



BATTISFORD PARISH COUNCIL

Clerk: Nicola Glading 6 Albert Rolph Drive, Lakenheath IP27 9DA

clerk@battisfordpc.org.uk

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

MINUTES

of the Battisford Parish Council meeting held on 23rd March 2021

This meeting was held by virtue of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 *These Regulations came into force 4th April 2020*
UK Statutory Instruments 2020 No. 392 PART 2 Regulation 5

Present:

- Cllr D. Wicking (Chairman)
- Cllr J. Cook (Vice Chairman)
- Cllr S. Zethraeus
- Cllr J. Pope
- Cllr J. Wilson
- Cllr C. Nicholas

In attendance:

- County Councillor K. Oakes
- District Councillor Dr D. Pratt
- N. Glading, Parish Clerk
- L. Skellorn

2021/113	CHAIRMAN`S WELCOME and RECORDING OF MEETING	
	Clerk to record for minutes	
2021/114	APOLOGIES FOR ABSENCE	
a.	There were no apologies for absence.	
b.	Council to consent to accept apologies received: not applicable	
2021/115	DECLARATIONS OF INTEREST	
	None	
2021/116	CO-OPTION OF PARISH COUNCILLOR None	
a.	To co-opt a Parish Councillor by BPC councillors vote: no candidates	
b.	To agree that the relevant documents may be signed outside of the meeting: not applicable	
2021/117	PUBLIC PARTICIPATION	
a.	(i) Lucy Skellorn volunteered her services, along with support from (Jackie) as Battisford tree warden.) Ms Skellorn is tree warden for Ringshall PC, and is keen on promoting trees and hedges, she trained in horticulture at Otley College and has worked on various large estates. Although her address is Ringshall, she feels a close affiliation with Battisford. Cllr Pope will liaise with Lucy Skellorn after the meeting.	Cllr Pope

	<p>Clerk to arrange for notices about volunteering opportunities with Battsford PC on noticeboards and on BPC website.</p> <p>(ii) An email had been received from a resident 19/03/2021: Subject: Road junction “ I am writing to raise an issue that has been a concern for a number of years. It was highlighted for me recently when I had a very near miss with a car turning from Straight Road onto Valley Road. The right of way is for traffic coming from Church Road, but this is often ignored by cars turning into Valley Road. With the increase of traffic from delivery vans and potential traffic from new homes this junction is an accident waiting to happen. It would seem a change of priority would be a possible solution, with the appropriate signposts, could reduce the danger at this corner. I hope this can be discussed at a future Parish Council meeting.” (name and address supplied) It was felt that this re-enforces the existing BPC councillor’s stance on traffic issues and we are working with C/Cllr K Oakes to alleviate hazards where possible.</p>	Clerk
2021/118	UPDATES FROM COUNTY and DISTRICT COUNCILLORS	
a.	<p><u>Update from County Councillor K. Oakes</u> (Report emailed to Councillors previously) C/Cllr Oakes had sent the clerk (circulated to councillors) the email from Highways on the traffic hazards / remedial action at Church/ Valley Road and Straight Road/ Deadmans Lane. Cllr Nicholas is disappointed with the reply about STOP sign: C/Cllr Oakes will keep pushing for this. It was agreed that C/ Cllr Oakes has been open and transparent on the decision. She is hoping to get Paul Gant (Highway’s engineer) to come out in a few weeks, it would be helpful if BPC Chairman could attend this meeting</p>	Appendix 1
b.	<p><u>Update from District Councillor Dr D. Pratt</u> (District Report emailed to Councillors previously) COVID business grants applications will be closed shortly</p>	
2021/119	MINUTES OF THE PARISH COUNCIL MEETING held on 23rd February 2021	
a.	The minutes of the meeting held on 23 rd February 2021 were unanimously AGREED	
b.	It was further AGREED that delegated authority be given to the Chair to sign the minutes outside of the meeting	
c.	There were no matters arising not already on this agenda	
2021/120	MATTERS RELATING TO PLANNING APPLICATIONS FOR BATTISFORD	
a.	<p>Bowl Meadow Development: Update on hedging, sign removal and parking: Cllr Wicking has taken this up with planning enforcement people: he has statements as to when the site will be tidied up. Cllrs to check this weekend. (i) Hedging: to be looked at again in June 2021 (ii) Sign removal (iii) Parking area</p>	All Cllrs
b.	NOTED: Decision Notice Application Reference: DC/21/00002 Refusal of Permission - Erection of 1no. dwelling and creation of vehicular access (resubmission of DC/19/02290).	

	The Beeches, Straight Road, Battisford, Stowmarket Suffolk IP14 2LZ	
c.	Report from previous meeting: straw poll survey on broadband speeds by councillors. See 2021/100 February Minutes Cllr Wicking will collate the emails received	
2021/121	SID REPORT (Cllr Cook)	
	<p>The Speed Indicator Device Report from Cllr J Cook was RECEIVED. Recreation Ground data shows an increase in speeding, 65mph was the fastest recorded, latest report shows 80 mph speeds/20% were over the speed limit.</p> <p>Cllr Cook has sent information to Highways in support of the chicane idea. It was thought that an hourly breakdown would enable BPC to pinpoint the times to give the Police guidance on speed traps. It was suggested that a truer picture might be achieved after lockdown. Cllr Cook felt that this might be clearer but if there is a real and present danger we should report on. Cllr Cook will analyse the figures.</p> <p>The clerk reported attendance at an event on speeding and the 7 new ANPR devices now owned by Suffolk County Council. Clerk to ensure Battisford expresses an interest.</p>	Appendix 2
2021/122	MATTERS RELATING TO BATTISFORD NOTICEBOARDS	
a.	Update on repairs to noticeboards : Cllr Wicking reported that he is waiting for expected 10 days of dry weather so the work can be carried out.	
2021/123	CHAIRS ITINERARY and REPORTS (on the night)	
a.	Chairmans report: (i) Barriers to the slide mound have had to be re-installed.	
b.	Councillors' reports (i) Cllr Pope reported that one tree on Sandy Lane need to be replaced. (ii) The Arthritis Action information has been forwarded to the Barclif. (iii) New residents at Bowl Meadow have expressed their thanks to C/Cllr Oakes for her help with school transport. The previous decision was overturned, and the family are delighted.	
2021/124	ENVIRONMENTAL/ FACILITIES MATTERS	
a.	<u>Update on Battisford Tree Survey</u> and Tree Warden initiative: work in progress	
b.	<p><u>Update on slide mound repair</u> and CIL funding application to Combs P C</p> <p>(i) Cllr Cook reported that Eastern Play Services will be starting work on 19th April, a site survey will take place the night before. The work will take 3 to 5 days. Cllr Cook will ask the contractors how they will manage safety precautions whilst work is in progress.</p> <p>(ii) Cllr Wicking was approached by Combs PC who have offered to contribute to the mound repair costs, with money from CIL. Cllr Wicking will proceed with application</p>	Cllr Cook Cllr Wicking
c.	<p><u>Update on the Quiet Lanes initiative</u></p> <p>Cllr Zethraeus took part in zoom meeting; all is going according to plan. Surveys will commence end April/ beginning of May. Cllr Zethraeus will send round details of the new initiative for the BPC website and Next door page</p>	Cllr Zethraeus

d.	<u>Update on Pond (Green initiative) and Locality Budget funding</u> Cllr Pope reported that we are waiting on Suffolk Wildlife Trust, who will become involved after lockdown ends.	
2021/125	MATTERS RELATING TO THE CEMETERY	
a.	Replacement of bench: Clerk had reported back on previous decisions. Bench: it was agreed that this was recycled, clerks report back on previous minutes Cllr Pope has found a letter confirming that the Betty Buckle Seat was donated by the Parish Council in 1991. Clerk to get a requote from Glasdon (next meeting)	Appendix 3 Clerk
2021/126	REVIEW OF INTERNAL AUDITORS REPORT	
a.	The Councillors unanimously AGREED to adopt the policies and procedures as below: (i) Data protection information, privacy, data retention and disposal policy (ii) Procedures for dealing with a Subject Access Request (SAR) (iii) Procedures for dealing with data breaches (iv) Accessibility statement. At Year End: (i) List of items of expenditure over £100 (ii) Results of review of effectiveness of annual audit.	
2021/127	GOVERNANCE	
a.	Asset Register query: update on bus shelter / VHMC storage facility: the clerk has written to Dean Williams, the Chairman of the VHMC for his views but has not received a reply. Cllr Wicking will pick this up with Mr Williams.	Cllr Wicking
2021/128	FINANCIAL MATTERS	
a.	The invoices payable March 2021 were unanimously AGREED and it was RESOLVED to pay the same.	Appendix 4
b.	Update on revised Battisford Punchbowl request (smaller shed) Deferred until councillors know more/ next meeting	
2021/129	EXCHANGE OF INFORMATION	
	To exchange any relevant information at the discretion of the Chairman (i) NOTED New Community Ownership fund – information from the recent Recent Budget. Jane Parish to be invited to next meeting (invitation and zoom link had been sent for this meeting on March 16 th and March 23 rd) (ii) Commemorative Battisford tea towel: Cllr Pope reports that the artist still has the artwork.	Appendix 5
2021/130	EXCLUDED ITEM	
	It was RESOLVED that, under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed at next item (commercially sensitive)	

DATES OF FORTHCOMING MEETINGS: for up to date information please see BPC website
<http://www.battisfordpc.org.uk/battisford-parish-council/meetings/>

April 20th 2021, May 18th 2021, June 22nd 2021

Meeting closed at 8.37pm

2021/131	EXCLUDED ITEM (commercially sensitive)	
a.	The 6 quotations for grass cutting at the Cemetery, Play area and Playing field were discussed It was RESOLVED to appoint TOP Services (Tom Duchesne) for one year. Clerk to thank other contractors for their interest and draft contract	Clerk

Appendix 1

Church Road/Valley Road & Straight Road/Deadmans Lane

I have now had a response from the Safety and Speed Management Team concerning the two junctions visited at the site meeting with the Parish Council. I have also received comments from John Simpson of the LHB team.

1: Church Road/Valley Road: Although the Parish feel they would like the layout of the junction to be changed giving priority to and from Valley Road, no collisions have been recorded at this junction. There is a risk that great expense could be incurred in changing the priorities only to result in crashes where there were none previously. Changing the priorities may also involve a great deal of junction re-modelling and may require additional drainage infrastructure to be installed and the costs could be considerable in terms of design and construction. Both teams do not consider there is any justification for any expenditure for alterations at this junction.

2: Straight Road/Deadmans Lane: A serious collision was recorded on 14/11/18 with a driver who “failed to look properly” pulled out of the side road into the path of a vehicle on Straight Road heading west to east. Whilst this is the only collision recorded and was due to poor driving the Safety and Speed Management Team suggest that:

- *Vegetation is cut back hedge and to extend visibility – Whilst Suffolk Highways does notice landowners to cut back vegetation that overhangs the highway, further cut back on private land would require the permission and co-operation of landowners. I would suggest that the Parish seeks the view of the affected residents. You may wish to explore with John Simpson whether The LHB team could possibly include the cost of this work as part of the scheme, although the residents could arrange this themselves. The only other limitation is the existing telegraph pole and overhead cables on the east side of the junction.*

- *Erect side road junction ahead warning sign on Straight Road on eastbound approach to side road, with one or two SLOW markings as well.*

This is something that the LHB could undertake if funding was identified, including from the of a vehicle on Straight Road heading west to east. Whilst this is the only collision recorded and was due to poor driving the Safety and Speed Management Team suggest that:

- *Vegetation is cut back hedge and to extend visibility – Whilst Suffolk Highways does notice landowners to cut back vegetation that overhangs the highway, further cut back on private land would require the permission and co-operation of landowners. I would suggest that the Parish seeks the view of the affected residents. You may wish to explore with John Simpson whether The LHB team could possibly include the cost of this work as part of the scheme, although the residents could arrange this*

themselves. The only other limitation is the existing telegraph pole and overhead cables on the east side of the junction.

- Erect side road junction ahead warning sign on Straight Road on eastbound approach to side road, with one or two SLOW markings as well.

This is something that the LHB could undertake if funding was identified, including from the Parish. Please contact John if you would like an estimate.

Appendix 2

Recreation Ground Feb-March 2021

Traffic Report From 22/02/2021 04:00:00 PM through 09/03/2021 03:59:59 PM

Max Speed = 65.0 MPH on 28/02/2021 13:50:00

Total Vehicles = 4,017 counts

Speed

Speed limit:	30 MPH
85th Percentile Speed:	37.4 MPH
50th Percentile Speed:	29.6 MPH
Average Speed:	29.5 MPH
% over limit	46.8%
Avg speeder	35.9MPH

Appendix 3

CEMETERY SEAT

SUMMARY OF MINUTES JULY 2019

88. MATTERS RELATING TO THE CEMETERY

a) Cemetery seat is rotten and in need of urgent repair. Clerk to investigate replacing with recycled plastic which require little maintenance and are durable, compare with traditional design costs. Plaque to be retained. Cllr Lambotte will assist with measurements and transport.

SEPTEMBER 2019

106. MATTERS RELATING TO THE CEMETERY

a) The unsafe seat at the Cemetery, in memory of Cllr Betty Buckle, has been removed and the plaque retained by Cllr Lambotte. The information on replacement costs was discussed. It was AGREED (5 in favour, 1 abstention) that the seat should be replaced once further investigations into relatives have been exhausted. Clerk to check burial records to ascertain if Cllr Buckle was buried in the Cemetery. It was further AGREED that the seat should be made of recycled plastic, specifically the Glasdon Eco seat at £450.89 (inclusive VAT and delivery) and ground fixing kit.

"Goddards"
 Straight Road
 Battisford
 Near Stowmarket, Suffolk
 IP14 2LZ
 Telephone (0449) 3193

24th January, 1991

Dear Alan,

On behalf of my Sisters Edna and Joan, and myself, I write to express our sincere thanks to you, and all Members of the Parish Council, for the Seat placed in the Cemetery in Betty's memory.

Betty enjoyed taking part in all Village activities, especially Parish Council work, and we feel sure that this seat will give pleasure to parishioners, and others who may care to use it from time to time. It is a very generous and kind thought on the part of the Council, and greatly appreciated by us.

Thanks once again to all concerned.

Yours sincerely,

Mary

A. Burgoyne Esq.,
 Chairman of Battisford Parish Council,
 Bakers Farm,
 Battisford.

Appendix 4

BATTISFORD PARISH COUNCIL					
ACCOUNTS PAYABLE March 2021					
none					
Payee	Item	Amount	VAT		
NG	March 2021 salary	£330.98		Your request has been completed. Your reference for this transaction is 174628581	Paid 30.03.2021
NG	Office costs Jan Feb March 2021 £78 + reimbursement of postage costs £18.42 (see breakdown below)	£96.42		Your request has been completed. Your reference for this transaction is 670900919	Paid 30.03.2021
SALC	Provision of payroll services to March 2021	£54.00	£9.00	Your request has been completed. Your reference for this transaction is 892547353	Paid 30.03.2021

Appendix 5

