

BRAMFORD PARISH COUNCIL
MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON MONDAY 21st DECEMBER 2020
VIDECONFERENCE

Present (by video): Cllr M Brand, I Dicker, Cllr A Haigh, Cllr J Gardiner, Cllr L Powell, Cllr C Ranson, Cllr C Wolton, Claire Pizzev (Clerk), District Councillor James Caston, County Councillor John Field (arrived at item 11) and 4 members of the public

1.	To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act 1972): Cllr P Kingham and C Reeve. The members accepted the apologies.
2.	To receive member's declarations of pecuniary and non-pecuniary interest: Cllr Brand declared an interest in item 14.1 as a neighbour of the property.
3.	To consider any requests for dispensations received: None received.
4.	To note the minutes of the Parish Council meeting of 16th November 2020 and the Extra Ordinary Meetings of 20th November 2020, 25th November 2020 and 11th December 2020 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting: Cllrs voted to approve the minutes of 20 th November 2020, 25 th November 2020 and 11 th December 2020 and delegated authority is given to the Chairman to sign outside of the meeting.
5.	Public Forum: Nothing to report.
6.	To receive report from County Councillor John Field: Members confirmed receipt of the report prior to the meeting. To receive a report form and District Councillor James Caston: Members confirmed receipt of the report prior to the meeting. District Councillor James Caston presented his report in brief to the members. And highlighted:- <ul style="list-style-type: none"> • MSDC Budget and advised that the council tax proposal is of a 1.66% increase. • A Licence application has been received for the Bait Shop at Suffolk Water Park. Councillors to contact James if they have any comments or concerns. • District Council virtual surgery will be held on the 14th January 2021 at 18.00

7.	To note any updates on the Action Plan and agree any actions: The members noted the action log. Appendix A.
8.	To agree the grant application is completed and sent to MSDC for the toilet improvements at the Bramford Scout and Guide HQ: Cllrs voted to agree that the grant application could be submitted to MSDC for the toilet improvements at the Bramford Scout and Guide HQ.
9.	To agree that the Parish Council accepts the advice from Birketts Solicitors regarding purchasing the land at Bramford Bridge and a letter is written to the donor: Cllrs voted to agree that the Parish Council writes to the donor to advise that the Council accepts their offer and ask them to instruct their Solicitor following the advice provided by Birketts Solicitors.
10.	<p>To agree the terms of the lease for the Cemetery Field: The Cllrs voted to agree the following terms for the lease for the cemetery field. The Clerk to instruct the Solicitor to draw up the contract.</p> <ul style="list-style-type: none"> • A 10 year lease at £25 per quarter. • A 6 month notice period for both parties should they wish to cancel the agreement, or to claim back sections of the field as the Parish Council needs to expand the cemetery due to demand. • A clause for no structures/buildings. • The tenant to take responsibility for tree surgery if required to make safe. • Established trees are not to be felled without permission of the Parish Council. • Parish Council will agree to plant trees on B1113 boundary, and try to reinforce that boundary as funds become available to prevent trespassers. • The access point will remain in the same location, but this initial 'corner' of the field will be earmarked for development next.
11.	To discuss the refurbishment of the village phone box with the addition of street furniture and planters as per the proposal and agree the spend of £100 to complete the application form to Suffolk County Highways: Cllrs voted to agree the spend of £100 to complete the application form to Suffolk County Highways to erect street furniture on the area beside the phone box. It was agreed to look into The Friendly Bench project and approach Resolute.
12.	To consider a response to the Babergh and Mid Suffolk submission joint plan (Regulation 19): The Cllrs agreed that no comment would be submitted.

13.	<p>To consider a response to the Babergh and Mid Suffolk proposed revised Community Infrastructure Levy Charging rates under the Community Infrastructure Levy Regulation 2010 (as amended): The Cllrs agreed that no comment would be submitted.</p>
14.	<p>To consider and agree Council comments on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body):</p> <ol style="list-style-type: none"> 1. DC/20/05125: Householder Planning Application – Erection of garden building. Location: Glenacre, Mill Lane, Bramford, Ipswich, Suffolk, IP8 4HB: Cllrs voted to support the application. Cllr Brand abstained. 2. DC/20/05218: Householder Planning Application – Erection of front porch extension (following removal of existing) and single storey rear extension. Location: 28 St Marys Close, Bramford, Ipswich, Suffolk, IP8 4DL: Cllrs voted to support the application. 3. DC/20/03704: Application for approval of reserved matters including Access, Layout, Scale, Appearance and Landscaping following outline planning application 1832/17 Allowed at Appeal APP/W3520/W/18/3200941 for residential development for up to 190 dwellings (Use Class C3) with public open space, vehicular access and associated infrastructure. Location: Land West of Old Norwich Road, Whitton, Ipswich, IP1 6LQ: Cllrs voted to support the application and a comment to be made over the need for a roundabout at the entrance of the development. 4. DC/20/05420: Householder Application – Erection of single storey extension to the front and side of the original dwelling. Location: 11 St Marys Close, Bramford, Ipswich, Suffolk, IP8 4DL: Cllrs voted to support the application. 5. DC/20/05586: Full Planning Application – Erection of 1No single storey dwelling (C3) to the rear of public house (Sui Generis), with associated access, parking and landscaping (amended scheme to DC/20/02269). Location: Cock Inn, The Street, Bramford, Ipswich. Suffolk, IP8 4DU: The Cllrs voted to object to the application on the following reasons: <ul style="list-style-type: none"> • This application is not fully compliant with Local Plan policies nor the NPPF which protects community facilities and historic buildings. It is gross over development of the site, does not provide safe and suitable access for all users, and would cause harm to the surrounding listed buildings. • The Cock Inn is the last remaining public house in the village. It has been used as a community asset in recent planning applications for three large developments in the

village which have been granted, an increase of 65%, and now it is being targeted by Punch Taverns to reduce the outside space significantly which will impact on its ability to serve the large growing community and for the business to grow and survive. This is against NPPF Para 92, which aims to preserve community facilities, and ensure established facilities are able to develop, modernise and enhance.

- NPPF Para 180 states developments must be appropriate for its location and the impacts that could arise from the development. NPPF Para 182 also states that new development must be integrated effectively with existing business and community facilities, and they should not have unreasonable restrictions placed on them as a result. This development will have major impact to landlord/patrons of the PH and conflicts will certainly arise regarding noise/disturbance as the dwelling is within 5 metres of the PH.
- Residents will have no safe means of access or egress through the existing PH car park, and entrance is in close proximity to a sharp bend on The Street with poor visibility splays and narrow footpaths, both are not in accordance with Manual for Streets Guidance. There is a lack of safe and suitable access due to the visibility splays.
- Pedestrians of the proposed dwelling will have no provision for safe access, which is against NPPF Para 108 and 110. This family dwelling is located to the rear of the PH and have access through the PH Car Park, there is no alternative access for vehicles, cycles or pedestrians of these properties. It is a major hazard for pedestrians who will walk through the car park with no safe provision and may cause conflict. Servicing of the PH remains unchanged by the proposals, and with long opening hours the car park will be in constant use. Position of bins for collection, the bus stop for school children and residents immediately next to the entrance is also a concern.
- NPPF Para 189 and 192 require applicants to describe the significance of any heritage assets affected, and ensure developments make a positive contribution to local character and distinctiveness. The development makes a neutral contribution to the significance to the PH and 6, 8 & 10 The Street. The dwelling would impinge upon this historical setting and encroach upon the listed building and its land, and its significance would be harmed.
- The Parish Council have made a nomination, under the Community Right to Bid relating to the Cock Public House. The Parish Council know that it is vital Bramford

	<p>protects its existing Community Assets and amenities, and is essential for Bramford to remain a Core Village with a public house to continue to grow and provide its residents with the facilities required for social wellbeing now and in the future. They feel that they must preserve community facilities and guard against the unnecessary loss to ensure that established facilities are protected.</p> <p>6. DC/20/05526: Outline Planning Application (Access, Layout and Scale to be considered) – Erection of up to 2no. dwellings Location: The Spinney, Bullen Lane, Bramford, Ipswich, Suffolk, IP8 4JH: The Cllrs voted to support the application.</p> <p>7. DC/20/05548: Application for Listed Building Consent - Internal and External renovation and repairs.</p> <ul style="list-style-type: none"> • Redecoration of box sash windows, Barge boards, fascia and soffits • Repairs and cleaning to masonry to the front and rear elevations • Gutters to be unblocked and checked for operation with repairs carried out as required • Front entrance portico to be repaired and re decorated • Roof condition to be assessed and repaired as required • Chimney stacks to be re pointed and condition of lead flashings reviewed and replaced if required <p>Internal Works</p> <ul style="list-style-type: none"> • Exposure and Restoration of existing floorboards • Redecorations of ceilings and walls • Existing Original Skirting's, Architrave's and other mouldings to be prepared and re-decorated • Original Staircase handrails to be refurbished • Electrical Fuse board to be up graded • Repairs to all Box sash windows to allow operation <p>Location: Farah House, 115 Paper Mill Lane, Bramford, Ipswich Suffolk IP8 4B: Cllrs voted to support the repair and internal works proposed and to give consideration to the age of the property.</p>
15.	<p>Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:</p> <ol style="list-style-type: none"> 1. DC/20/04188 - Erection of building in the Peninsula style, with removable wheelchair access ramp. Bramford Pre-School Playgroup, Duckamere, Bramford, Ipswich, Suffolk, IP8 4AH.

PLANNING PERMISSION HAS BEEN GRANTED

16.

Finance:

1. The Council confirmed receipt of the finance report for November 2020 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.
2. All Councillors confirmed receipt of supporting invoices and documents and resolved to approve and authorise the following payments:

Expenditure	Cheque / BACS / SO		Net	VAT	Total
	SO		£ 997.81		£ 997.81
WAGES	BACS	Diana Stroh	£ 421.24		£ 421.24
PAYE	CHQ	HMRC	£ 1,040.34		£ 1,040.34
Cemetery	BACS	NOSEGAY	£ 300.00		£ 300.00
Cemetery	BACS	NOSEGAY	£ 300.00		£ 300.00
STREET CLEANING	BACS	M SILLETT	£ 370.50		£ 370.50
STREET CLEANING	BACS	G SILLETT	£ 156.00		£ 156.00
TREE SURGERY	BACS	KEE TREE SERVICES	£ 375.00		£ 375.00
MAINTENANCE	BACS	K J PECK	£ 45.00		£ 45.00
PROFESSIONAL SERVICES	BACS	MAD-HR	£ 2,181.54	£ 436.31	£ 2,617.85
PROFESSIONAL SERVICES	BACS	BIRKETTS	£ 1,500.00	£ 300.00	£ 1,800.00
LOCUM CLERK	BACS	C PIZZEY	£ 418.75		£ 418.75
COMMUNTY EVENT	BACS	L POWELL	£ 87.71		£ 87.71
LOCUM CLERK	BACS	ODILE WLADON	£ 173.80		£ 173.80
GRANT	BACS	BOS	£ 4,750.00	£ 950.00	£ 5,700.00
ALLOTMENT RENT	BACS	SCC	£ 145.00		£ 145.00
			£ 13,262.69	£1,686.31	£ 14,949.00

3. To agree the proposed changes to Bramford Parish Council Banking Arrangements: The members discussed the proposal. Cllrs voted to approve the use of Internet Banking.

17.

To agree to nominate Tye Lane as a 'Quiet Lane' and agree a budget of £520 for the QLS Signage requirements and indicative costs: Cllrs voted to agree the nomination of Tye Lane as a Quiet Lane and the budget of £520 for the signage. It was agreed to contact Suffolk Highways to look at reducing the speed limit of Tye Lane.

18.	To agree the adoption of the Banking Policy: The members confirmed receipt of the document and resolved to adopt the Banking Policy.
19.	To agree the adoption of the Equality Statement: The members confirmed receipt of the document and resolved to adopt the Equality Statement.
20.	To agree the adoption of the Health and Safety Policy: The members confirmed receipt of the document and resolved to adopt the Health and Safety Policy.
21.	To agree the adoption of the Lone Working Policy: The members confirmed receipt of the document and resolved to adopt the Lone Working Policy.
22.	To agree that the Parish Council investigates having a Community Orchard on land next to the Station Road allotments: Cllrs voted to agree that Cllr Dicker could investigate having a Community Orchard and present ideas to the Parish Council in the Spring 2021. District Councillor Caston and County Councillor Field advised that both MSDC and Suffolk County Council may be able to help with the funding of the project.
23.	<p>Reports from Committees and Relevant groups</p> <ol style="list-style-type: none"> 1. Bramford Playing Field: Cllr Gardiner reported that the committee will support the erection of gym equipment on the Playing Field. It was agreed to look at this in early 2021. 2. Lorraine Victory Hall: Cllr Wolton reported that the hall is only open for essential NHS bookings and this will be readdressed on early 2021. 3. Bramford Open Spaces: Cllr Brand reported that trees have been planted and work to the car park has been completed. 4. Bramford C of E VC Primary School: Nothing to report. 5. Tree Warden: Cllr Dicker reported that trees have been planted to make a wood beside the River Gipping. It was agreed to name the wood "HOPE WOOD." 6. Councillors' Reports: The Chairman reported that the angle of a tree in a private garden on River Hills, Bramford Road could cause a problem if it falls in bad weather. It was agreed to take a photo of the tree and report again on the Suffolk Highways Portal. Parking on Lorraine Way continues to be a problem and it was agreed to also report this on the Suffolk Highways portal.

24.	<p>Correspondence</p> <ol style="list-style-type: none"> To note correspondence from the River Gipping Trust regarding membership fees: It was agreed to renew this next year. To note correspondence from Ipswich Borough Council regarding the draft low emissions supplementary document: No action To note correspondence from the Office for National Statistics regarding census 2021: No action. To note correspondence from a resident regarding kerb and drainage problems: The Chairman reported that he had dealt with the problem.
25	<p>Date of next meeting: Members are asked to note that the next Parish Council meeting is scheduled for 18th January 2021 via zoom commencing at 7.30pm</p>
	<p>Close of meeting: The meeting closed at 21.44</p>

Appendix A

PC Date	Action	Owner	Comment
17.02.20	HQ Windows	Clerk	<p>Cllrs Powell & Wolton are obtaining quotes for the replacement windows.</p> <p>The pre-application has been made to MSDC Heritage Department.</p>
	HQ Toilets	Clerk	An agenda item 8 to agree that the grant application is made.
16.03.20	Purchase of land at Bramford Bridge	Clerk	To be discussed at agenda item 9.
16.03.20	Ship Lane River Bridge - repainting of railings	Clerk	Cllr Powell is meeting with Contractors to obtain quotes for the work.
	Removal of soil at cemetery	Cllr Wolton	This would be looked at in January 2021.
16.03.20	Cemetery field lease	Clerk	Agreement required on the proposal for the lease. Agenda item 10.
16.03.20	Neighbourhood Plan Flyers	Clerk	A budget of £150 had been agreed for the purchase of flyers. This would be readdressed in 2021.
13.07.20	Cock PH application for Community Asset	Clerk	A nomination form has been completed.

21.09.20	CIL Presentation	D Cllr Cason	Awaiting a date for the workshop.
19.10.20	Terms of Reference Lawn Cemetery	Clerk	
19.10.20	Work to path at Cemetery		Awaiting Contractor to confirm date.
16.11.20	Phone Box refurbishment	Clerk	Agenda item x.