

**Bawdsey Parish Council**  
**Minutes of Bawdsey Parish Council Meeting**  
 Held Wednesday 27<sup>th</sup> July 2022 – 7.00pm  
 at Bawdsey Village Hall

**Present**

Cllr Andrew Block (Vice-Chair), Cllr Andrew Rouse (Chair), Cllr Brian Johnson, Cllr Chris Mann, Cllr Clare Walker, Cllr Richard Tricker, Cllr Robin Johnson, Cllr Robert Thurkettle (via Zoom)

Tina Hughes (Parish Clerk)

5 Members of the public in attendance

	<b>Agenda Item</b>	<b>Resolution/Agreement/Fact</b>	<b>Action</b>
1.	<b>To elect a Chair for 2022/2023 and the signing of the Declaration of Acceptance of Office</b>	Following Cllr Andrew Block's formal resignation a new chair needed to be elected. Clerk asked if anyone would be interested or for any nominations, Cllr Andrew Rouse stepped forward and advised he was prepared to stand as chair. Cllr Clare Walker nominated and Cllr Richard Tricker seconded Cllr Andrew Rouse as chair, all were in agreement. Cllr Andrew Rouse signed the Declaration of Acceptance of Office and Chaired the meeting Cllr Andrew Rouse thanked Cllr Andrew Block for all his hard work as chair	<b>None</b>
2.	<b>To receive Apologies for absence</b>	Cllr Andrew Reid (SCC), who is on annual leave and Cllr James Mallinder (ESC), who is at full council, sent their apologies and Cllr James Mallinder sent a statement to be read. Both have sent newsletters, which were circulated to councillors and will be added to the website	<b>Clerk to arrange newsletters to be posted to website</b>
3.	<b>To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)</b>	Cllr Richard Tricker – Scottish power Cllr Rob Thurkettle – School Governer	

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4.	<p><b>Public Participation (10 minutes)</b> – an opportunity for parishioners to briefly raise matters of concern</p> <p>a. Reports or comments from public</p> <p>b. Reports from County and District Councillors</p>	<p>Member of the public advised they have been taking photos of the Quay, showing the traffic, parking along ferry Road and empty East Suffolk car park, which caused an issue with a gentleman, this was brought to the attention of Cllr James Mallinder, who sent police officers down to speak with the gentleman</p> <p>Member of the public - Have noticed speed indicator device has not been working – Cllr Rob Johnson advised this is due to batteries, will be discussing later and requesting money for replacement batteries</p> <p>Member of the public - Feel £50,000 is a lot of money for resurfacing the playground and would like to know has a survey been done to find out how often it is used and who by, also has anyone looked at other playgrounds to find out what they have done, some have been radical, like Campsea Ashe, happy to volunteer to look at others – Cllr Rob Johnson advised a survey/consultation will be done to establish people's thoughts on the solutions they are looking at and if any other ideas or solutions could be brought to the attention of the recreation committee and council this would be appreciated.</p> <p>See note above re reports/newsletters from County and District councillors</p>	
5.	<p><b>To elect a Vice-Chair for 2022/2023 and signing of the Declaration of Acceptance of Office</b></p>	<p>Councillors were asked if anyone was willing to stand as vice-chair, Cllr Andrew Block stepped forward, nominated by Cllr Clare Walker and seconded by Cllr Chris Mann, all were in agreement, declaration was duly signed</p>	
6.	<p><b>To agree and sign Minutes of meetings dated 24th March '22 as a true record.</b></p>	<p>The minutes of 24<sup>th</sup> March 2022 meeting are accepted and correct with the following amendment: Page 6, agenda item 11, Discuss East Lane Coast Path, change 'want it there' to 'want it along the cliff top from East lane to PGL – Bawdsey manor' Moved by Cllr Andrew Block and seconded by Cllr Chris Mann, all in agreement</p>	<p><b>Clerk to arrange for minutes to be added to website</b></p>
7.	<p><b>To receive a report on School Parking for the Future – Rob Thurkettle</b></p>	<p>Following a governors meeting at the school, would like to know who owns land opposite school and if it has been asked before, could the land be used for parking on a 99 year lease? The new school year will see 15 members of staff with only 7 parking spaces available in the new car park and with the new kerb in place, after building work has finished, cars will need to park in road, making it very</p>	



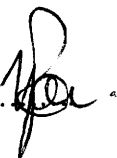
9.	<b>To discuss SALC planning process survey and if appropriate for us to complete</b>	Survey discussed, general consensus that unable to consent to planning application with suggestions as this will come up as an objection to planning, unsure East Suffolk planning department take parish councils comments into consideration anyway, maybe the only way to be heard about concerns would be to answer relevant parts of the SALC survey, as they may hold more sway.	<b>Cllr Andrew Rouse to look back over report and complete the relevant sections</b>
10.	<b>To discuss and decide response to Short Term Holiday Let Questionnaire from NALC</b>	Not an issue at moment, but maybe something to keep an eye on, as peninsular is becoming a popular place to live and holiday	<b>Cllr Andrew Rouse to look back over report and complete</b>
11.	<b>To discuss AONB Coast and Estuary wardens, their current roles and any additional items they could be reporting on</b>	<p>Cllr Brian Johnson advised he has been volunteer warden at Shingle Street for a number of years, they are looking to widen what is currently observed and report on. Ideas to feedback on could include visitor numbers, parking, dead wildlife and breeding areas for birds. Cllr Andrew Block would be happy to respond to the email in discussion with Cllr Brian Johnson, Cllr Richard Tricker (also a volunteer warden) and Christine Block (Deben Estuary Partnership)</p> <p>Cllr Rob Thurkettle suggested asking warden to come along to next meeting to give short presentation on the warden's role and how the information collected is used.</p>	<p><b>Clerk to resend email to Cllrs Andrew Block, Brian Johnson &amp; Richard Tricker and Christine Block</b></p> <p><b>Cllr Andrew Block to respond to email</b></p> <p><b>Clerk to email ESC AONB to ask for someone to attend next meeting</b></p>
12.	<b>Progress Reports</b>		
	a. Clerks Correspondence update	Email received regarding Melton, Woodbridge and Deben Peninsula Community Partnership and if we would like to attend future meetings, Cllr Clare walker to attend next meeting 16 <sup>th</sup> August, 6pm at East Suffolk Offices in the Deben Rooms	<b>Clerk to forward email to Cllr Clare Walker</b>



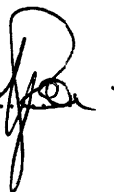
		<p>Jubilee Torch Relay – Suggestion was made that one of the photos be enlarged, framed and hung in the village hall, Cllr Rob Johnson advised the Village Hall committee could see no objection. A4 size photo</p> <p>Email received from PKJ Littlejohn, external auditors, advising all accounts were in order, so no further action was required</p>	<p><b>Clerk to arrange for photo to be enlarged and a frame purchased</b></p>
	<p>b. Village Hall and Recreation Ground Committee update (Cllr. R. Johnson)</p>	<p>As discussed earlier, waiting for final inspection and then will present quotes for different surfaces and suggestions, put something in the bulletin and then agree a way forward. Have managed to get grants and funding totalling £40,000, but may need to do some fundraising in village for any additional funding needed.</p> <p>Summer party has been arranged for 27<sup>th</sup> August at Village Hall, 7pm to 11pm, pop-up pub, food and music, Cllr James Mallinder to come and plant oak tree, one bench has arrived and awaiting a picnic bench.</p> <p>Tennis courts have been resurfaced, new lines added and ready for 100 plus members. Is an issue with one tennis court not being locked, ongoing issue, have tried combination locks, keys and sent emails to members to remind them to lock, still a problem, members list has been pulled and may use to monitor who is actually on the courts</p> <p>No village Hall committee meeting until September</p> <p>Cllr Andrew Block made an observation, that people lead very busy lives and think that maybe a sum of money should be set aside each year in the budget, from both the parish council and village hall/recreation committee, to pay someone to do odd jobs around the village, for example, clear leaves from the play area, look after planters at Quay, if purchased, maintenance jobs around parish</p>	



	<p>c. Coastal Matters: Updates on i) Deben Estuary Partnership (Cllr. Block)</p> <p>ii) Bawdsey Coastal Partnership (Cllr. Rouse)</p> <p>iii) Coastguard report (Cllr. R. Thurkettle)</p> <p>iv) Deben Marine Centre (Cllr. Block)</p>	<p>Looking for new trustees</p> <p>Nothing to report</p> <p>Busy times still, seeing more visits to the coast, rescues appear to be local people rather than visitors, have 11 volunteers in team, trying to be proactive, doing school events, secondary and primary, teaching the dangers, but also highlight how fun coast can be, educating PGL staff on what coastguard can/cannot do, Cllr Rob Thurkettle interviewed on BBC radio five live, discuss dangers of cold water shock.</p> <p>Shingle Street is becoming an issue, people unaware of local tides, couple of rescues, looking to see if can have extra lifesaving equipment and discreet signs, trying to do more safety patrols. Need to still call coastguard even if rescued, due to dangers of secondary drowning, coastguard need to check people and give advice. Meeting to be arranged between Bawdsey and Hollesley parish councils, coastguard and Cllr James Mallinder (East Suffolk Council) to discuss what equipment is needed and also if East Suffolk will fund. Cllr Brian Johnson, resident of Shingle Street, suggested that a sign is put at the tip, by the Ness, as more people are tempted to walk on the shingle bars which are becoming more prominent at low tide. Meeting was held by Shingle Street Settlement, discussed if should write to agents, i.e. Suffolk Secrets, who deal with holiday lets, asking them to add information to their literature, website, packs to warn people about dangers and also to respect signs</p> <p>Marine Centre opening imminently, aim to open Sunday, 3 screens now in place, interesting film from drone footage, website and photoposts and stills showing erosion, may have a verbal mention from Look East</p>	
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	d. Scottish Power (Cllr. Tricker)	<p>Cllr Richard Tricker attended a public information meeting in June, Scottish power briefly outlined the next phase affecting Bawdsey, will be holding a public information event in the village hall in Bawdsey before any work commences</p> <p>Cllr Andrew Block raised concerns about the hedges planted by Scottish Power and if they will survive, Cllr Richard Tricker advised will have to wait and watch to see if they survive and ask Scottish Power to replant if necessary. Cllr Andrew Rouse suggested emailing Scottish Power and bring to their attention</p>	<b>Cllr Richard Tricker to email Scottish Power to highlight problem with hedges</b>
	e. Quiet Lanes (Cllr R Thurkettle)	<p>Nearly completed, posts were installed last weekend, residents of Cavell Close Bawdsey Management Ltd had an issue with post and sign being on their private land without consultation, this has now been discussed with the residents, just awaiting feedback from a few, who were not available to comment until after this meeting, hopefully a resolution will be achieved and any concerns addressed. Signs seem to be having an effect on speed, will need to monitor, signage size is medium on entry, small on repeaters and then large on exit</p>	
	f. Speedwatch (Cllr. R. Johnson)	<p>Waiting to hear from Norfolk police to see if can purchase own handgun, trying to get a team together to restart speedwatch. As mentioned earlier, speed sign batteries no longer working, would like to approach council to purchase 4 new batteries at a cost of £51.99 each, total £207.96 incl. VAT, would mean two in use and two on charge. Did request a quote for solar panel, problem is where located, other positions where posts have been installed do not have correct alignment and are suitable, present site has overhanging trees, prevent use of solar panel. Cllr Andrew Rouse agreed purchase and Cllr Richard Tricker seconded, all in agreement. Cllr Rob Thurkettle to put in a jumper cable, so batteries can be at base, on the ground, making it easier to change.</p>	<b>Cllr Rob Johnson to purchase new batteries</b>
	g. Update for Photo Post and Weather Station (Cllrs R Tricker/A Rouse)	<p>Cllr Andrew Rouse, post at Waldringfield has been installed today, Felixstowe, looking to get installed next week. Cllr Andrew Block, weather station, have requested a quotation from Norse for installing base and fence, have sent the design and specifications for the work to Norse, just waiting to hear back</p>	



	h. Emergency Committee (Cllr. R. Johnson)	Meeting on Monday 25th July 2022, an inspection and inventory check revealed first aid kit is missing, so would like to approach council for funding to purchase a kit, have found an appropriate one for £29.99, Cllr Richard Tricker agreed purchase and Cllr Andrew Rouse seconded, all in agreement. Majority people on holiday, so another meeting will be arranged for September, when plan will be reviewed to ensure everything is up to date	<b>Cllr Rob Johnson to purchase first aid kit</b>
	i. Bawdsey Quay – Bawdsey Ferry Approach Road	Waiting for detailed plans which are being designed by an engineer for Kier, should have back by end of week, a short period of consultation will then be arranged with stakeholders, once these have been reviewed, a further consultation period will be arranged for the general public to have their say, if there are no major objections, the plans will be agreed and then costing and funding will need to be sought to implement the design. Looking to have seat bench bases in place in next fortnight, will request 7 bases.	
	j. Green Agenda – Trees and Hedges	Cllr Andrew Rouse, reported he has spoken with Woodland Trust, who have advised landowners can get 75% subsidy of cost, conditional to minimum 500 meters of trees and/or 200 meters of hedges, Manor Farm Drive meets this criteria, will complete application and discuss with landowner of Manor Farm Drive, not committed to application, if Woodland Trust agree with application, may need them to send an arborist to discuss and advise on species of trees and hedges, will need to see if parish council and landowner would be willing to contribute to the cost, is on private land, but is a road where people walk/drive to holiday lets, concern was raised that it is on private land. Cllr Andrew Rouse advised he will put application in and get costs involved and bring back to council to discuss. Cllr Andrew Block has discussed with Cllr Chris Mann and Cllr Tricker if they can walk East Lane and the Landmark Path to see if there is anywhere can put hedges/trees, with idea to also approach Woodland Trust	<b>Cllr Andrew Rouse to complete application for Woodland Trust and get costs for trees/hedges on Manor Farm Drive</b>
	k. Highway Matters	Cllr Andrew Block advised have had correspondence from Suffolk Council Council (SCC) regarding the 20mph limit down East lane, need a speed survey completed, SCC state - <i>'in summary SCC will need speed data collected because they will not permit 20mph limit if existing means speeds are above 30mph, as will be a big challenge to get speeds down to 20mph'</i> , SCC have sent type of surveys available, 'in house survey' which uses a black box on posts in either direction, if no posts available, then would use tubes across road, which costs £410.00 plus VAT. SCC have suggested if council is unable to support survey, there are other options available, such as signs and lines, Cllr	<b>Cllr Andrew Block to report back to Rob Smellie</b>



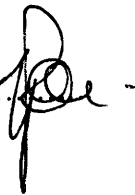


		<p>Andrew Block needs to liaise with Rob Smellie, to seek his views. Councillors thoughts and suggestions;</p> <ul style="list-style-type: none"> <li>• Think carefully where the survey is conducted</li> <li>• Will Quiet Lanes signs (QLS) make a difference to speed people travel</li> <li>• School Lane currently closed to traffic</li> <li>• School is closed for the summer holidays</li> </ul> <p>These could skew survey figures, maybe better to revisit again in September to see if speed is still an issue</p> <p>Cllr Andrew Rouse noted Bawdsey Hall fence is falling into the roads, may need to contact owners and request it is made safe</p> <p>Cllr Rob Thurkettle noted a lot of hedges are getting overgrown on the road side, requested note be put in the Bawdsey Bulletin to remind residents</p>	<p><b>Cllr Andrew Rouse to contact Bawdsey Hall and discuss</b></p> <p><b>Clerk to write reminder for bulletin</b></p>
12	<p><b>Finance</b></p> <p><b>1. To note Bank Balances as of 30<sup>th</sup> June 2022:</b></p> <p>a. Barclays Bank (Current Account 0571) £32,953.94</p> <p>b. Barclays Bank (Savers Account 8727) £8057.28</p> <p>c. Barclays Bank (Amenity Fund 7141) £13,718.23</p>	Noted	


<p><b>2. To authorise the following Invoices for Payment:</b></p> <p><b>a. New payments received since last meeting:</b></p> <p>i. Councillor Tricker - Photoposts £188.46</p> <p>ii. Realise Futures – Benches for Quay £2742.26</p> <p>iii. Jennifer Webb – Back Pay £45.20</p> <p>iv. Tiffany Pollack – Back Pay £90.24</p> <p>v. Tiffany Pollack (Microsoft 365) £59.99</p> <p>vi. Trevor Brown (Audit) Cheque lost and stopped 101086 £170.00</p> <p>vii. Suffolk Coastal – two boards for Bawdsey Quay Marine Centre: original cheque lost, 101055, stopped 28th April 22 - £280.00</p> <p>viii. Tina Hughes – Expenses Copy Paper £7.00</p>	<p>Payments approved Cllr Clare Walker and seconded by Cllr Andrew Block</p>	
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	<p><b>b. Any new invoices since publication of agenda</b></p> <p><b>3. To discuss finance committee and signatories on Bank Account</b></p>	<p>£804.48 - Tina Hughes 3 months pay, inclusive of 12 hours extra worked                  £212.20 - HMRC                  £54.95 - Andrew Block (DMC)                  £63.35 – Richard Tricker (Photoposts)                  £90.66 – Richard Tricker (Photoposts)</p> <p>Payments approved Cllr Clare Walker and seconded by Cllr Andrew Rouse</p> <p>All people on finance committee have agreed to continue, Cllr Andrew Block, Cllr Brian Johnson, Cllr Clare Walker and Cllr Rob Johnson and Cllr Andrew Rouse has advised he is willing to be a signatory and sit on the finance committee, which would mean 5 people on the committee and as signatories on the account, this was agreed by Cllr Richard Tricker and seconded by Cllr Chris Mann, all in agreement</p> <p>In order to transfer bank account from Barclays Bank to Unity Trust letter needs to be signed by two signatories requesting Barclays to close amenities account and savings account and transfer the funds into the current account, agreed by Cllr Walker and seconded by Cllr Richard Tricker, all in agreement</p>	<p><b>Clerk to complete application to Unity Trust with signatories</b></p> <p><b>Clerk to post letter to Barclays Bank</b></p>
<p><b>13</b></p>	<p><b>Any matters to be brought to the attention of the Council and to agree date for next meeting</b></p>	<p>CIL funds to be put on agenda for next meeting to discuss any ideas</p> <p>Next meeting to be Thursday 29<sup>th</sup> September 2022 at 7pm</p>	

Signed by Chair.....  .....

Date..... 29/09/22 .....