

BRAMFORD PARISH COUNCIL
MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON MONDAY 15th March 2021
VIDEOCONFERENCE

Present (by video): Cllrs M Brand, S Coulson, I Dicker, A Haigh, P Kingham (arrived at item 5), J Gardiner, L Powell (Chairman) C Ranson, C Reeve, J Tunaley, C Wolton, Claire Pizzey (Locum Clerk), District Councillor James Caston, County Councillor John Field, and 11 members of the public

1.	To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act 1972): None received.
2.	To receive member's declarations of pecuniary and non-pecuniary interest: C Wolton declared an interest as a member of the Scout Group.
3.	To consider any requests for dispensations received: There were no requests for dispensations.
4.	To note the minutes of the Parish Council meeting of 15th February 2021 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting: All Councillor's confirmed receipt of the minutes. The Chairman proposed to accept the minutes of February 15 ^h 2021 as a true record of the meeting and decisions made and that delegated authority is given to the Chair to sign the minutes outside of the meeting. Seconded by Cllr Gardiner with all in favour.
5.	Rob Hancock, Corporate Property Suffolk County Council Corporate Services to discuss the opportunities around development of the land between Bramford Road and the A14 known as 'The Gables:' Rob Hancock from Suffolk County Council and representatives from Concertus presented to the members their housing approach in Suffolk. They shared an indicative plan of an area that has been identified as a potential development of up to 150 homes on the land between Bramford Road and the A14. It was agreed that both the Parish Council and Suffolk County Council had items to discuss and a further meeting will be held in the future.
6.	Public Forum: No comments were received.
7.	To receive report from County Councillor John Field: Members confirmed receipt of the report prior to the meeting. No comments were made.

	To receive a report form and District Councillor James Caston: Members confirmed receipt of the report prior to the meeting. No comments were made.
8.	To note any updates on the Action Plan and agree any actions: The members noted the action log. The Chairman updated the members on: <ul style="list-style-type: none"> • Bramford Bridge Land: Solicitors have advised that the Parish Council now own the land. • CIL presentation: A date for the CIL team to present to Bramford to be arranged.
9.	To agree the action for the next stage of the application for the HQ Windows: Cllr Wolton reported that the structural survey has been completed and she is awaiting the report. It has been reported that all the windows will need to be repaired. It was agreed that permission is given to Cllr Wolton to continue with the Listed building planning application once the report has been received.
10.	To agree the street furniture for the phone box project: Cllr Reeve proposed that the Parish Council purchases 2 x Corido Balmoral benches at a total cost of £800 + vat (including delivery) and a budget of up to £200 is agreed for the planters. The Chairman seconded with all in favour.
11.	To agree a grant donation of £4,000 to the Playing Field Committee for the Outdoor Gym Equipment: The Chairman of the Playing Field committee reported that the committee was struggling financially and safety issues have been raised on the building which need to be actioned. It was agreed that this this should be looked at along with the outdoor gym equipment at the April meeting.
12.	To agree a budget of up to £200 for the Communication Strategy, to include setting up of the Parish Council E-Newsletter and resident questionnaire: Cllr Wolton proposed that a budget of £200 is agreed for the communication strategy. Cllr Ranson seconded with all in favour.
13.	To agree that an additional letter is sent to MSDC Planning Department regarding the application for the Cock PH: Cllr Wolton agreed to write the additional letter to the MSDC planning department. All were in favour.
14.	Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to

note the following determinations made by MSDC:

- **DC/21/01014 Proposal:** Householder Application - Erection of single story front/side extension (amended scheme to approved DC/20/05420). **Location:** 11 St Marys Close, Bramford, Ipswich, Suffolk IP8 4DL: Cllrs agreed to SUPPORT the application.
- **DC/21/01220: Proposal:** Application for approval of reserved matters following grant of Outline Planning Permission DC/18/00233 dated 09/07/2019. Appearance, Landscaping, Layout and Scale for Residential development of up to 190 homes including affordable homes, pre-school facility, with areas of landscaping and public open space, new access from Loraine Way and pedestrian and cycle links **Location:** Land East Of The Street And Loraine Way , Bramford, Ipswich, IP8 4NS: The Chairman proposed that the Parish Council supports the application but have the following concerns:-
 - Entrance to the site on the B1113: The current speed is 50mph at the access/exit junction to this development. The Parish Council feel that this is inappropriate speed pulling out onto this busy trunk road and wish to request the maximum speed of this road should be 40MPH and set back three hundred metres before the main road entrance.
 - We are concerned re the proximity of the new build plots 1, 8 and 9 to the existing homes on Loraine Way/B1113. These existing homes seem to have new properties far closer to their plots than the other existing homes. Whilst we appreciate the existing and proposed landscape buffer zones, we would like this area to be reconfigured to give the homes more distance from new builds. This development clearly has a huge impact on these homes and a level of understanding and sympathy to their space and outlook would be appropriate.
 - We have grave concerns regarding the location of the Pre-school, and our local knowledge tells us that this site, river side of the tree line frequently floods and is not a good location for this build. This eastern boundary of the site is at risk of flooding, and I would encourage further investigation into this matter to avoid any complications during building phase and escalating costs to SCC as a result. It is interesting that Bellway themselves have removed the play area originally planned next to the Pre-school due to the flood risk and inappropriate location for children so close to the river, however this build is still going ahead.
 - Street lighting: As this development is the last built-up area prior to the river and nature/ wildlife area the Parish Council would like to have the minimum street lighting as possible on the development to cause the least harm to the animals that live here including bats. Please support the ecology of the site and its rural surroundings by keeping street lighting to a minimum and with the lowest wattage and timers to cut off at midnight.
 - We are extremely concerned with the condition of the land between Bellway and Hopkin Homes and require some reassurance that this site will be improved once building is complete to ensure it is a useable strip of recreational land for the community and wildlife

	<p>to enjoy. Currently it is not acceptable and is rough and dangerous for residents. We understand that this maybe a Hopkin Homes issue, but does Bellway have some influence and interest in this land.</p> <ul style="list-style-type: none">• Nature area: The Parish Council would like a better understanding regarding the content, plan, and management of the nature area to the north. We have discussed with Bellway directly that we wish for this to be a nature area for the community, with mowed paths, wildflowers, bird/bat boxes etc. to provide an area for wildlife that will need supporting due to the development. Also, seating/benches and nature signage etc. was also discussed but again no formal plan has been seen or agreed. Could Bramford Parish Council be considered to take over the ownership of the open public space for a commuted sum?• It has also been discussed that due to an unsuitable location on site for the required play area, Bellway stated they would be willing to contribute funding to our existing village playing field which is extremely close by. Again, no agreement has been agreed at this time and we wish for this to be formally agreed with Bramford Parish Council and Bellway. <p>Cllr Wolton seconded with all in favour. The Chairman, Cllr Wolton and the Clerk to submit the comments.</p>																														
15.	<p>Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:</p> <p>1. DC/21/00213 Proposal & Location of Development: Householder Planning Application - Erection of a single storey flat roof extension. Braeside, Hibbard Road, Bramford, Ipswich Suffolk IP8 4BH. Planning permission has been GRANTED.</p>																														
16.	<p>Finance:</p> <p>1. The Council confirmed receipt of the finance report for February 2021 prior to the meeting including, Bank reconciliation, Budget to Actual and Receipts and Payments since the last meeting. No questions or comments were made. It was agreed that the financial reports are accepted and agreed that the delegated authority be given to the Chair to sign the reports outside of the meeting.</p> <p>2. All Councillors confirmed receipt of supporting invoices and documents and resolved to approve and authorise the following payments:</p> <table><tr><th>Expenditure</th><th colspan="2">Cheque / BACS / SO</th><th>Net</th><th>VAT</th><th>Total</th></tr><tr><td>Locum Clerk</td><td>BACS</td><td>C Pizzey</td><td>485.75</td><td></td><td>485.75</td></tr><tr><td>Payroll</td><td>BACS</td><td>SALC</td><td>22.50</td><td>4.50</td><td>27.00</td></tr><tr><td>Cemetery</td><td>BACS</td><td>Nosegay</td><td>150.00</td><td></td><td>150.00</td></tr><tr><td>Cemetery</td><td>BACS</td><td>Nosegay</td><td>150.00</td><td></td><td>150.00</td></tr></table>	Expenditure	Cheque / BACS / SO		Net	VAT	Total	Locum Clerk	BACS	C Pizzey	485.75		485.75	Payroll	BACS	SALC	22.50	4.50	27.00	Cemetery	BACS	Nosegay	150.00		150.00	Cemetery	BACS	Nosegay	150.00		150.00
Expenditure	Cheque / BACS / SO		Net	VAT	Total																										
Locum Clerk	BACS	C Pizzey	485.75		485.75																										
Payroll	BACS	SALC	22.50	4.50	27.00																										
Cemetery	BACS	Nosegay	150.00		150.00																										
Cemetery	BACS	Nosegay	150.00		150.00																										

	Professional Services	BACS	Birketts	112.50	22.50	135.00
	Professional Services	BACS	Birketts	2,567.50	513.50	3,081.00
				3,488.25	540.50	4,028.75
17.	To adopt the Sickness and Absence Policy: The Chairman proposed that the Parish Council adopts the Sickness and Absence Policy. Cllr Reeve seconded and all were in favour.					
18.	To adopt the Expenses Policy: The Chairman proposed that the Parish Council adopts the Expenses Policy. Cllr Reeve seconded and all were in favour.					
19.	To adopt the Document and Electronic Data Policy: The Chairman proposed that the Parish Council adopts the Document and Electronic Data Policy. Cllr Reeve seconded and all were in favour.					
20.	To discuss and agree the setup of Community Speed Watch: The Chairman reported that 6 volunteers are needed to set up the Community Speed Watch. The training and equipment would be provided by the Police. It was agreed to put this in the newsletter and the next edition of InTouch to see what the response is for the scheme.					
21.	To discuss and agree the replacement of village dog poo bins: The Chairman reported that 2 new dog bins are in need of replacement. It was agreed that 2 new dog bins are purchased. The Clerk to get quotes for the April meeting.					
22.	To agree to obtain quotes to appoint a Tree contractor to carry out regular checks, of all the trees the council is responsible for and to deal with problems or maintenance as required: It was agreed that Cllr Gardiner would obtain some quotes from Contractors for a future meeting.					
23.	To discuss the Annual Parish Meeting and Annual General Meeting 2021: The Clerk reported that the regulation that allow local authorities to hold meetings remotely apply to local authority meetings that are required to be held, or held, before 7 May 2021. This means that, without any further action from the government, all local authorities including local councils must return to face-to-face meetings from 7 May. The Chairman proposed that the Parish Council brings forward the date of the AGM to Wednesday 5 th May 2021 and the Annual Parish Meeting is held on the same date before this meeting. Cllr Coulson seconded with all in favour.					
24.	Reports from Committees and Relevant groups					

	<ol style="list-style-type: none"> 1. Bramford Playing Field: Cllr Tunaly informed the members that a written report will be presented at the April Parish Council meeting. 2. Allotments: Cllr Brand reported that a resident had enquired about the rules for fires on the allotments. 3. Lorraine Victory Hall: Cllr Wolton reported that the hall will be re-opening on 17th May in line with the Government Guidelines and will be fully operational as of 21st June 2021. 4. Bramford Open Spaces: Nothing to report. 5. Bramford C of E VC Primary School: Cllr Wolton reported that a Crossing Officer had been recruited. 6. Councillors' Reports: Nothing to report
25.	Date of next meeting: Members are asked to note that the next Parish Council meeting is scheduled for 19 th April 2021 via zoom commencing at 7.00pm
26.	To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press to be excluded from the meeting due to the confidential nature of the business to be discussed: It was resolved that the public be excluded from the meeting to update the members on staffing matters of a confidential matter.
27.	Close of meeting: The meeting closed at 21.47

Minute ref: 8

PC Date	Action	Owner	Comment
17.02.20	HQ Windows	Clerk/LP/ CW	It was agreed to split the project into two. Costs to be sought for the back windows. JL Chick has carried out the survey and awaiting a report.
17.02.20	HQ Toilets	Clerk	Work has started on the HQ toilets.
16.03.20	Purchase of land at Bramford Bridge	Clerk	Confirmation has been received from the Solicitors to advise that the land now belongs to the Parish Council
16.03.20	Ship Lane River Bridge - repainting of railings	Clerk	Cllrs agreed that further information is required from the contractors in order to make a decision as to if the work should go ahead. Awaiting information from Contractors.
	Removal of soil at cemetery	CW	It was agreed to obtain a quote for the contractors who are working on the cemetery path to remove the spoil.
16.03.20	Cemetery field lease	Clerk	Birkett Solicitors have been advised of the lease details. Awaiting completion via Solicitors.
21.09.20	CIL Presentation	D Cllr	Christine Thurlow has offered to speak to the Council on the

		Cason	scheme. Members to agree a date.
19.10.20	Terms of Reference Lawn Cemetery	Clerk	
16.11.20	Phone Box refurbishment	Clerk/LP	Contractor to confirm date for work to start on the phonebox. Members to discuss the furniture and agree quotes at the March meeting.
21.12.20	Quiet Lanes – Tye Lane	LP	The application is at the informing the public stage. Contact to be made with Suffolk Highways regarding reducing the speed limit.
21.12.20	Community Orchard	ID	Report will be presented to the council in Spring 2021.
21.12.20	Playing Field (Outdoor gym)	LP	Agenda Item
21.12.20	Tree at River Hills, Bramford Road	LP	Report was made on the SCC portal. No update received.
21.12.20	Parking on Lorraine Way	LP	This is ongoing issue regarding cars parked in a dangerous place when dropping off children to school.
15.02.21	Fencing at Allotments	JG	Work has started.
15.02.21	Cemetery Bins	CW	Brown bins paid up until May. 3 new black bins ordered with the third to be ordered once the brown bins are returned at the end of May.
15.02.21	New Fence and Planters (Cemetery)	CW	Quotes to be sought
15.02.21	Communication Strategy	LP/SC	Ongoing
15.02.21	GDPR	Clerk	Ongoing
15.02.21	Bellway Homes - Reserved Matters application for land at Loraine Way, Bramford	LP	Awaiting planning application