**BATTISFORD PARISH COUNCIL**

Clerk: Teresa Davis 07719208444

[clerk@battisfordpc.org.uk](mailto:clerk@battisfordpc.org.uk)

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

**MINUTES**

**of BATTISFORD PARISH COUNCIL MEETING**

**held at Battisford Village Hall on 21st March 2023**

Present

Cllr D Wicking (Chair) Cllr J Cook (Vice-Chair) Dst Cllr D Pratt

Cllr J Pope Cllr S Zethraeus 0 Residents

Cllr J Wilson Cllr E Kerry 3 People from BMSDC Planning

Cllr C Nicholas Parish Clerk T Davis

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| 2023/15 | **MEETING ADMINISTRATION** |  |
| a.  b.  c. | The Chairman welcomed everyone and established no intentions of recording the meeting  All councillors were in attendance. Cty Cllr K Oakes had forwarded apologies.  The Chair gave a Declaration of Interest on agenda item 2023/23.g. |  |
| 2023/16  a.  b. | **To Approve the Draft Minutes of the Parish Council Meeting of 17th January 2023 and the Draft Minutes of the EGM held on 21st February 2023 and for the Chair to sign as a true record**  There were no matters arising from the minutes of 17th Jan 2023  There were no matters arising from the minutes of 21st Feb 2023  It was **UNANIMOUSLY AGREED** for the Chair to sign the minutes as a true record. |  |
| 2023/17  a.  2023/22.g.  b.  c. | **PUBLIC PARTICIPATION - For members of the public, County Councillors & District Councillors to speak**  No members of the public were present and it was at this point that the Chairman moved item 2023/22.g. forward to be discussed with those from the BMSDC Planning Dept.  It was explained to the Council that they were part of a sub team of the Planning Dept who are undertaking a pilot taking place in 6 Councils with the Dept for Levelling Up, Housing & Communities (DLUHC). Where in draft legislation there included proposals for a ‘Neighbourhood Priorities Statement’ (NPS) also called the People and Place Plan (PPP) and that this new statement would carry the same weight as a Neighbourhood Plan with a lighter touch for those parishes not suited to the more in-depth approach of a Neighbourhood Plan. The BMSDC Planning Dept is behind the scheme and the Government have funded the pilot for 1yr, BMSDC have matched the funding so this can run for 2yrs.  The details of how engagement can happen were then discussed, that a variety of specialists were available, the weight of evidence needed, what can be included, such as ecology studies, and if legislation will change to encompass the new scheme as it evolves and the implications of a General Election.  The BMSDC visitors were then thanked for their time and left.  The Councillors **AGREED** that the next steps were to hold an EGM to discuss this matter on it’s own. It was therefore **AGREED** that setting a date and time for the EGM would be on the agenda of the Annual Parish Council Meeting being held on 16th May.  Cty Cllr K Oakes’s report was noted and can be found in the addendum  Dst Cllr D Pratt’s report was noted and can be found in the addendum |  |
| 2023/18  a.  b.  c. | **Chair and Councillor Reports / Updates** (on the night)  Chairman report – none given  Councillor report(s) not requiring a decision  Concern was raised for the root system along the Burnthouse Lane Ditch. It was agreed that the Chair would contact those involved informally to ascertain further details.  It was noted that the Battisford Village Hall Committee were organising celebrations for the King’s Coronation  Cllr Kerry advised that packs with posters for dog fouling were approx. £200 and felt it better to look into doing some own posters instead. Cllr D Pratt had provided some cost of living information and this can be put on the Noticeboards and The Barcliff.  Cllr Pope advised that 7 trees for the Jubillee had been purchased and will be planted on 25th March.  The bench had also been delivered.  The Litter Pick was confirmed as 1st April  Cllr Wicking & Cllr Zethraeus were going to Barclays to close off the last account and arrange for the transfer to Battisford PC’s new accounts.  Clerk report  Since 17th January I have attended the Election refresher on 31st Jan, Clerk networking with SALC on 2nd February and the BMSDC liaison forum on 7th February and the Mid Suffolk Forum on 14th March. I can confirm the Election refresher training held on zoom was free.  **Bank(s)**  All payments from the last meeting have been paid and we have forwarded a completed locality grant application form to Cllr D Pratt and received £1323.15. Due to a duplication error for cemetery training SALC have refunded £48.00. We have now received the last half of locality funding for the Noticeboards from SCC. The Ombudsman has confirmed that they cannot deal with our complaint with Barclays as we do not fall within their remit. SALC have advised that consideration for legal action will need to be discussed, in the meantime I have visited Barclays in Ipswich to relay this and obtained a reasonable and expedient resolution which just involves a visit by our Signaturees.  **Administration / Policies / Procedure**  Our Precept request was forwarded before the deadline of 31st January. Formal documentation for a planning consultation has been drafted for approval, as are the Data Protection Policies.  **Cemetery**  I have had communication regarding an existing burial and £25.00 has been received. A new plot has also been agreed and an adjustment on the cemetery plan will need to be made to accommodate this special request.  **Playground Maintenance**  Following on from the risk assessment, I have been in contact with three companies, the original local one, HAGS and Online Playgrounds. HAGS and Online Playground have sent a quote (only Online Playgrounds made a free site visit with me) so far. The person at HAGS has given one figure for the quote, not split up the costs or detailed how the cost is calculated, our local one is preparing quotes for the flooring. It has come to my attention whilst looking for quotes that flooring seems to be quite varied. The quote you have received from Online Playground will include preparing the ground for the recycled flooring, some companies do not do this and therefore the surface will not last as long or run flush with the grass. By running flush with the grass our grass maintenance contractors can still mow the grass right up to the new flooring. Online Playgrounds have also quoted to either surface the entire area of the multi play unit, or to replace with grass mattings or to surface the hot spots for likely falls. You will note that the hot spot for falls would be a good option and still easy to maintain. For the swings the flooring would have to be the whole area. Also to note, when taking up the grass mattings the roots of the grass will be pulled up and this would need to be reseeded to regain benefits if we keep to matting rather than fibre fall/eco mulch.  **Neighbourhood Plan**  Following on from my attendance at the Mid Suffolk Liaison Forum where I learnt a new Neighbourhood Plan Statement is being piloted, Jo Wood will be attending this evening to answer any questions you may have on the material that has been forwarded to you for this item on the agenda.  **Resident and other communications**  A resident has been in contact to ask about having a larger goal post rather than the existing one. Notification of Election training has been received and I have placed this on the agenda, Offton & Willisham PC are willing to pay 50% of the cost. A cheque has been received and forwarded to our bankers for cemetery headstone lettering, this will be confirmed in the 4th Quarter accounts. I have had communication from a resident regarding planning application DC/22/0612 this morning. The Cycling Belles group are requesting funding and a grant application has been completed.  **Website -** is now being updated along with the emails by Suffolk Cloud to obtain the .gov.uk. They will also need your formal decision on Google Analytics information forwarded to you.  **The Election -** Notices have been placed on the noticeboards and hopefully I will be able to collect your completed forms for re-election this evening.  **Other items in progress with the Clerk:-** Election, End of year accounts and audit preparation, Correspondence to UK Power Networks and Anglian Water |  |
| 2023/19  a.  b. | **SID Report & ANPR Initiative update (Cllr Cook)**  SID report & update. It was noted that a driver had driven at 70mph in the afternoon and 54% of drivers are over the 30mph speed limit. Full information can be found in the addendum.  ANPR update – no news yet  Following on from information received from Cty Clr Oakes, an agenda item for the next meeting was given to the clerk to discuss putting up white gates by the 30mph signs. |  |
| 2023/20  a.  b.  c. | **BMSDC PLANNING CONSULTATION REQUESTS & PLANNING INSPECTORATE CONSULTATION REQUEST RECEIVED**  **DC/23/01103 – Two Storey Rear extension, Woodlands Farm, Bildesdon Rd**  This was noted  **DC/23/01104 – Listed Building Consent, Woodlands Farm, Bildeson Rd**  This was noted  **DC/23/00971 – Two Bay Cartlodge & log store, Gibbons Farm, Hascot Hill**  This was discussed and **SUPPORTED** by 4 with 2 AGAINST and 1 ABSTENSION |  |
| 2023/21  a. | **CEMETERY**  To discuss and agree a date for the annual Cemetery maintenance review including topple test and tidy  It was **AGREED** that this would take place on Monday 27th March, before the burial service due on 30th March. |  |
| 2023/22  a.  b.  c.  d.  e.  f.  g.  h. | **GOVERNANCE & PROTOCOLS**  To formally approve planning consultation process, delegation and procedure.  To formally approve:-  The Data Protection, Retention, Management & Disposal Policy  Public Privacy Notice  Staff & Volunteer Privacy Notice  Email Privacy Notice Footer  Items **a** to **e** were discussed and reviewed and taken as a group unanimously **APPROVED**  To formally discuss and approve the wording for the Playground Entrance Signs  It was AGREED that the Postcode Location, Contact Tel Number of the Clerk and that Batisford Parish Council should be named on there as responsible for the equipment. Two signs to be placed at each entrance.  To discuss opting for the new Neighbourhood Priorities Statement rather than a Neighbourhood Plan or Parish Plan – **SEE Public Participation Item 2023/17a.**  To discuss and agree either on ‘battisfordparishcouncil.gov.uk’ or ‘battisford-pc.gov.uk’?  It was **AGREED** that ***battisford-pc.gov.uk*** was preferred, and for the Clerk to advise Suffolk Cloud. |  |
| 2023/23  a.  b.  c.  d.  e.  f.  g.  h. | **FINANCIAL MATTERS**  **To Advise Payments Made after meeting of 17th January 2023**   1. **Clerk Wages February - £330.98** 2. **Barcliff Grant - £150** 3. **Battisford Village Hall Grant - £150** 4. **Battisford Cricket Club Grant - £1500.00** 5. **BMSDC Annual Play Inspection - £77.47** 6. **(Locality Award Expenditure on Bench) - £990.80** 7. **Swan’s Nursery (5 Trees) - £113.57** 8. **Sandy Lane Nursery (2 Trees) - £54.00** 9. **The Green Rental - £325.00**   **To advise of Income received up to 28th February 2023**   1. **BMSDC Locality Award - £1323.15** 2. **SALC Duplicate Payment refund - £48.00** 3. **Cemetery - £25.00** 4. **SCC Locality Award from 2021 - £822.86**   **To discuss and authorise payments of invoices payable in March 2023**   1. **Clerk Office Allowance, Expenses & Mileage - £103.55** 2. **Clerk Wages March - £330.98** 3. **SALC payroll service - £54.00**   The payments were UNANIMOUSLY **APPROVED** by Council  **Balance of Accounts as of 28th February 2023:-**  **Current Account - £\_9,830.61**  **Savings Account - £ 11,299.73**  **Savings Account - £ \_2,370.81**  **To discuss and agree playground inspection training eg: ROSPA costs, numbers, availability**  Following news that SALC had no plans to provide a further Playground Inspection Training Course in the near future, the new cost of training was discussed. It was **AGREED** that Cllr D Wicking would attend the course at a cost of £585 plus VAT, dates to be mutually agreed.  **To discuss and agree playground flooring following quotes received so far from Online Playgrounds & HAGS**  The Clerk had advised that the third company, Mortimer, had forwarded a quote for the flooring today. The work to be undertaken was discussed in depth. The Council discussed the quotes and felt Online Playgrounds gave the most competitive quote suitable for their needs and that all the work should be carried out at the same time. It was **AGREED** for the Clerk to advise Online Playgrounds and for work the to be undertaken.  **To Discuss and Decide on the Cycling Belles Grant application of £44**  The council discussed this grant application, which asked for half of the annual membership fee to UK Cycles to enable insurance cover for cycle events held in the villages of Combs and Battisford. Being part of this group would enable them to raise funds ongoing. The Council (without Cllr Wicking) UNANIMOUSLY **AGREED** to fund the application.  **To Discuss and Agree, including a budget, Coronation Plans for May**  In light of the news of the Battisford Village Hall Committee organising a King’s Coronation Celebration and after some discussion the Parish Council felt two events would not be cost effective or beneficial for the Parish. It was therefore UNANIMOUSLY **AGREED** that Councillors will offer their assistance to the event and that a donation of £400 to the Village Hall Committee’s coronation event to help cover costs would be a better way to ensure an excellent celebration was had by the Parish. It was also **AGREED** that this would be taken from General Reserves. Clerk to arrange. |  |
| 2023/24  a.  b.  c. | **Ongoing Parish Projects and Resident Communications**  Resident Query – Dog Bin for Church Road  The Councillors felt this was a good idea and a discussion took place as to the best place to site a bin. It was UNANIMOUSLY **AGREED** that the bin should dbe by the Church, halfway down Church Rd.  To discuss and agree a Playground Working Group maintenance day  Due to the uncertainty of the Weather it was decided that the Working Group would set a date in April.  Resident Query – Larger Goal Post  The size of the existing goal post was discussed as well as the unknown demand. It was concluded that 10 or more residents were needed to demand a new goal post before a change would be made to the existing one. |  |
| 2023/25 | **Items for the next agenda, the Annual meeting on 16th May 2023 at 7pm**  It was at this point that the Chair advised they would not be seeking re-election, Cllr Nicholas will also be stepping down. Both will be missed and thanks was given for their service.  **PPP EGM**  **Co-opting** |  |

**ADDENDUM**

1. **Dst Cllr D Pratt Report**

MSDC Budget 2023/24

At last week’s full Council meeting the administration agreed the Green-Lib Dem group’s amendment to put aside £2M to help residents most in need with energy-saving measures. The MSDC council tax freeze was also confirmed. The housing revenue account budget was also agreed, and this includes a 7% increase to council housing rents, just to try to keep pace with costs for some service soaring by almost 40% and to enable continued investment into repairs and maintenance.

Proposals put forward for a new Joint Babergh and Mid Suffolk Depot

Both Babergh and Mid Suffolk councils have agreed to provide a total of £12 million to improve the depot facilities. This is likely to end up with a single joint depot for the two councils. Currently, the depots at Stowmarket, Sudbury and Gt Wenham are no longer fit for future purpose, and are unlikely to meet the needs of the Council and residents in the medium term.

People and Place plans

Babergh and Mid Suffolk are to be part of a Government pilot project which aims to get more communities shaping the places they live with a new approach to planning. People and Place Plans are simpler than full Neighbourhood Plans and should be a more accessible way to highlight local planning priorities.

Pylon Action Group meeting

On Thursday 9th March the Essex Suffolk and Norfolk Pylon action group hosted two MPs and speakers including the X-links CEO Simon Morrish who talked about his project to deliver electricity generated by renewables from Morocco to the UK via a 3,800 km undersea cable. Derek Wyatt made a presentation about an offshore grid and energy island projects involving Denmark and other European countries.

One of the key messages of the event was that a ‘coordinated offshore grid’ akin to Denmark’s plan would be more cost effective in the long term compared to our current ‘piecemeal and pylons’ approach. Our MP’s reassured us that East Anglia GREENs plans will be reviewed by the Electricity System Operator's (ESO) and Offshore options will be considered in this review and community input will be sought.

Overview of Locality Budget

The fund for 2022/23 is now closed. This year there was more demand than ever for the fund and a range of projects benefited. The fund contributed to the upgrade of audio-visual equipment in Offton and Willisham Village Hall, improvements to the beer garden the Battisford Punchbowl CIC, equipment for a sensory wellbeing garden at Ringshall Primary School, and tree planting and new benches for Battisford’s recreation ground. The next round of locality funds will open in May 2023.

1. **Cty Cllr K Oakes Report**

98% of children were offered a place on National Offer Day at one of their three preferred schools and 93% were offered a place at their first preference school.

Suffolk County Council received 8,083 applications from parents and carers indicating which secondary school they would prefer their child to transfer to in September 2023. This is approximately 300 more applications than received last year.

Families who applied online can log on to the Admissions Portal from today to see the school their child has been offered. They will also receive an email to confirm this offer. Letters will be sent to parents who made a paper application by second class post today (1 March 2023).

Once school places have been confirmed, parents and carers need to consider how their child will get to and from school. If their child is eligible for Suffolk County Council funded school travel, they will receive an email by the end of March 2023 with details of how to opt-in.

Further information on secondary school admissions can be found at www.suffolk.gov.uk/admissions.

Fees waived for communities to celebrate His Majesty the King’s Coronation

To mark the celebration of His Majesty the King’s Coronation, Suffolk County Council has waived fees associated with applications to close roads for street parties and other local authority led public events.

Events will be taking place across the country, between 6 and 8 May 2023. This bank holiday gives communities and people throughout the UK the opportunity to come together and celebrate with their neighbours. Many of Suffolk’s residents will also be giving up their time as volunteers to bring people together as part of The Big Help Out. For all events planned over the weekend, which is being referred to as The Coronation Big Lunch, Suffolk County Council will not be charging fees normally associated with road closures for events.

Similarly, to the late Queens Platinum Jubilee, if you are looking to organise a street party as a group of residents, or if you would like to apply as a local authority, for an event in a large public space, such as a park, you can view more information at www.suffolk.gov.uk/Kings-coronation

State-of-the-art emergency services hub opens in Stowmarket

A new police and fire station off Needham Road, Stowmarket, has now opened – providing the facilities needed to enable efficient, effective, and environmentally responsible emergency services for Suffolk.

Collaborative working remains a priority for Suffolk’s emergency services, who recognise that this provides excellent value for money and further benefits for the county’s communities.

Stowmarket’s new station, situated on the A1120 junction with the B1113 Needham Road, is the latest in a programme of joint blue light hubs across Suffolk. However, it is the first new build, as the other 12 combined fire and police facilities comprise of existing sites which have been extended or refurbished.

The building has a range of green credentials, including photovoltaic panels to convert the sun’s rays into electricity, an air source heat pump system, 14 electric vehicle charging points, and insulation informed by thermal modelling to ensure this is of the highest standard and reflects the needs of the hub’s users.

In addition, the station’s location will enable easy access to the A14, the local road network, and in and around Stowmarket, one of Suffolk’s largest market towns, helping to ensure a swift response to whatever emergencies may arise.

Suffolk-based business Concertus designed the new station, which Morgan Sindall began constructing in July 2021. The project was made possible by funding of £1.24m from central government and a £431k contribution from Mid Suffolk District Council through the Community Infrastructure Levy.

Space has been provided within the station to accommodate the Salvation Army charity, which continues to provide welfare support to response staff during major incidents.

The hub may also be used in future by the East of England Ambulance Service as a drop-in facility for their crews, enabling truly joined up working for Suffolk’s three emergency services.

Children’s expert brought in to strengthen council’s focus on real-life experiences of children with special educational needs

An independent special advisor has been commissioned to further strengthen reform of special educational needs and disabilities services (SEND) at Suffolk County Council.

Well-respected senior leader in children’s services, consultant Anthony Douglas CBE, will work with SEND system leaders and the SEND networks to support the reforms already underway. He will draw on his years of experience to focus on how services are impacting upon the everyday experience of children and young people with SEND.

In chief executive and director roles for the last 20 years, Anthony Douglas has supported children and young people with SEND and their families, across health, care, and education. He also carried out a major inquiry in 2020 within a local authority about inclusive education practices in schools and colleges. He works with organisations internationally about the service developments needed for children with special needs of all types, with a view to improving those services. Anthony has chaired the Suffolk Safeguarding Partnership since 2019.

Further support for Homes for Ukraine Sponsors

Suffolk County Council will provide additional financial support for Homes for Ukraine Sponsors who are hosting Ukrainian guests, up to a value of £900.

From April, Sponsors who have hosted guests for a minimum of six months, will receive an additional £150 each month from the council.

This is in addition to the £350 monthly thank you payment Sponsors receive from the UK Government, whilst their guests are staying with them.

The Government’s monthly payment rises to £500 after their guests have been in the UK for 12 months, at which point the council’s additional payment will stop.

All sponsors who currently host guests that arrived under the Homes For Ukraine Scheme will receive an email from Suffolk County Council asking them if they wish to opt in to the offer of a top up.

Payments will begin from April 2023, paid one month in arrears.

New exhibition opens at Sutton Hoo telling the story of royal Anglo-Saxon Rendlesham

Rendlesham Revealed: The Heart of a Kingdom AD 400-800 is a new exhibition opening on Thursday 23 March 2023 at the National Trust’s Sutton Hoo, in Suffolk.

The exhibition takes visitors on a 400-year journey to reveal how the Anglo-Saxon royal settlement at Rendlesham grew and developed and celebrates the many volunteers from the local community who uncovered the long-lost archaeological remains.

This story is brought to life with over 150 archaeological finds from the settlement, ranging from food remains to gold jewellery, many of which have never been on public display before.

Suffolk County Council’s Archaeological Service is curating the exhibition to celebrate “Rendlesham Revealed”, a community archaeology project funded by The National Lottery Heritage Fund.

Over 400 volunteers from the local community have been involved in uncovering Rendlesham’s past, including young adults from the Suffolk Family Carers and Suffolk Mind, and local school children from Rendlesham, Eyke and Wickham Market primary schools. Volunteering has had a positive impact on many of those who took part.

The exhibition opens at Sutton Hoo on 23 March 2023 and will run until 29 October 2023. Entry to the temporary exhibition will be included in the normal admission charge to Sutton Hoo, which is free for National Trust members.

Smaller displays will also be on show at Norwich Castle and the West Stow Anglo-Saxon Village and Museum in 2024.

To find out more about the Rendlesham Revealed project visit: heritage.suffolk.gov.uk/rendlesham

Suffolk County Council secures £7.9 million for active travel schemes across county

Suffolk County Council has been awarded £7.9 million to boost active schemes across the county.

The money has come from Active Travel England (ATE) and will be spent on seven projects encouraging cycling and walking through measures such as cycle lanes, shared-use paths and improved crossing points on roads.

The money from Active Transport England will fund schemes promoting walk and cycling across Suffolk.

They include two mini-Holland schemes totalling more than £5m for Woodbridge, £1.3m for Grange Road in Felixstowe, and £1.2m for the route between Ipswich Hospital and the University of Suffolk.

1. **Speed Indicator Device Data**

**TRAFFIC ANALYSIS REPORT**

**Recreation Ground January 2023**

Traffic Report From 04/01/2023 12:00:00 PM to 15/02/2023 11:59:59 AM

85th Percentile Speed = 38.4 MPH

85th Percentile Vehicles = 9,942 counts

Max Speed = 70.0 MPH on 25/01/2023 15:05:00

Total Vehicles = 11,696 counts

Speed

Speed Limit: 30 MPH

85th Percentile Speed: 38.4 MPH

50th Percentile Speed: 30.7 MPH

Average Speed: 31.2 MPH

Daily count over limit   906

% over limit                54.1%

Avg Speeder               36.1MPH

**Bowl Meadow February 2023**

Traffic Report From 15/02/2023 11:00:00 to 03/03/2023 12:59:59 PM

85th Percentile Speed = 33.4 MPH

85th Percentile Vehicles = 4,362 counts

Max Speed = 55.0 MPH on 18/02/2023 14:30:00

Total Vehicles = 5,132 counts

Speed

Speed Limit: 30 MPH

85th Percentile Speed: 33.4 MPH

50th Percentile Speed: 27.8 MPH

Average Speed: 27.3 MPH

Daily count over limit   238

% over limit           32.4%

Avg Speeder        33.7 MPH

Link for Planning <https://planning.baberghmidsuffolk.gov.uk/online-applications/>