

*K.R. PATERA  
Chair to sign*



## **BATTISFORD PARISH COUNCIL**

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### **MINUTES OF THE BATTISFORD PARISH COUNCIL MEETING HELD ON TUESDAY 10<sup>th</sup> DECEMBER 2019 IN THE VILLAGE HALL, BATTISFORD**

Present:

Cllr N. Cleaver (Chairman)  
Cllr P. Aspinall (Vice Chairman)  
Cllr S. Zethraeus  
Cllr P. Lambotte  
Cllr D. Wicking  
Cllr C. Nicholas

In attendance: Nicola Glading, parish clerk; C/Cllr K. Oakes and 2 members of the public.

#### **153. RECORDING OF MEETING**

Clerk to record for minutes

#### **154. APOLOGIES FOR ABSENCE**

- a) Apologies were received from Cllr J Pope
- b) Councillors consented to accept apologies received

#### **155. DECLARATIONS OF INTEREST**

None.

#### **156. PUBLIC PARTICIPATION**

Mr Budd described the car service scheme in another village, he envisages a similar scheme in Battisford, now that the bus service has been withdrawn. C/Cllr Oakes advised that a Good Neighbour scheme was started in Needham Market which included transport at £0.45ppm, however very few people signed up for the service, would a similar scheme at Battisford be feasible, given that Needham Market is much larger? To be discussed at the January meeting.

The Village Hall directional signs are now in position, the Chair thanked Mr S Winters.

#### **157. UPDATES FROM COUNTY and DISTRICT COUNCILLORS**

- a) Update from County Councillor K. Oakes - see Appendix 1
- b) Update from District Councillor Dr D. Pratt - not available

ref.

## 158. COUNCILLORS RESIGNATION

- a) The Chair informed the meeting of the resignation of Cllr P. Aspinall.

Battisford Parish Council would like to thank Cllr Aspinall for her valuable contribution and commitment to the Parish Council over the past few years and wish her every success in the future.

Following the resignation, a casual vacancy is deemed to have occurred. Electors wishing to call for an election can visit to the Parish Council website <http://www.battisfordpc.org.uk/battisford-parish-council/> or see the village noticeboards.

If no requests are made, the vacancy will be filled by co-option. An even geographical spread is preferred.

## 159. MINUTES OF THE PARISH COUNCIL MEETING held on 19<sup>th</sup> NOVEMBER 2019

- a) The minutes of the Parish Council meeting held on 19<sup>th</sup> November 2019 were unanimously **APPROVED** and to authorise the Chair to sign the same, with the following amendments:
- (i) 141. (v) Cllr Nicholas <sup>Aspinall</sup> informed Environment Agency, Anglia Water and Mid Suffolk District Council.
  - (ii) 148. (vi) insert 'not' possible <sup>and Chair signed.</sup>
  - (iii) 148. (vii) change 0.45 to £0.45

## 160. MATTERS RELATING TO PLANNING APPLICATIONS FOR BATTISFORD

None.

## 161. HASCOTT HILL NATURE RESERVE

- a) Cllr Aspinall had prepared a Report which was distributed- see Appendix 2. It was unanimously **AGREED** that Cllr Aspinall will continue to monitor the site. Clerk to contact cutters and ask that cuttings are left in situ.

## 162. CONSULTATION RESPONSE: LGBC (England) WARD BOUNDARIES

- a) The BPC response to The Local Government Boundary Commission for England (Ward Boundaries) consultation was discussed. Clerk to draft reply, circulate to councillors, collate replies, distribute combined version for final approval, submit to LGBC by January 2<sup>nd</sup>, 2020.

## 163. MATTERS RELATING TO TREES

- a) Donated trees: Cllr Zethraeus will speak to Chris Knock about the siting of the trees pro tem. Positioning to be discussed at the January meeting.
- b) Potential TPOs on Trees at Bowl Meadow: it was **NOTED** that the clerk has been advised by Mr Pizzey that these trees do not have sufficient historical value or landscape significance to warrant legally protected status. See Appendix 3.  
The oak trees to the South of Straight road (entrance to the new planning application) were discussed. Clerk to check if these are protected.

## 164. PUNCH BOWL INN STORAGE FACILITY

- a) It was unanimously **AGREED** to purchase the Brampton Mini Garage 14ft x 8ft as originally proposed at £1,804.92, with the following conditions:
- (i) That within the first two months after installation, two coats of wood preserver are applied.
  - (ii) That the Punch bowl Committee agree to maintain the building.



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- (iii) Cllr Lambotte will draft an Agreement and speak to the Committee to ascertain when the site will be cleared ready for the installation.
- (iv) That the storage building at £1,804.92 remains on the asset register of Battsford Parish Council.

**165. MATTERS RELATING TO DEFIBRILLATORS**

- a) Ongoing checks and management of the devices were discussed:
  - (i) Defibrillator at the Cricket Club: Cllr N Cleaver has drafted a reply Cricket Club: this was read out and unanimously **AGREED**.
  - (ii) It was **AGREED** that the defibrillator previously checked by Cllr Aspinall would be checked by Cllr Wicking, and in his absence, Cllr Lambotte.

**166. CLEARING/ CUTTING OF GRASS GULLEYS**

- a) Discussion raised at last meeting: Suffolk County Council usually clear/ cut the grass gulleys; this has not happened this year, causing extra water which could cause a problem during the Winter months. C/Cllr Oakes agreed to look into why the cut has not taken place.
- b) An item for the next Agenda was **NOTED**: the ditch by Durrants Farm now appears to go right across the road.

**167. BETTY BUCKLE BENCH and PLAQUE**

- a) Deferred until January meeting

**168. CLERKS REPORT**

- a) To receive the Clerks report and in particular:
  - (i) No items were actioned under delegated powers
  - (ii) Annie Hands tree 'In Memoriam' plaque source and cost: clerk has contacted Ms Hands partner and he will get back in touch.
  - (iii) PING Application – Clerk has contacted the project manager, Phil Lown at Suffolk County Council and a meeting at the venue is to be arranged in the New Year. Mendlesham Parish Council have ordered their tables but these will not be put in place until 2020.
  - (iv) Wall mounted sign at the Village Hall- this is not as effective as envisaged. It is thought this this may improve during the Summer cycle. Clerk to check performance expectations.
  - (v) Work at the playground: Cllr Pope has arranged for the pipe to be removed, with assistance from Cllr Nicholas, the Chair thanked both councillors. Mound slide – Clerk has a quote from Mortimer Ltd. to finalise the work. Clerk to find two more quotes.
  - (vi) The Fete Committee - Events cover policy, Clerk has been attempting to find cover but is not in possession of all the material facts required by an insurance company. Clerk to send material facts requirements to Cllr Wicking: Fete Committee to find two quotes which BPC will consider.
  - (vii) Councillors were updated on the potential listing of Battsford Hall Barns: the resident is now working with D/Cllr Pratt.
  - (viii) Online banking access – Clerk went into the Barclays branch and the Bank have confirmed that because BPC have a complex account, two councillors need to visit the branch and ask for online access, however, only these councillors will; be able to view the account and make payments. It was **AGREED** to investigate another provider.

**169. CHAIRS ITINERARY and REPORTS**

- a) Chairs report: Chairs training at SALC was cancelled. Cllr Nicholas has provided copies of the letters sent in respect of minute 141 (v).

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Appeals for Holly Farm Deadmans Lane and Land to the North of Straight Road: Chairman has written BPC comments as agreed, clerk to submit on the Local Government Boundary Commission for England website.

The Chair thanked Mr Winters for organising the directional signs, clerk to send invoice to C/Cllr Oakes for re-imburement.

b) Councillors reports:

- (i) Cllr Lambotte reported that the SID at Mill Road is in a dangerous location; it was agreed that this site would not be used at present. It takes 30 minutes to download data at each location. Average speeds are recorded at a little over 30mph. Clerk to look into Quality Awards

**170. FINANCE/ AUTHORISATION OF PAYMENTS**

a) Finance

- (i) The clerk explained that there were 3 bins at the playing area/ playing field. It was unanimously **AGREED** to approve the itemised expenditure/ invoices for payment and signatories were authorised to sign the same

MSDC/ dog and litter bins- additional charge	£55.20
Perspex cleaner	£13.00
Invoice for Village Hall directional signs (clerk to forward to C/Cllr Oakes)	£60.00

- (ii) Clerk to change pensions regulator contact and draft letter to herself to explain that BPC have no regulatory pension requirements as earnings are less than £192 per week. Chair to complete the online Redeclearation of Duties form.

**171. BUDGETS and PRECEPT 2020-2021**

- a) The 2020-2021 Budget was unanimously **APPROVED**.
- b) It was unanimously **AGREED** that the Battsiford Parish Council Precept will remain at the current charge of £10,725.00 to be paid in two instalments. The form was signed by the Chairman, two Councillors and the clerk.

**172. BPC STREET NAMING POLICY**

- a) The Battsiford Parish Council street naming policy was unanimously **APPROVED** (Appendix 4)

**173. EXCHANGE OF INFORMATION**

None

The meeting closed at 9.25 pm

Dates of next meetings:

Tuesday 21st January 2020

Tuesday 18th February 2020

Tuesday 17th March 2020

Tuesday 21st April 2020

Tuesday 19th May 2020

Website:

<http://www.battsifordpc.org.uk/>





## Appendix 1

County Councillor Kay Oakes Report December 2019

### Fines for poor parking in Suffolk to be consistent across the county from 2020

Parking fines will be the same across the whole of Suffolk from early next year, when stronger enforcement is set to take place. The long-delayed transfer of civil parking enforcement from police to local authorities is expected to take place from the end of January in Suffolk.

This means each council will be responsible for issuing parking fines, warnings and notices in their area, although a deal has been struck by Babergh and Mid Suffolk councils to have their parking enforced by Ipswich and West Suffolk officers.

With police unable to dedicate resources currently, it is expected that once the powers transfer councils will be able to crackdown on poor parking more than police. A consistent approach is being planned across the whole county, meaning fines will be the same, regardless of which authority manages parking in that area.

#### **Andrew Reid, Suffolk County Council's Cabinet Member for Highways said:**

"A parking management plan is being developed that sets out the priorities for different types of on street parking restriction, dependent on their location. "This approach is supported by the borough and district councils.

"From the parking management plan, each of the councils involved will develop a parking enforcement protocol that sets out their plans for enforcement, including resourcing and how the sites are going to be visited."

### School travel policy implementation review outlined

On 4 November, the group looking into the implementation of the new school travel policy outlined the scope of their review.

The review, which is being headed up by Chief Fire Officer Mark Hardingham, will be delivered in two phases. In phase one the group will analyse a wide range of evidence from stakeholders about the implementation of the policy to determine the lessons to be learned.

Evidence will be gathered using various approaches including data analysis, document research, appeals evidence and outcomes, stakeholder group discussions, written statements and one-to-one interviews. The findings will then be put together in a report, which will draw conclusions and make recommendations.

In the second phase, the report will be reviewed. This may well lead to further work on changes to the implementation of the current School Travel Policy, or to elements of the Policy itself to ensure it operates more efficiently.

#### **Councillor Mary Evans, Cabinet Member for Children's services, Education and Skills said:**

"I look forward to seeing the outcomes of this review and will carefully consider the recommendations made by the group. The implementation of the policy has been far from ideal, so it is essential that we review what went well and what did not go well to learn from this for pupils, parents and schools in 2020 and future years.

"The new school travel policy is based on guidance from the DFE and brings Suffolk County Council in line with other authorities across the country. SCC's previous policy was able to exceed these requirements but with lower budgets and increasing demand, specifically for pupils with SEND, this was no longer sustainable. "If we had not



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changed the policy the council would have to reallocate finances from other vital services such as children's services, adult social care and/or highways."

**Chief Fire Officer, Mark Hardingham said:** "I am pleased to be heading up this review, this is an important piece of work which aims to improve the process for those applying for school travel from 2020. Work has begun on the review and the final report is due to go to the Scrutiny Committee in February 2020.

## Appendix 2

### Roadside Nature Reserve Hascot Hill Battisford

This report is just a covering note to the information you should already have received, that is: the Fact Sheet from Holly Emmens, who is the Assistant Ecologist for Growth, Highways and Infrastructure Directorate at Suffolk County Council. The fact sheet explains what an RNR is and how it should be maintained. It also included advice about roadside safety ( Hascot Hill reserve is considered of 'medium' risk ). The site has been mowed regularly every September since I have been monitoring it. However, the grass has been collected whereas the best advice is to leave the cuttings for several days at least to allow insects and seeds to fall and accumulate in the soil. Then the verge should be raked to remove dry grass cutting and to lightly aerate the soil. As far as I know, this has not been done for some time. After mowing, and whenever necessary, I have been litter picking the area as it appears to be a favourite site for occupants of passing vehicles to throw rubbish out of their car windows. In Spring and Summer, the verge is an absolute delight with rare plants, including bee and pyramidal orchids, as well as a sanctuary for many birds. I have seen badgers and a few years ago a vixen and her cubs were seen playing there. The Directorate is very grateful to the Parish Council for looking after the site which is important in its own right but also because it abuts a Site of Special Scientific Interest (SSSI). This is the flint pit immediately behind the verge (see footnote).

As I am standing down from the Parish Council after the meeting on the 10<sup>th</sup> December 2019, I would like to offer to continue to monitor the site and make an annual report if the Parish Council considers that to be appropriate.

Tricia Aspinall, December 2019

Hascot Hill Pit is a 0.3 hectare geological [Site of Special Scientific Interest](#) south-west of [Needham Market](#) in [Suffolk](#).<sup>[1][2]</sup> It is a [Geological Conservation Review](#) site.<sup>[3]</sup> It is also a Local Wildlife Site.<sup>[1]</sup>

This is the only known site to expose beach deposits of the late [Pliocene](#) and early [Pleistocene Red Crag Formation](#). It has beach cobbles and fossils from a [littoral](#) fauna, whereas other Red Crag sites have deposits from deeper water [facies](#).<sup>[4]</sup>

The site is private land with no public access

## Appendix 3

### Enquiry re TPO on trees at Bowl Meadow development

From: "David Pizzey" <David.Pizzey@babberghmidsuffolk.gov.uk>

Dear Nicola

Thank you for your enquiry. Unfortunately, these trees do not have sufficient historical value or landscape significance to warrant legally protected status. It is this criteria that means only notable trees can be protected, rather than trees universally, much in the same way that not all old buildings can be listed.

However, I note from the site layout plan that the trees will be outside of the property boundaries and so therefore removal would be a criminal offence without agreement from the owner. Hopefully new occupants will also appreciate the shelter, screening and other value the trees will bring to their properties.

I hope this is helpful.

Kind regards David  
David Pizzey  
Arboricultural Officer  
Tel: 01449 724555

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## **Appendix 4**

### **Battisford Parish Council**

#### **Guiding Principles on choice of development or street names in the Parish of Battisford**

As far as possible, proposed names should reflect local customary practice, the history or geography of the site or the surrounding area.

Names should not be identical or similar to existing street names in the vicinity.

Names should be unambiguous to spell and pronounce.

Names must not advertise a product or currently operating commercial company.

The Council does not generally accept the names of living people for street names.

Adopted at the Full Council Meeting 10<sup>th</sup> December 2019

Minute reference 172

Review date: by 2023