

## **BUCKLESHAM PARISH COUNCIL**

### **Minutes**

Parish Council Meeting held at Bucklesham Village Hall at 7.00 pm on Thursday, 6<sup>th</sup> September 2018

#### **Present**

Cllr Ruth Johnson (Chair)  
Cllr Rhea Gardner  
Cllr Georgina Burgess  
Cllr Evelyn Bloomfield  
Cllr Heather Owen  
Mrs A Buggs Clerk  
Cllr Susan Harvey – Suffolk Coastal District Council  
Cllr Patricia O’Brien – Suffolk County Council  
4 members of the public

#### **76.18 Apologies for absence**

Apologies for absence were received from Cllr David Brinkley (holiday) and Cllr David Riddlestone (sickness).

#### **77.18 Declaration of interest**

Cllr Heather Owen and Cllr Evelyn Bloomfield declared an interest in Item 7 of the Agenda – Housing Needs Survey.

#### **78.18 Minutes**

The minutes of the Annual Parish Council Meeting held on Thursday, 5<sup>th</sup> July 2018 were approved as being a true record.

#### **79.18 Matters arising from the minutes**

##### **Page 3 – Susan Harvey’s Report – Woodbridge Swimming Pool**

Cllr Evelyn Bloomfield reported that the design allows for users with outdoor shoes to walk in the same area as those with bare feet. She also stated that she did not like the unisex changing rooms.

**Action: Clerk**

#### **The meeting was adjourned to receive reports from:**

Cllr Patricia O’Brien – Suffolk County Council

##### **Upgrading recycling centres**

Suffolk County Council’s Cabinet has approved a plan to invest £6million into upgrading Suffolk’s recycling centres.

The plan has earmarked £3m for the Foxhall Recycling Centre and £1m for Haverhill for “urgent improvements”. The plans will see improvements to traffic access at Foxhall and measures to

prevent people from having to climb steps to dispose of their waste in the containers. Existing planning permission for work expires in March 2021.

Elsewhere £1m has been earmarked for a site to replace the Portman's Walk Recycling Centre in Ipswich town centre, and a further million for the same in Stowmarket.

Construction for improvements is expected to get underway in 2019/20.

#### Financial support for victims of domestic abuse

The Suffolk Public Sector Leaders group agreed funding of £225,000 to be awarded to the Safer and Stronger Communities Group (SSCG) for three key developments in domestic abuse support.

£100,000 will be used to create a Suffolk Co-ordination Centre. This will be a single point of contact for victims of domestic abuse, family members, friends and others with concerns.

Elsewhere, £65,000 will develop a domestic abuse champions network where industry professionals will train organisations in identifying the signs of domestic abuse early.

The remaining cash will be used to help support joint schemes in tackling abuse.

#### Funding for young people

Public sector leaders have given their backing to a major financial boost to help more young people in Suffolk get into education, employment or training.

An extra £200,000 has been agreed by Suffolk's council leaders and the Police and Crime Commissioner, with a further £200,000 agreed in principle for a second year. This is on top of £600,000 committed by Suffolk County Council - £1 million in total.

Currently in Suffolk 7% of 16 to 18 year olds are not in education, employment or training (NEET) and 12% of the county's 66,000 16 to 24 years olds are unemployed. Suffolk's youth unemployment position is in line with the national picture.

The investment will support local projects to reduce the number of young people who are NEET or unemployed, including programmes to prepare young people to benefit from local Apprenticeship opportunities.

#### Financial Challenge

I sent information to all parishes re the serious financial challenge Suffolk CC is facing. This is due to the impact of reduced funding for the council and increasing demand, particularly in the area of Children's Services.

SCC has overspent by £8.6ml this year. Children's Services account for £5ml.

Savings are to be made by:

Changing the way SCC works; review major projects; re negotiate passenger transport contracts; strengthen Adult Services contract management; cutting Children's budgets that have underspent; lobbying government for more money.

Suffolk CC is not alone in this situation. All public bodies are having to deal with growing demand whilst less funding is available.

### Education

Improved GCSE results. 67% achieved grade 4 and above in English and Maths.

A level results were good with 98% achieving A-E. 3% increase in pupils achieving A/A\*

### Tourism

The tourist trade grew enormously this year with the visitor economy reaching £2bl. for the first time. 13% of all employment in Suffolk is in the tourist sector.

Cllr Susan Harvey – Suffolk Coastal District Council

There are endless meetings for the merging of the two councils to ensure a seamless changeover next year. There are regular Shadow Council meetings held at High Lodge Darsham which is around half way between Melton and Lowestoft.

### Local Plan consultation deadline

Responses to this have to be in by 14th September.

### Garden Waste

56% of homes have signed up to this now.

RFID (radio-frequency identification) tags will be incorporated into the new green bins which will be delivered in October. They will also be retro-fitted to the old brown bins which people want to keep. Bin lorry crews will use these to identify who the bins belong to.

### Electricity

By 2030s 25% of the country's electricity will be coming ashore on the Suffolk Coast. Power providers are being asked to work together to limit countryside damage caused by new cable routes and buildings. At the moment the power companies are not listening to the Council or residents at Friston. This is a site chosen by power suppliers to put in several very high dominating buildings with 5 mile connecting cable routes. The power suppliers include the existing Sizewell B and potentially C as well, Galloper and Greater Gabbard off-shore wind farms and 2 substations for Scottish Power, East Anglia 1 and 2, and two intercontinental connector/converter stations for National Grid. There will also be a transmission substation connecting these to the power lines.

### Leiston Leisure Centre

This has now closed for refurbishment and will re-open in summer 2019.

### Rats in Felixstowe

These have been having a fine old time enjoying the sun and with plenty to eat provided by tourists not putting rubbish in the bins properly, also helped by seagulls who rip the rubbish apart and scatter it widely. I saw one near Sea Road when I went for a walk along the prom last week. Children were happily playing 'spot the rat'. This is probably not what Felixstowe Town council expect from

tourists. However, on a more serious note Norse have come to the rescue and bins are being emptied daily and they have been putting down poison and they are hoping to reduce the problem.

#### Question Time

A member of the public complained about the Question Time being too early in the meeting which did not allow for questions relating to the agenda. It was explained that Question Time was early to allow people the option of leaving after asking their question, but agreed that we would trial QT later in the agenda for the next meeting. He also complained that copies of the agenda were not available to members of the public. The clerk explained that the agenda is on display on the notice board and website at least 3 working days prior to the meeting. The same member of the public then became aggressive and abusive and was instructed to ask a question or remain silent. A different member of the public mentioned the dumping of rubbish which had been discussed at the last meeting. Cllr Ruth Johnson reported that she had personally spoken to residents regarding the dumping of rubbish and that an item would be appearing in the Bugle. A resident also asked about the number of Tippers R Us lorries going through the village. The Chairman agreed to go to the company and speak to them about it. It was reported that the footpath on the road to school was very overgrown. Cllr Heather Owen stated that she would contact a group in the village and ask if they would be prepared to go and cut back the verges. A resident stated that they were concerned about the danger to children getting off the school bus in the layby due to the construction vehicles.

#### **80.18 Clerk's Report**

The purpose of this report is to update members on outstanding issues, items received after the deadline for agenda items, correspondence and action taken by the Clerk.

#### Government are Consulting on the Financial Settlement for Districts, Boroughs and Counties

Within the document they are also consulting on the Automatic Referendum Principles.

The Government have indicated that they may decide to keep Parish and Town Councils outside of it. However, this is under active review therefore councils are encouraged to respond to the consultation.

Council tax referendum principles for town and parish councils.

In 2018-19 the Government decided to defer the setting of referendum principles for town and parish councils for three years.

However, this was conditional upon:

The sector taking all available steps to mitigate the need for council tax increases, including the use of reserves where they are not already earmarked for other uses or for "invest to save" projects which will lower on-going costs and

The Government seeing clear evidence of restraint in the increases set by the sector.

In 2018-19, the average band D parish precept increased by 4.9%. This compares to a 6.3% increase in 2017-18 and is the lowest year on year increase in parish precepts since 2015-16.

In view of this the Government intends to continue the deferral of setting referendum principles for town and parish councils, but encourages parish councils to continue this downward trend, and will keep this area under active review.

### New National Planning Policies

Building attractive and better designed homes in areas where they are needed is at the centre of new planning rules published by the Secretary of State Rt Hon James Brokenshire MP.

The new rules will also make it easier for councils to challenge poor quality and unattractive development and give communities a greater voice about how developments should look and feel.

The revised National Planning Policy Framework follows a public consultation launched by the PRIME Minister earlier this year to provide a comprehensive approach for planners, developers and councils to build more homes, more quickly and in the places where people want to live.

### East Suffolk Housing Strategy – ‘Housing 2023’

The first joint Housing Strategy for East Suffolk was launched at the end of late year. In April next year the newly created East Suffolk Council comes into being and both Suffolk Coastal and Waveney District Councils were keen that a unified housing strategy was in place for the area in which we live and work.

Can we take the opportunity to remind you of the East Suffolk Housing Strategy which can be found at <https://www.paperturn-view.com/?pid=Mzl32274>. The Strategy discusses the housing issues in east Suffolk and identifies actions to help address some of these issues. We are making strides in progressing on the challenging targets we have set ourselves. If you have any questions about the East Suffolk Housing Strategy please contact David Howson at [dave.howson@eastsoffolk.gov.uk](mailto:dave.howson@eastsoffolk.gov.uk)

### New Grit Bin Process – Information from Suffolk Highways

Although the summer is in full swing and leaves are still on the trees, we need to contact you about our preparations for the winter. In particular, we want to tell you about recent changes made to the grit bin service and how we can better support you this winter.

Suffolk Highways has undertaken a review of grit bins/heaps for highway use. These are the bins/heaps for which you have responsibility and support through your community's self help winter scheme. Suffolk Highways has been keeping the bins/heaps stocked up.

This review, which was reported to Suffolk County Council's Scrutiny Committee on 1<sup>st</sup> May 2018 in a paper entitled 'Winter Maintenance Resilience', seeks to address some of the concerns raised about the grit bin/heap service last winter.

The main aims of this review are:

- To make it easier to request grit bin refills.
- To explain the process of applying for a new grit bin.
- To establish and explain our position on grit heaps.
- To provide clarity of the grit bin process and associated responsibilities, resulting in a more efficient service for communities.

We have developed clear guidance on the application process for new bins as well as setting out how the bins should be managed and maintained in the future. Our aim is to ensure that all Suffolk parish and town councils are better informed when making a new application for a grit bin and know what their responsibilities as the owners are. The Grit Bin Guidance and Application Procedure is attached to this email for your reference.

Grit heap removal:

The review highlighted some significant concerns about the effectiveness of grit heaps. They can damage the environment due to the leaching of salt into the highway, verges and the underlying groundwater and watercourses. This leaching also reduces the effectiveness of the remaining material. Therefore, the provision of grit heaps across the country can no longer be supported. Material for these heaps will not be provided any more by Suffolk Highways.

However, if you wish to maintain a stock of grit at the location of a redundant grit heap in your parish/town please apply for a new grit bin at that location. To do so follow the attached guidance.

If you require a new replacement bin, please also refer to the guidance. The team responsible for this service is ready to receive completed applications for the processing. This year, the closing date for applications has been relaxed to ensure you have sufficient time.

Please rest assured that the full restocking of all registered highway grit bins will commence before the winter. At that time, or shortly after, we will install signage on the grit bins to explain how to make best use of the grit and how to get the grit bin restocked.

### **81.18 To discuss the Housing Needs Survey**

Cllr Ruth Johnson read out the contents of the Housing Needs Survey Executive Summary and Key Findings and suggestions by villagers of potential sites in the village.

#### **Executive Summary & Key Findings**

Bucklesham Parish Council carried out a Housing Survey to determine the level of need for housing across all tenure types in the parish.

The aim of this survey was to understand the existing and future housing needs for Bucklesham residents including family members (not necessarily living in Bucklesham) and other members of the household. The study was also designed to understand Bucklesham current housing stock and whether this is affordable to local people.

This study included-

General information about the current housing in Bucklesham including 2011 Census data ☐ A Housing Survey to determine the housing needs of current households ☐ Contextual information about Bucklesham ☐ Information from the Gateway to HomeChoice register to cross check the findings

Data analysis and the writing of this report have been undertaken by Community Action Suffolk.

#### **Key Findings**

Number % Surveys Returned Completed (full or partial) 88 32 Surveys Not Completed or Returned or Blank 187 68 Total Surveys Distributed 275 100

The Bucklesham Housing Survey 2018 achieved a 32% return rate, with respondents in favour of homes for older people, small family homes and homes for couples.

From the 88 surveys returned, 24 households responded that the current households have identified a current need totalling 45 people.

From the 88 surveys returned, 24 of those households responded identifying a need for 47 family members (people with a local connection) wishing to live in or return to Bucklesham. In total, the response from 48 households identified a housing need for 92 people in Bucklesham. This report has been compiled based solely on the data from the responses received.

Bucklesham Housing Survey 2018

### Survey Method

The Housing Survey used was compiled by Community Action Suffolk in agreement with Bucklesham Parish Council. The survey was distributed to each of the 275 households within the parish boundary by a local team of volunteers from Bucklesham. The survey contained 45 questions and can be found in Appendix A. The closing date for the survey was 12th May 2018.

One survey form was provided per household with a unique code to allow the household to complete on-line or send a completed hard copy back. The unique code was to ensure that residents were only able to respond once to prevent the results being skewed. Households that had more than one housing need i.e. two or more people requiring housing going forward in different households could request additional forms from Community Action Suffolk.

A return rate of 32% was achieved which indicated a need for additional housing by 48 households (92 people). The average return rate for HNS is generally between 30 - 40% which indicates that the number of responses received provide a robust sample snapshot of the parish.

88 completed surveys were returned fully or partially completed via post and on-line. 187 surveys were not returned. Data entry of the surveys was undertaken by Community Action Suffolk using bespoke in-house software. Each survey form input was allocated a unique code so that the data could be cross referenced to provide a comprehensive level of information. Individual people or households were not able to be identified. For quality purposes a 10% sample of the surveys input were checked for accuracy.

### Comments on the Returns made by Villagers

- Land between the back of church close and pond cottage on main road.
- Small parcel of land next to Forge Cottage Main Road.
- Local shop would be nice.
- No new houses needed. No transport links. No shops/amenities. No jobs. School already full. Traffic already too heavy for country roads.
- Not to over redevelop.
- End of Levington Lane, alongside Bucklesham road towards the school.
- Next to playing field? Add on to Levington Lane.
- Playing field (hardly gets used with available access for Levington Lane).

Cllr Ruth Johnson addressed the suggestion to use the playing field for housing. Ruth stated that the original 1972 conveyance prohibits the building of houses on the field and that as trustees of the land the Parish Council have a legal duty to abide by the terms of that conveyance. A member of the public interjected once again disrupting the meeting in an aggressive and abusive manner, swearing and making derogatory comments to several councillors. He was then asked to leave, after refusing to stop disrupting the meeting. After several requests he finally left and the meeting continued.

Cllr Ruth Johnson reported that John Lefever Hastoe has now developed a plan of action which he will share with the village. John has stated that a need has been identified. John Lefever has agreed to attend the next Parish Council Meeting in November where he will talk about next steps. The site has not been decided yet and at the moment John is looking at suitable sites. Once any suitable sites have been identified Hastoe will contact the Land Registry. The Parish Council will be putting the Key Summaries into the next edition of the Bugle. Cllr Georgina Burgess proposed that the Parish Council request that John Lefever Hastoe be part of the Working Group the Parish Council are forming so we that we can continue to work closely with Hastoe, seconded Cllr Rhea Gardner – all in favour. **Action: Clerk / Cllr Ruth Johnson**

#### **82.18 Community Council – Concerns about the Future**

Cllr Ruth Johnson reported that the Parish Council are concerned about the future of the Community Council. The Parish Council believe the village needs a Community Council. Currently there is still a Community Council with four trustees and a website. The Parish Council were told at the Community Council AGM that all funds have been distributed to national charities but their constitution states that funds will be used for the benefit of Bucklesham village. We have asked Community Council for assurances that if they decide to disband the organisation that the Parish Council should be contacted as Parish Councillors would take their places to ensure that future of the Community Council is assured but they have not replied to our email. It was agreed that this item should be deferred until the November 2018 meeting when it is hoped the Parish Council would have received a reply. **Action: Clerk**

#### **83.18 Update on Progress of the Bugle**

Cllr Ruth Johnson said villagers had been contacted asking how the Bugle is received. A couple of groups have also reported that because of coverage in the Bugle their membership numbers have increased. The Parish Council now must decide whether they should continue with the Bugle and to endeavour to find some funding in the year ahead. It was agreed that the Parish Council should try to cut the cost of printing and to raise funds to cover the cost. **Action: All Councillors**

#### **84.18 To discuss the Playing Field**

Cllr Ruth Johnson stated that unfortunately Cllr David Riddlestone could not come to the meeting tonight due to illness. David has stated that the reports on the condition of the playing field are good and he is very pleased that the Parish Council are supporting him to manage the field. He is also receiving help to manage it. Cllr Ruth Johnson also reported that there are rumours concerning the use of the playing field for housing. Ruth stated that there is a legal covenant in place which prohibits the building of houses on the field.

Cllr Ruth Johnson reported that the Parish Council were going to apply for grants to carry out work on the playing field however had been advised by the company who grant funding to delay our application for 12 months due the number of applications being considered. **Action: Clerk / Cllr Ruth Johnson**

### 85.18 To discuss the purchase of a Defibrillator

Cllr Ruth Johnson reported that money had been received from the Suffolk Coastal District Council Enabling Budget of £1,500 and Suffolk County Council Locality Budget of £500 to cover the cost. Cllr Ruth Johnson thanked both Susan Harvey District Councillor and Patricia O'Brien County Councillor for their support with this project. Ruth reported that she had contacted Melisave who had been recommended by several Parish Councils and had been given a really good quote for the cost. Ruth reported that on-going finance would need to be available for new pads (adults/children's) if (a) the defibrillator was used or (b) the pads were more than 4 years old. The initial cost of the equipment is £1322.70 plus the cost of the electrician to fit the equipment which is £159.75. The cost of new pads is £90 for adult and £110 for children. It was agreed that the defibrillator would be placed on the outside wall of the village hall. Ruth reported that the defibrillator would be advertised in the next edition of the Bugle. **Action: Cllr Ruth Johnson / Clerk**

### 86.18 To discuss the renovation of the Play Equipment

Cllr Ruth Johnson reported that Ipswich Borough Council have still not supplied any costings for the work therefore it was agreed to defer this item until the next meeting. **Action: Clerk**

### 87.18 Planning

No planning items were discussed.

### 88.18 Finance

#### Receipts

Enabling Budget Suffolk Coastal District Council	£1,500.00
Locality Budget Suffolk County Council	£500.00

#### Payments (to be approved this meeting)

Clerk's Salary & Expenses July 2018 (excluding tax)	£200.00
Clerk's Salary & Expenses August 2018 (excluding tax)	£255.40
Norse Commercial Grass Cutting	£88.20
Norse Commercial Grass Cutting	£88.20
Came & Co Insurance	£379.20

#### Bank Balances

Current Account	£3,697.85
Deposit Account	£4,513.37

Cllr Evelyn Bloomfield proposed, seconded Cllr Georgina Burgess that the above expenditure should be approved – all in favour. **Action: Clerk**

### 89.18 General Matters

- Cllr Heather Owen stated that she was concerned about the earlier allegations by a member of the public towards the Parish Council. It was agreed that a copy of the Parish Council's complaints procedure and a letter formally advising him of our concerns over his behaviour which had followed previous verbal warnings at Parish Council meetings would be sent from the Clerk. **Action: Clerk / Cllr Ruth Johnson**

- b. Cllr Evelyn Bloomfield reported that the willow tree outside 1 Levington Lane has lifted the footpath. It was agreed that the Clerk should report this to Suffolk County Council Highways Department. **Action: Clerk**
- c. It was reported that the Parish Council had attended the Local Plan Meeting and that an area of land had been identified for 30 houses at the bottom of Levington Lane. Currently this is just an identified parcel of land.

**90.18 Date of next meeting**

Thursday, 4<sup>th</sup> October 2018 at 7.00 pm

**The Chairman closed the meeting at 9.00 pm.**

Signed..... Date .....

Angie Buggs  
Clerk to Bucklesham Parish Council  
Telephone: 01473 635341  
Mobile: 07770575350  
Email: angiebuggs2001@yahoo.co.uk