generator House and Change of Use to Dwelling. Councillors were in favour of the application with a few conditions relating to additional screening for privacy, assurance about contamination and adequate drainage. In addition a full archaeological survey should be asked for with the results being sent to the Suffolk Record Office. Proximity to the shoreline and potential erosion of the cliff could also be mentioned. A new planning application has been received and a meeting to discuss this will be arranged. Councillors noticed that 2 Quay Cottages was having new roof lights installed and asked whether planning was needed to do this. Clerk to ask Planners at SCDC.</p>	Clerk
<p>iii. Village Hall & Recreation Ground Committee update: BJ requested a copy of the VHRG end of year accounts after they have been presented at the VHRGC AGM. RS reported that the Fete had been a great success and emphasised how necessary this event was to raise funds for the upkeep of the VH and RG. The second funding stream is from hiring out of the Village Hall. Since the Parish Council and its various sub-committees met 38 times last year, RS requested its annual payment of £125 a year should be increased to reflect this additional usage. The use of electricity by BPC was £90.90 and it was possible that more energy had actually been expended. This request will be put on the agenda of the next financial committee.</p>	Clerk
<ul style="list-style-type: none"> • A Garage and Car Boot Sale is taking place on 20th September on The Street in aid of the Amenity Site from 10am-2pm. RS to take bookings. • The trees in the Memorial Ground have been given a clean bill of health but will need tree surgery. • Caroline Fiddes is the new bookings secretary. Tel: 410069 <p>iv. (DEP) Deben Estuary Partnership update: See CB's oral report above.</p> <p>v. Bawdsey Community Amenity Area update: Chair Peter Wain has sent in a Position Statement as requested by the parish council's finance sub-committee. BJ confirmed £180,000 has been set aside by SCDC to cover the costs of bringing in an independent water/sewage supply to the site; soil tests have been completed which have been sent to the structural engineers and architect. An application has been made to Anglian Water and a request made for information about the size of pipes needed. Other adjacent properties have expressed interest in being included in this project. Fundraising is ongoing with the sale of bat/bird boxes. Andy Jarvis, new Strategic Director at SCDC has inspected the site and been introduced to the BCAA committee. Discussion took place on ways to take the project forward. Andy Jarvis said he would look at possibility of appointing an SCDC Project Officer to guide PC through tendering and construction process. BCAA is one of</p>	RS Clerk

	<p>several amenity sites that SCDC has passed on to parish councils. It was also stressed that a sound business case will have to be made by BCAA highlighting the multiple benefits to accrue from this project. Examples from successful applications should be looked at.</p> <p>vi. Coastal Protection Issues: East Lane Update: Bawdsey Coastal Partnership is still awaiting publication of the report commissioned by the Environmental Agency from Motte MacDonald regarding the state of coastal protection in this area. It is expected in September. BCP has sent a response to Mott McDonald’s draft report to the EA. CB to forward the relevant papers to TO, LM,BJ and CM who are attending a meeting arranged by the BCP at Alderton on Saturday 26th at 4pm. BCP is seeking donations of £2,500 from parish councils affected by flooding. Consultant to advise on design of a terminal structure to the rock protection north of East Lane.</p> <p>CB advised the parish council to bear in mind that the current “Shoreline Management Plan can be subject to amendment with policy reviewed every five years.</p> <p>vii. Wind Farm Update: Scottish Power is starting work on its East Anglian 1 in 2017 with major ground works to be installed in the region of Ferry Road. Cll RT and Sandra Carter attended the open presentation in Woodbridge Library and put forward a list of questions about EA 1 which has been forwarded to Scottish Power head office for their definitive response. They also raised questions about EA3 which BJ will approve before they are also sent off. A major concern is that SP has changed the access point for the laying of ducts for phase 3 of the project. The access road is on a bend on Ferry Road and therefore potentially very dangerous. They will also eventually be digging up the road to lay pipes rather than tunnelling which was the initial approach. There will be no mitigation for the very significant disruption which will ensue especially with heavy farm traffic and traffic to Bawdsey Manor which includes frequent coaches. SP will have access at this point for up to 10 years.</p> <p>viii. Finance Sub Committee Minutes: BJ highlighted the change to the clerk’s contract and salary which is now more in line with national pay rates as laid down by the JNC and approved by NALC. Given the lateness of the hour, he suggested approving of the minutes should be held over until the September meeting since it included changes to the budget which needed wider discussion.</p>	<p>CB</p> <p>BJ</p>
<p>8. Charitable donations: Ten charities have asked for donations this year. Councillors chose four to receive £100 each. These were the Bawdsey Radar Trust, SARS, Age UK Suffolk and Felixstowe Coastal Patrol. Cheques will be forwarded to these charities.</p>		<p>Clerk</p>

<p>9. Decision on instituting a bye-law to prevent overnight parking at East Lane and Bawdsey Quay: CB advised that a single byelaw would be best to tackle illegal overnight parking in a number of sites in Bawdsey and Shingle Street. This could be a long process which could take 12-18 months and the council would need assistance from SCDC. Enforcement could be an issue but it would act as a deterrent. The council decided to ask the BCAA WG to look at the issue in the first instance and investigate the process involved.</p>	<p>WG</p>
<p>10. Instant Access Savings Account: Clerk is to look into the advisability of setting up an instant access savings account and report back to September's meeting.</p> <p>11. Asset Register: Clerk shared the newly drawn up asset register with councillors. The Memorial Gardens was added to the list which will be circulated to councillors for their final approval at the next meeting.</p> <p>12. Decision to seek Foundation Status of Local Council Award Scheme: Clerk will circulate the criteria for obtaining this award which will be discussed at September's meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>13. Matters to be brought to the attention of the Council: Cll LM reported back on the last SALC area meeting on 15th June which included discussion of the new CIL rules, the survey of non-listed buildings for conservation purposes, raising funds for improved infrastructure and the prioritisation of Community Enabling. She also mentioned that she thought the recent councillor training for new councillors was very worthwhile.</p>	
<p>Next Planning Meeting: Monday 3rd August at 10am in the Village Hall to discuss planning application DC/15/2657/FUL Two storey rear extension to Laurel House, 14 The Street, Bawdsey</p>	
<p>Next Parish Council Meetings: Wednesday 23rd September and Wednesday 18th November at 7pm</p>	
<p><i>Meeting ended at 10.15pm</i></p>	

Signature:
Brian Johnson- Chair of Bawdsey Parish Council

Date: