

**Minutes of Little Bealings Annual Parish Council meeting held at Bealings Village Hall at
7.45pm on Tuesday 26 May 2015**

Present: Mrs F Rogers (Chairman for item 1), Mrs M Wilson (Chairman for other items) Ms J Shaw, Mrs T Cornish, Ms D Head, Mr C Hopkins and Mr D Hunter

Also present: Mr P Bellfield (Suffolk County Councillor), Mr C Hedgley (Suffolk Coastal District Councillor) and two residents, for part/all of the meeting

In attendance: Mrs C Ramsden, Clerk to the Council

**Councillor
Actions**

1 Election of Chairman and Vice Chairman

Mrs Rogers (as current Chairman of the Council) asked for nominations. Mrs Wilson was proposed by Mr Hunter and seconded by Mrs Cornish. There were no other nominations. It was **RESOLVED:**

- That Mrs Wilson be elected Chairman of the Parish Council.

Mrs Wilson signed the Declaration of Acceptance of the Office of Chairman.

The Chairman asked for nominations for Vice Chairman. Mrs Cornish was proposed by Mrs Wilson and seconded by Mr Hunter. There were no other nominations. It was **RESOLVED:**

- That Mrs Cornish be elected Vice Chairman of the Parish Council.

2 Apologies and Declarations of Interest

Apologies were received from Mr Rufford, who was away.

Mrs Wilson declared a pecuniary interest in the EAOW1 planning application and a non pecuniary interest in planning application C13/0393: Stables opposite Brimar, The Street: Change of Use to Riding Establishment as a nearby resident.

Mrs Cornish declared a non pecuniary interest in the EAOW1 planning application, as a nearby resident.

Ms Head declared a non pecuniary interest in fencing on the boundary of The Grove, The Street, as a nearby resident.

3 Appointments

It was **RESOLVED:**

- That the following be appointed for the forthcoming year:

VHMC representative: Ms Shaw

SALC representative: Mrs Wilson

Footpath and Tree Warden: left vacant

Webmaster: Mrs Shaw (not Councillor Ms Shaw), with Mrs Wilson's

assistance
SAVID: Ms Head

4 **Adoption of Standing Orders**

It was **RESOLVED**:

- That The National Association of Local Councils Standing Orders (2010), revised first version, as amended, be adopted.

5 **Public Participation Session**

Mr Hedgley advised that SAVID would be formally launched on 27 June. He hoped that Ms Head would be able to attend and offered to car share.

6 **Minutes of the Meetings Held on 2 March, 1 April and 15 April 2015**

It was **RESOLVED**:

- To amend and then approve the minutes of the meetings held on 2 March and 1 and 15 April March 2015.

7 **Matters Arising from the Minutes**

Community Emergency Planning

It was noted that no progress had been made on the idea of a joint Community Emergency Plan before Dr Rowe had stood down from the Council. It was **RESOLVED**:

- Not to proceed with Community Emergency Planning.

8 **Planning**

Applications

DC/15/1227/FUL: Proposed single storey front extension and 1½ storey rear extension: Holly Lodge, Martlesham Road
SCDC had approved this application.

Sunfield Farm House Playford Road Little Bealings Suffolk IP13 6ND
Portal-framed rectangular storage building with dark green profiled metal roofing and upper walls. Walls up to 2.4m from ground level to be constructed in concrete blockwork

SCDC had advised that approval was not required for this agricultural development.

DC/15/0873/FUL: Erection of a two storey detached dwelling at Bealings Holt, Martlesham Road

SCDC had refused permission for this development. The Chairman confirmed that no further correspondence had been sent to the applicant, who was not content with a Councillor's input into consideration of the application.

DC/15/0366/FUL: Demolition of High Rigg and Replacement with a new five bedroom country house with new driveway and highway access: High Rigg, Martlesham Road

SCDC had refused permission for this development.

DC/14/4251/FUL: Erection of a new headquarters building for vehicle hire operator Trucks R Us comprising of workshop, offices, associated parking, drainage infrastructure and landscaping to allow for the hire, storage, workshop and sales of vehicles and machinery at Sinks Pit, Main Road, Kesgrave

SCDC had approved this application with conditions. It was noted that construction of a concrete base was underway at the eastern end of the applicant's land but outside this application site boundary. It was **RESOLVED**:

- To ask SCDC if the works were permitted development or needed planning permission.

DC/15/1399/OUT: Land Opposite Croft Cottage, Gt Bealings

This application, linked to the applicant's proposal to facilitate the reopening of The Admiral's Head, had been withdrawn.

Mrs Wilson left the meeting in accordance with her declaration of a pecuniary interest in the next item. Mrs Cornish took the chair.

EAOW1:

The Clerk had met with an agent of the landowner to ask whether the developers could be encouraged to use the existing field entrance in Holly Lane for site survey work and not a gap in the field boundary near the junction of Holly Close. The agent had noted the situation and suggested that some hedge planting could prevent the gap being used in future. It was **RESOLVED**:

- To ask the agent for any update on the timing of the site survey work and if the applicant would be advised to use the existing field entrance.

The response of EAOW1 to the Council's request for comments on health implications resulting from the change from HVDC to HVAC current was noted.

Mrs Wilson returned to the meeting and resumed the chair.

Erection of Boundary Fence at The Grove, The Street

It was noted that the fence had been partly reduced in height and that SCDC had advised that planning permission was only required if it exceeded the height of the fence it was replacing. SCDC had not responded to a request as to whether permission was now required. It was **RESOLVED**:

- To repeat the request to SCDC regarding the need for planning permission.

C13/0393: Stables opposite Brimar, The Street: Change of Use to Riding Establishment

Riding lessons had resumed after a break and it was noted that parking was still not resolved. No planning permission had been issued by SCDC. It was **RESOLVED**:

- To repeat previous requests to SCDC to determine the application.

C/12/2483 Finches Hill, The Street: Certificate of Lawful Use of Existing Development for a swimming pool enclosure built under permitted development law previously attached to dwelling but since 02/12/12 not attached

It was **RESOLVED**:

- To repeat previous requests to SCDC as to whether a CLEUD would be issued for this development.

Works at Grove Farm, The Street

A resident's concern about demolition, burning works and digging at the site (raised at the Annual Parish Meeting) were considered. It was noted that other residents had also contacted the Council and as a result SCDC had visited the site. It had advised that it considered the waste being burned was 'clean' waste and did not constitute a nuisance. It was noted that planning permission existed for the redundant farm land to be used for the construction of industrial & commercial units which may explain the works. However, there was concern that asbestos may be being removed, which required licensing by the Health and Safety Executive to protect workers, and came within the remit of the Environment Agency in respect of environmental pollution. It was **RESOLVED**:

- To contact the Environment Agency to establish whether asbestos was being removed and if so what public health precautions were necessary.

Playspace Funding

It was noted that Bealings Village Hall Management Committee wished to apply to SCDC for the parish's share of the Playspace funding (£481.02) to replace the wooden toddler maze with picnic tables. It was **RESOLVED**:

- To advise SCDC that the Council supported the application.

9 Highways

Highway Infrastructure for Ipswich Garden Suburb Development

Tuddenham St Martin Parish Council had invited the Council to send two representatives to a meeting (on 23 or 25 June or 14 July) of affected parishes, to prepare an action plan for a joint approach to SCC, seeking highways infrastructure for the development which would be best for the adjacent villages.

Mr Bellfield advised that SCC was very keen that no planning permissions were granted for the development until the current highways infrastructure had been agreed, as current provision was inadequate. However, as a consultee, it could not insist that Ipswich Borough Council adhered to this.

Mr Hedgley advised that he would be attending the meeting as a Gt Bealings Parish Councillor.

It was **RESOLVED** that:

- Subject to the date being finalised, Mrs Wilson and Mrs Cornish **MW, TC** would attend on behalf of the Council.

20mph Limit for The Street

It was noted that the preliminary design was not yet available from SCC, but that they wished for confirmation of funding in the region of £5,500.

Mr Bellfield confirmed that he would be providing £5,000 from his highways budget, and may also be able to provide the outstanding balance. Locality budgets for both Mr Bellfield and Mr Hedgley were not yet available. It was **RESOLVED**:

- To advise SCC that funding was in place and ask for details of the design to be sent.

Parking at Hall Road Crossroads

It was noted that no reply had been received from SCC and **RESOLVED** that:

- The matter be raised again with SCC.

Boundary Fencing at Hall Road Crossroads

A resident of Gt Bealings had drawn the Council's attention to new fencing, erected by the adjoining landowner. The new fence line had resulted in greatly improved visibility at the junction and it was **RESOLVED**:

- To thank the landowner concerned for his consideration in providing a fence line which improved visibility considerably.

Footpath Cutting

Mr Ball had confirmed that he was available to undertake this, as in previous years.

10 Police

It was noted that no one was able to attend, but a report had been supplied for the APM. The dates of Police Surgeries would be displayed on the Council's notice boards. It was **RESOLVED**:

- To ask if the police had visited Bealings School again in March to advise on road safety and parking, as intended.

12PT Meeting

Mrs Cornish had been unable to attend the last meeting. Mr Hedgley advised that he had attended and speeding traffic remained a priority. It was noted that Gt Bealings 'speedwatch' sign had been stolen.

11 Installation of a Dog Waste Bin

There was some concern that dog waste was not being collected and/or disposed of properly. It was noted that SCDC would supply and fix a bin with a year's supply of bags at a cost of £160 plus VAT. The bin would be emptied weekly. After the first year bags would be supplied free of charge. The location of a bin was of some concern, as they were not popular adjacent to residential properties, but must be accessible enough to be emptied. It was **RESOLVED**:

- To ask residents if there was a need for any bin and, if so, at what location(s) via the Benefice Newsletter.

12 Finance

Adoption of Financial Regulations

It was **RESOLVED**:

- That The National Association of Local Councils Financial Regulations Model Financial Regulations, be adopted as last year, and that Mr Hunter therefore continue to undertake the verification in 2.2 of the Regulations. **DH**

Review of Internal Audit and Adoption of Accounts for 2014/15

The accounts for 2014/15 and the report of the internal auditor had been circulated to Councillors. Notice of arrangements for inspection of the accounts was currently displayed on the Council's notice boards as required.

The Council reviewed the effectiveness of its financial management in accordance with the requirements of the Annual Governance Statement. After consideration it was **RESOLVED**:

- That the current arrangements for financial management and the internal audit were effective and appropriate
- That the accounts for 2014/15 be approved
- That the return to the external auditor for 2014/15 be approved

Income and Expenditure

Income:

The first half of the precept (and grant) had been received from SCDC: £3013.90

Expenditure:

It was **RESOLVED** that the following expenditure be incurred:

- Donation for 2015/16: Bealings Village Hall: £250
- Donation for 2015/16: Playing Field: £500
- Donation for 2015/16: The Angela Cobbold Hall Magazine Fund: £150
- Donation to Headway: £25
- Donation to Age UK: £25
- Gift to Internal Auditor: Mr P Gardiner: £20
- Clerk's Salary for April and Annual Allowance and expenses: £503.18
- Clerk's Salary for May: £256.24
- Clerk's Salary for June: £256.24
- PAYE cheque for Clerk's Salary for April: £64.20
- PAYE cheque for Clerk's Salary for May: £64.00
- PAYE cheque for Clerk's Salary for June: £64.00
- SALC Annual Subscription: £227.00
- Community Action Suffolk Annual Subscription: £30
- Suffolk Preservation Society Annual Subscription: £30

A schedule of the above payments was signed by the Chairman, and cheques were signed by Mrs Wilson.

After the above payments the bank account balance would be £1,554.32

Change of Bank Mandate: Barclays Bank Account

It was **RESOLVED**:

- To remove Mr Rufford and Mr Wilson as signatories and to appoint Ms Head and Mr Hopkins as signatories, in addition to Mrs Wilson.

Pension Registration

It was noted that the Council had registered with The Pension Regulator, as required.

13 Communication

It was **RESOLVED** that:

- Agendas and notices of meetings would be served on Councillors by email.

14 Councillor Training

It was **RESOLVED**:

- To investigate whether a joint training session for Councillors could be arranged in the parish with Gt Bealings and Playford Councillors, thereby sharing the costs.

15 Matters Arising from Circulated Items (2015/02 and by email)

There were no matters arising. It was **RESOLVED**:

- To reduce the number of items circulated with the intention of only circulating items with relevance to the parish.

16 Correspondence

Items received were noted and it was **RESOLVED** that:

- the following items would be circulated to Councillors:
 - Clerks and Councils Direct
 - Suffolk View
 - The Ipswich Society Newsletter
 - A copy of the TPO made in 1947 to protect trees on Martlesham Road.
- the order of circulation would be Mrs Wilson, Mr Rufford, Mrs Cornish, Mr Hopkins, Ms Shaw, Ms Head and Mr Hunter.

There being no further business to discuss the meeting closed at 9.05pm. The next scheduled meeting will be held on Monday 6 July 2015.