



# BRAMFORD PARISH COUNCIL



Bramford Parish Council, The Parish Room, Ship Lane, Bramford, Suffolk, IP8 4AN  
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## BRAMFORD PARISH COUNCIL

MONDAY 15th April 2024, 7PM, PARISH ROOM, SHIP LANE, BRAMFORD, IP8 4AN

Present: *Cllr M Ayriess, Cllr M Brand, County Cllr Chambers, Cllr I Dicker, Cllr S Coulson, Cllr J Gardner, Chair L Powell, Cllr Ranson, Cllr Reeve, Cllr Wolton, Clerk/RFO J Every, 14 members of the public.*

### MINUTES

1.	To receive and consider apologies for absences <i>Vice Chair Haigh, District Cllr Caston, Cllr Welsby</i>
2.	To receive members declarations of pecuniary and non-pecuniary interest. <i>None received.</i>
3.	To consider any requests for dispensations received <i>None received.</i>
4.	To note the minutes of the Parish Council meeting of <b>18<sup>th</sup> March 2024</b> and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting. <i>Chair asked for minutes to be approved, Cllr Gardener proposed, Cllr Dicker seconded.</i>
5	Public Forum: Councillors to receive questions from the public with regards to items on the agenda. <ul style="list-style-type: none"><li><i>Chair Powell asked for questions regarding items on the Agenda from members of the public. Item 10 regarding Bramford Lawn Cemetery, and the levelling work on the plots, was discussed with residents. Chair asked for comments and feedback on their concerns. Chair responded reporting on how the work was planned back in November, but due to the weather conditions and gravedigger not being available, the work was undertaken when suitable, Chair Powell clarified how the maintenance of the plots is undertaken, and how important it is to continue with the grass seeding whilst in the growing season. There was suggestion that the soil may require topsoil, and turfing, rather than grass seed. Members responded with commenting the process has not changed over the years, highlighting that as it has been several years since work has been carried in this regard, there is remedial work that is required. It was agreed to consider discussing this with the groundsman, on whether to turf rather than seed if this fulfils the quality of the lawn, but this needs to be determined. Residents asked if communication could be improved with</i></li></ul>

	<p><i>Bramford PC. Chair asked if residents could provide feedback regularly, to enable Bramford PC to be aware of thoughts, as well as issues, so that they can be proactive going forward. Chair confirmed Bramford PC will be in touch regarding the matters they raised, following communication with the Groundsman.</i></p> <ul style="list-style-type: none"> <li>• <i>DC/24/00329 (Item 13) – Residents raised concerns on this planning application, mostly regards to increased traffic affecting safety. Chair Powell reminded residents to file their own responses on the BMSDC Planning Portal. Chair asked for feedback from residents, members are in support of their issues.</i></li> <li>• <i>Resident raised concern on whether new bus service will affect the other service that is available in Bramford. Chair Powell and C Cllr Chambers confirmed the routes are different, with different providers, which does not indicate there is any conflict with each service.</i></li> </ul>
6.	<p>To discuss Flindell Drive and Leggatt Drive flooding.  <i>Chair asked members of the public for any update feedback. Resident covered what investigations she has made, still having issues, she contacted C Cllr Chambers. C Cllr Chambers has been informed from MSDC that the work has been undertaken, he however is concerned further work may need to be undertaken, D Cllr Caston has also been involved. Chair reminded residents, whilst Bramford PC have limited powers to assist, to please continue communicating with them to assist where they can with the relevant authorities and their drainage teams.</i></p>
7.	<p>To discuss request from The Bramford Scouts Executive Committee – to close car park at the Hall for its bi-annual auction on Saturday 13<sup>th</sup> July 2024, for one day for safety reasons.  <i>Cllr Ayriss discussed the request, referencing back to last year’s event due to some issues then, for safety reasons. Members discussed, certain caveats regarding access to the Church and to the Bramford Victory Hall, which arrangements have been made, but consideration needs to be given to some access for residents needing to use the path and recycling facilities. Members agreed in principle but require a plan for the day so they are aware of arrangements. Cllr Coulson proposed, Cllr Brand seconded it is agreed to allow.</i></p>
8.	<p>To receive reports from :</p> <ul style="list-style-type: none"> <li>• <i>County Councillor C Chambers – distributed to members and posted on website. Cllr Chambers covered his report which was distributed to members and will be available on website. Cllr mentioned further matters, resurfacing works will be undertaken under Bridge into Ipswich from 16<sup>th</sup> April by Suffolk Highways, followed by Riverhills to Gables Farm, expected to be 3 days. Mentioned further funding will be available for resident resurfacing potholes, focused on residential streets, which will include Bullen Lane from The Street, through to Loraine Way, Vicarage Lane from Fitzgerald Road. Chair asked for an update on Europa Way, C Cllr Caston provided information on planned programme that is in process, will provide further information when available. C Cllr Caston left meeting 20.18pm.</i></li> <li>• <i>District Council J Caston – Absent, report distributed to members.</i></li> </ul>
9.	<p>To received report from Committees and relevant groups:</p> <ol style="list-style-type: none"> <li>1. <i>Bramford Playing Field - Cllr Gardner reported awaiting open day on Pump Track, 28<sup>th</sup> April 2024., 1pm-3pm. Chair requested members for assistance on the day. Bramford Playingfield Management Association AGM 24<sup>th</sup> April 2024, 7pm.</i></li> <li>2. <i>Loraine Victory Hall – Battery storage being installed shortly. PRR lights going in shortly. Coffee Mornings proving increasingly busy and well supported.</i></li> <li>3. <i>Bramford Open Spaces - Toilet issue. Cllr Dicker provided feedback on resident reporting why the <u>whole block of female</u> toilets were closed. The feeling is that its</i></li> </ol>

	<p>due to the level of vandalism that is experienced. Wooden footbridges are not in good repair presently, he is organising an inspection. One bin will be replaced. New picnic bench will be installed weather permitted. Backwater works are proceeding slowly with an assessment of amount of soil to be removed The river path is an issue which will be discussed in Item 9.4. There is working party on Monday, 29<sup>th</sup> April, 9.30am requested volunteers to assist, to clear nettles.</p> <p>4. Footpaths Warden John Hooker and Cllr Ranson have looked at the river path, inspected the wooden bridge, identified the materials that are needed. The tree of concern was discussed with no update. Also footpath 26 was reported to Cllr Ranson, who reported it on the Suffolk Highways portal. Their feedback was confusing, members discussed, regarding ownership for maintenance. Cllr Ranson mentioned the flytipping which was reported and removed. Cllr Ranson mentioned broken road sign, which was reported.</p> <p>5. Communication Lead – Cllr Reeve discussed the information which will be collated for the quarterly newsletter. Cllr Coulson asked for any matters to add this month.</p> <p>6. Tree Warden - Cllr Dicker reported Four fruit trees from MSDC ‘Trees For Life’ initiative planted around the village, two pears, one plum and a quince in the playing field and the top end of acton road early April. All seem to be doing well.</p> <p>7. Requested £50 for work, members agreed. Chair raised resident’s concern regarding planting on verge..(Beryls email).</p> <p>8. Allotment Warden – Cllr Gardner reported one allotment holder’s plot was terminated, handing over to a new resident. Discussed with members a sign will be installed to help with respectful parking.</p> <p>9. Planning – news from Cllr Wolton regarding new scheme - Cllr Wolton reported EDF continues to be ongoing journey , with latest issue that they have been working on a path they did not have permission. Members discussed what can be done to support their concerns on their actions. Planting design is still being discussed. Traffic management plan is ongoing also. Cllr Wolton is in communication with Police, BMSDC over issues. Residents discussed further issue with EDF use of unauthorised access.</p> <p>10. Loraine Eustace Broke Trust – Cllr Reeve reported the annual advertising for the bursary will be undertaken shortly.</p> <p>11. Litter picking -Cllr Ayriss reported 4 x litter picks have been scheduled, communicated with BMSDC, providing equipment. Next litter pick planned for Saturday 18<sup>th</sup> May 2024, 10.30am, requesting volunteers.</p>
10.	<p>To note summary of correspondence received before the meeting and consider any action.</p> <ul style="list-style-type: none"> <li>● Resident requested maintenance to area up River Hill to improve safety for pedestrians. – To discuss working party. <i>Discussed previously.</i></li> <li>● Residents complaints received regarding Bramford Lawn Cemetery graves. – Discuss grave levelling and grass seed or turf replacement. -</li> </ul>
11.	<p>To note any updates on the Action Plan and agree any further actions.</p>
12.	<p>Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:</p> <p>DC/24/01276 - Application for a Non Material Amendment relating to DC/21/05669 - Introduction of non-permeable paving in lieu of approved tar spray shingle to areas of site not yet commenced. Use of Southwold Blend bricks in lieu of approved Aldbury Multi bricks to seven plots (13, 14, 87, 89, 110, 111 and 115). Location: Land To The South Of, Fitzgerald Road, Bramford, Suffolk – APPROVED.</p>

	<p>DC/21/05977 - Full Planning Application - Erection of 11 dwellings (including 4 affordable) and one commercial unit (class E use) By-pass Nurseries, Bramford Road, Bramford, Suffolk – REFUSED.</p> <p>DC/24/01018 - Application for a Non Material Amendment relating to DC/21/01220 - Change of brick from approved Forterra Kensington Cream brick to Crest Autumn Gold brick. The proposed changes are to the following 16 plots: 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 34, 35, 46, 47, 48, 49. Location: Land, Loraine Way, Bramford, Suffolk – APPROVED.</p> <p>DC/23/05928 - Planning Application - Re-development to provide replacement pool hall building comprising main pool, spa pool and hydrotherapy pool; attendant casual viewing and plant room, exercise and spinning studios and male changing rooms; replacement external relaxation terrace. Clarice House, Bramford Road, Bramford, IP8 4AZ – GRANTED.</p> <p>DC/24/00595 – Householder Application - Erection of two-storey side extension (amended scheme, resubmission of DC/23/05021). 4 Henderson Close, Bramford, Ipswich, Suffolk IP8 4EZ – GRANTED.</p> <p>DC/24/01269 - I: Application for a Non Material Amendment relating to DC/21/04711 - Change 'Proposed ENGN1004-100M PV LAYOUT' as referred to in Part A within Condition 2 with plan 'TLN-PV-GN-ENG-LAY-0003 Version 16' (received 2nd April 2024). Location: Land North Of Tye Lane, Bramford, Suffolk – APPROVED</p> <p><i>Noted.</i></p>
13.	<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> <p>DC/24/01337 : Householder Application - Insertion of 2No windows to gable ends and addition of rooflights in conjunction with loft conversion. Location: Hill View, Hibbard Road, Bramford, Ipswich Suffolk IP8 4BH – DEADLINE 15<sup>TH</sup> APRIL 2024. <i>Members discussed, no objection.</i></p> <p>DC/24/01359 :Proposal: Discharge of Conditions Application for DC/21/04711 - Conditions 9 (Glint and Glare Strategy), 15 (Arboricultural Method Statement), 16 (Construction Traffic Management Plan), 21 (Highway Condition Survey and Damage Repairs), 23 (Archaeological Evaluation Part 1),25 (Archaeological Works Part 3), 28 (HDD Method Statement), 29 (Control Building and Electrical Infrastructure) and 30 (Panels and Fencing) Location: Land North Of Tye Lane, Bramford, Suffolk – DEADLINE 23<sup>RD</sup> APRIL 2024. – EXTENDED TO 29<sup>TH</sup> APRIL – <i>Cllr Wolton discussed with members, this is EDF. No 16 (Construction Management Plan ), is for Bramford Parish Council to respond. Members agreed for Cllr Wolton will prepare comment, and communicate direct.</i></p> <p>DC/24/00329 -Planning Application - Retention of change of use of storage warehouse unit to dog day care facility for up to 50 dogs. Location: Unit At Tye Lane, Bramford, IP8 4LW, - DEADLINE 23<sup>RD</sup> APRIL 2024 – <i>Resident discussed this in Item in Item 5 (public forum). Chair Powell asked for individual members to file their own comments. Members all agreed they do not support this application, with many concerns regarding the practicality of this location, with the amount of traffic present. Cllr Wolton added, the parking plan does not</i></p>

	<i>make sufficient allowance for the daily traffic or pickup and drop off. – Cllr Wolton will be drafting comment.</i>
14.	<p>Finance: All relevant papers provided:</p> <p>1. To approve the <b>April</b> 2024 finance reports and agree that delegated authority be given to the Chairman to sign these outside of the meeting:</p> <ul style="list-style-type: none"> <li>• Bank Reconciliation end 1<sup>st</sup> April 2023- 31<sup>st</sup> March24</li> <li>• Balance Sheet year end 1<sup>st</sup> April 2023- 31<sup>st</sup> March 2024</li> <li>• Reserve for year end 1<sup>st</sup> April 2023-31<sup>st</sup> March 2024</li> </ul> <p><i>Cllr Ayriss proposed, Cllr Coulson seconded to approve.</i></p> <p>2. To approve <b>April</b> payments schedule .</p> <p><i>Cllr Ayriss proposed, Cllr Reeve seconded.</i></p> <p>3. To note Parish Council Neighbourhood portion of CIL update - £66,332.48 to be received from BMSDC. – <i>Funds now received at bank at 14.04.24 = balance now £462,525.10.</i></p> <p>4. To note Clerk report that Part 1 of Precept of £42,808.50 to be received from BMSDC. <i>Noted.</i></p> <p>5. To review and adopted Financial Risk Assessment V3 . <i>Chair proposed to adopt, Cllr Brand seconded.</i></p> <p>6. To note Internal Control Statement V3. <i>Chair proposed to adopt, Cllr Brand seconded.</i></p> <p>7. To approve Heelis &amp; lodge as internal auditors for 2023-24 Accounts Audit. <i>Chair proposed to agree, Cllr Ranson. Members requested review of fees.</i></p>
15.	<p>Confidential</p> <ul style="list-style-type: none"> <li>- To discuss - Cemetery Manager -</li> <li>- Clerk matters - Members voted to agree Clerk Salary range increase (2 x increments)</li> <li>- <i>Cllr Ranson announced she is resigning at Councillor.</i></li> </ul>
16.	<p>Date of next meeting: Members are asked to note that the next Annual Parish Meeting is 20<sup>th</sup> May 2024 at 7pm Council and Annual Council meeting is 20<sup>th</sup> May 2024 at 7.30pm at the Parish Room, Ship Lane, Bramford.</p> <p><i>Mtg closed. 22.17pm</i></p>