

**Bawdsey Parish Council**  
**Minutes of Bawdsey Parish Council Meeting**  
**Held Thursday 25<sup>th</sup> July 2024 – 7.00pm**  
**At Bawdsey Village Hall**

**Present:** Cllr Andrew Rouse (AnRo)(Chair); Cllr Clare Walker (CIWa); Cllr Jackie Ferguson (JaFe); Cllr Mike Locke (MiLo); Cllr Sue Tappenden (SuTa); Cllr Rob Thurkettle (RoTh) Cllr Tod Heyda (ToHe)

Cllr James Mallinder (East Suffolk Council)

Tina Hughes (Parish Clerk)

3 members of the public

<b>1.</b>	<p><b>To receive Apologies for absence</b></p> <p>Cllr Andrew Reid (Suffolk County Council)</p>
<b>2.</b>	<p><b>To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)</b></p> <p>Cllr Mike Locke – School Governor and Trustee of CAS  Cllr's Tod Heyda, Andy Rouse, Clare Walker - DMC  Cllr Rob Thurkettle – Coastguard  Cllr Clare Walker – Trustee CLT</p>
<b>3.</b>	<p><b>Public Participation (10 minutes)</b> – an opportunity for parishioners to briefly raise matters of concern and hear from County and District Councillors:</p> <p><b>Traffic and in particular PGL coaches through the village:</b> Thanked council for acting quickly regarding an email sent about the coaches from PGL travelling through the village and encroaching onto drives where the road narrows, wearing away the barrier, which was put in place by SCC to stop water travelling down the drive onto properties, SCC will not replace due to lack of funds. Clerk has written to PGL to organise a meeting between the council and PGL to see if a solution can be found, the Manager is currently on annual leave, so upon her return, this will be chased. Currently looking at solutions to traffic and making it safe to walk through village, an option maybe to put a Road Narrows sign to warn drivers.</p> <p><b>Recreation Ground:</b> Grass is not being cut, grandchildren were bitten, and the play area is full of weeds. Cllr ToHe to take this back to the Village Hall and Recreation Ground Committee and ask if this can be resolved.</p> <p><b>Armed Police twice at School Meadow – Orwell Housing</b> Residents have raised concerns about the recent activities, with armed police attending, this is having an effect on resident's mental health. Orwell Housing are liaising with Police, would like to know what the plans are and how this is being managed. Clerk will contact Orwell Housing to establish what is going on and report back. Cllr JaMa advised this can be reported to ESC too, who will support this, must be reported, as this builds up evidence.</p>

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Chairs Initials.....

	<p><b>Witnessed a horrific accident at the junction of the B1083/Heath Road to Hollesley</b> Feel the main issue with the junction is the verges have not been cut back enough for people to have good vision on other vehicles travelling along the road. Clerk to contact Cllr AnRe to ask if he can investigate this matter.</p> <p><b>Cllr Andrew Reid</b> – Apologies for absence, report has been forwarded and has been added to the website.</p> <p><b>Cllr James Mallinder</b> – No report this time due to elections.</p> <p>Complete shift in political landscape for Suffolk, will be writing to new MP for Suffolk Coastal, Jenny Riddell-Carpenter, and ask her to visit and talk about the issues in rural communities, feel, sometimes given short straw and taken for granted, so will discuss general issues, e.g. connect ability, local bus services, the health service, but in particular highways, still pushing to have a task group, which includes the county council, district council and landowners, working together to resolve issues, particularly with the run off of soil with the flooding, is a big concern that needs a handle on, very much an issue in Butley, and things will only get worse with climate change, also want to speak about the degrading coastline, the river Deben and the pollution issues, Shottisham with no mobile phone network, highlight the concerns in this area and ask her to champion these.</p> <p>Attended a full council yesterday, Green party bought to membership to plant 250,000 trees across East Suffolk and engage with communities for ideas on where to plant these, did suggest that this has already been talked about, now need to take action, reminded them, previous council gave every parish a tree as a gift, did have a strategy to plant trees on East Suffolk land, which is not vast, land do own is mainly playing fields, commons and marshland, which is not very good for planting trees, feel can influence builders, to plant a tree for every house built.</p> <p>Piece of land by Sutton Heath, was sold by Quilters and is now being used for pop up camping, car boot sales, flagged an issue with this, and now have a planning enforcement in place, as they had started to use motorbikes, going into the woodland, important this was stopped, due to nesting birds.</p> <p>Am working with the car parking enforcement body to try and stop the overnight parking at the quay and regularly speak with them to make sure with have attendants at the quay. Keep reporting any issues on the portal.</p>
4.	<p><b>To agree &amp; sign Minutes of meeting dated 21<sup>st</sup> May 2024 as true record.</b></p> <p>The Minutes of 21<sup>st</sup> May 2024 are accepted and correct with the following amendment: page 5 agenda item 12ci Bawdsey Coastal Partnership, change Bawdsey Estuary Partnership to Deben Estuary Partnership, proposed by Cllr ClWa, seconded by Cllr AnRo, all in agreement. Signed by Chair.</p> <p>Cllr SuTa requested a separate action points/log which will be bought to future meetings with an update, proposed by Cllr SuTa, seconded by Cllr AnRo, all in agreement, clerk to start action log from this meeting.</p>
5.	<p><b>To elect a vice chair</b></p> <p>Cllr Rob Thurkettle stepped forward, proposed by Cllr ClWa, seconded by Cllr MiLo, all in agreement</p>

6.	<p><b>To agree and co-opt a councillor</b></p> <p>Application to Co-opt received from Sam Mann, all in agreement Sam Mann would be an excellent councillor, giving the council a link in with the farming community, proposed by Cllr ToHe, seconded by Cllr RoTh, all in agreement, Sam was welcomed onto the council and signed the declaration of acceptance to office, witnessed by the clerk TiHu</p>
7.	<p><b>Planning: To receive updates on current applications and consider applications received</b></p> <p><b>a. Consider the following application(s)</b></p> <p>None Received</p> <p><b>b. To consider any applications received after the publication of the agenda.</b></p> <p>None Received</p>
8.	<p><b>To discuss and decide if council should change to gov.uk emails</b></p> <p>Councillors opted for the gov.uk emails, as they would like to keep their emails separate and for the website to remain as a village website and not a government website, feel need more information on the benefits of changing the website, clerk to liaise with Hollesley and Shottisham and ask them how they have found this, as Hollesley have changed completely to gov.uk and Shottisham have changed emails but not website, plus ask One Suffolk for more information. Proposed for emails to change Cllr RoTh and seconded by Cllr AnRo, all in agreement.</p>
9.	<p><b>Discuss Bench on Corner of The Street and Red House Farm Lane – Street Furniture Licence.</b></p> <p>Clerk advised council that if we put anything on the street and it is near a road that highways maintain, must apply for a furniture licence from SCC, at a cost of £160.00, we must also show our public liability. Cllr RoTh has offered to do the labour, would appreciate volunteers and would still need to purchase materials, which would bring the cost down for the parish. All in agreement to apply for licence, proposed by Cllr AnRo and seconded by Cllr RoTh.</p>
10.	<p><b>East Lane Car Park – discuss and confirm agreement</b></p> <p>East Lane Car Park agreement was circulated prior to meeting, no objections were received, Cllr ToHe proposed chair sign on behalf of council, seconded by Cllr MiLo, all concurred and agreement was signed by Cllr AnRo. Potholes in the car park was raised, Cllr SaMa advised he has plenty of type 1 aggregate left over from his build and can arrange for this to be delivered to the car park for Cllr RoTh and a working party to fill the holes and compress the aggregate.</p>
11.	<p><b>Discuss Joint Town and Parish Councils letter to Ed Miliband re Nationally Significant Infrastructure Projects (NSIPs) and confirm being a signatory.</b></p> <p>Letter to Ed Miliband circulated prior to meeting, asking for a meeting and a more coordinated approach to all the NSIP's happening in the area, proposed to add our signatory to the letter by Cllr AnRo, seconded by Cllr RoTh, all in agreement.</p>

12.	<p><b>Discuss affiliating to East Suffolk Planning Alliance.</b></p> <p>Cllr AnRo and the clerk attended a meeting at ESC, background into planning was discussed and other parishes highlighted issues they were having with planning processes. This alliance is with local parishes and separate from ESC, looking at alternative options and independent views on planning matters, feel it is a useful forum for council to be affiliated to, proposed by Cllr AnRo and seconded by Cllr RoTh, all in agreement, clerk to send any newsletters and dates of any meetings advertised.</p>
13.	<p><b>Discuss using Mailchimp to cascade urgent information to parishioners.</b></p> <p>Mailchimp offers a free service up to 500 subscribers, people would need to opt in, all emails are kept safe and is fully GDPR, 1000 emails can be sent a month, but would only be sent for urgent scenarios, e.g. sudden road closures, would need to think about people who cannot use this media and how would cascade to neighbours, could also be used for the Emergency Committee. Limitations are, only reach people who sign up for emails. Cannot be set up until email address is changed, need to decide exactly what purpose of emails and then put a note in the bulletin. Proposed by Cllr ToHe seconded by Cllr MiLo, all in agreement.</p>
14.	<p><b>Discuss gradient of path at entrance to Manor Farm, review of planning application.</b></p> <p>Original planning application forwarded prior to meeting, Cllr AnRo advised cannot see anywhere on the plans details of the gradient of the path, has not been adopted by SCC highways, so cannot go back to them requesting it be altered, Orwell, who now own the land, have advised that the builders report it has been done to SCC specifications and they do not have funds to make any alterations. Email to be sent again to Orwell, copying in SCC Highways, expressing our concerns, that people with children in buggies/prams and people using motorised scooters do not use the pavement due to the steep incline and therefore go onto the road, which is putting them in danger from traffic, plus during winter can be dangerous if icy.</p>
15.	<p><b>Progress Reports</b></p> <p>a. Clerks Correspondence update</p> <p><b>CIL</b> – Confirmation from ESC have received report and figures correspond</p> <p><b>Sea Defence at PGL</b> – Have emailed to ask again if there is any news, response received - Currently there isn't an update available, we are in a process of working with our consultants on our proposal.</p> <p><b>Coastal Erosion/Cliffs</b> – chased Therese Coffey's email to see if we can be advised of the proposal for the cliffs in the area – copied in new MP, environmental agency have advised this area is overseen by ESC, EA in-house coastal monitoring and analysis team have worked with ESC to provide an increased monitoring surveillance package for the site which will help inform them going forward. Not heard from ESC. Cllr AnRo advised Helene Burningham has forwarded detailed drone footage of the cliff from PGL to A site, taken on a spring high tide, showing water lapping away at bottom of cliff. Paul Patterson, Coastal engineer for ESC, has now stepped down, not sure who has replaced him, but could share the footage with ESC, so they have this extra evidence, of the erosion happening along the cliff, plus photos taken of the recent trees falling down the cliff.</p>

**ANPR** – was due to be in July, but due to vandalism of equipment, this has been pushed back

**East Suffolk Blooms** – Applied, email received: -

Have had over 120 parish councils and other organisations apply this year, secured additional funding, can now fund 66 groups, rather than 50, will let us know if been successful by end of August.

**Incident at school and key for village hall?** – School recently had to evacuate and the safe place for them, is the village hall, fortunately the chair of the VHRGC was home so could get a key, but the current list for keyholders was out of date, the committee has now met and updated list, which has been added to the noticeboard, plus list given to school for them to retain. Request has been raised that a key be given to the school head for them to retain for emergencies only, Cllr ToHe to liaise with VHRGC to ascertain if they would be willing to give a key to the school head.

**Board at Crocus Homes site** – response from Crocus Homes advised board is serving a purpose, as a sales board, to highlight plot still available. They visit site regularly for plot checks/site checks and customer visits when needed, will arrange removal shortly.

**Ferry Leaflets** – this year's leaflets, re all 4 ferries, have been acquired from National Landscape and these are now available at the DMC

**The WHAT (Woodbridge Holistic Assessment Team)** Falls and Balance Assessment Session is a new service that is completely free of charge which gives people the opportunity to have an overall health and wellbeing assessment. Received an email asking for a poster to be displayed on noticeboard, given the type of service they offer, will add a note to the bulletin, then all households will be aware of the service.

**Flooding at East Lane** – chased again copied in Councillor Andrew Reid, Cllr AnRe chased, response received from SCC, they are aware, but due to number of flooding issues, especially ones affecting people's homes and funding issues, not currently on their list of priorities. Cllr AnRo to write to Cllr AnRe to ask if they can share the plans they have, when the works actually go ahead, feel they need to be more focussed on finding the actual problem and not a quick fix.

**Cardiac Arrest Research Study** – delivering defib by drone, Rob and Sue (if available on the day) have agreed to take part in this study.

**Defib outside village hall has been updated on The Circuit**, must do every now and then, Cllr CIWa is checking defib regularly

**Bench on Recreation ground for soldier** – all installed, family from Australia have been to visit and Tod and Jenny met them – very successful day.

**Deben Estuary Partnership Questionnaire** – questionnaire received to complete for support with The Deben Estuary Plan 2024 Recreation and Leisure section, circulated prior to the meeting. Discussed and agreed response to be sent through to partnership and copy to be requested of completed plan.

	<p>b. CIL – Receive an update.</p> <p>Cllr AnRo and Cllr RoTh have walked through the village and made notes of possible areas where improvements can be made to make the roads safer in Bawdsey, next step would be to agree way forward, CIL committee need to get together and put a plan in place and email to other councillors to gather further thoughts. Councillors would like to have a walk-through of the village to understand more, meeting arranged for 1<sup>st</sup> Aug 2024 at 7pm, after which report to be produced for next meeting. Need to cost proposals with SCC and then make a decision. Road Narrows signs to also be considered re the above suggestion under agenda item 3 - public section.</p>
	<p>c. Village Hall and Recreation Ground Committee update (Cllr. Tod Heyda)</p> <p>Fete did very well. Secretary has managed to successfully apply for funding to do a new fence around the playground area.</p>
	<p>d. Coastal Matters: Updates on</p> <p>i. Coastguard report (Cllr. R. Thurkettle)</p> <p>Initiative to drop a defib from a drone in remote areas of the country, Coastguard, heard about this and were looking to do a joint trial, they will be launched from RAF Bentwater, do carry a defib onboard truck, but not always first on scene. Jet Skis, local business bought a number of jet skis and advertised jet ski safaris on Deben, many people have been against this, only area of water skiing activity is between the Ferry and Ramsholt, area of no speed limit, however, to operate a business in this area need a coded vessel, unsure if business has applied for this, being followed by Marine Coastguard Agency, which licences all business on the water. Short on numbers on coastguard, three members have retired, team of 8, looking for more volunteers, should be a team of 12, 2 more joining later in year. Note, coastguard is a blue light first response service, but do not have traffic dispensation, so are not allowed to speed, have trackers on vehicles, so if offend twice will be let go. Usual activities on the coast, still getting items coming ashore at East Lane, people trafficking and drugs coming ashore, same message, if see unusual activities, please report, Borderforce have been in area lately, patrolling, article to be put in Bawdsey Bulletin, so community is aware.</p> <p>ii. Deben Marine Centre (Cllr. Heyda)</p> <p>Beach measurements continuing. Centre should be able to go through to the end of the season, September, still have a dedicated few, could always do with more volunteers, try to link with same days as Radar Museum, getting some more A boards, advertise by café. Couple from Alderton have taken over some of the action planning, which is very welcome.</p>
	<p>e. Speedwatch</p> <p>See clerks report, agenda item 15a and ANPR's</p>
	<p>f. Melton, Woodbridge and Deben Peninsula Community Partnership (Cllr C Walker)</p> <p>Partnership has developed more into a grant making body, have £25,000 per year to distribute, Eyke primary school applied for £1400 to improve a garden area, particularly for children on free school meals, which was approved, Grove Court Care Home, have a poly tunnel for gardening and the repair shed in Martleshams have also been successful in attaining money.</p>

	Citizens Advice now have a Woodbridge Office, which was an organisation the parish supported.
	<p>g. Update for Photo Post and Weather Station (Cllrs T Heyda/A Rouse)</p> <p>Should no longer be on agenda, re previous meeting.</p>
	<p>h. Emergency Committee (Cllr. R Thurkettle)</p> <ul style="list-style-type: none"> <li>- Considerations for purchasing Power Failure Lights</li> </ul> <p>Need to get an electrical point for the village hall to enable a generator to be plugged into, which would be supplied from UK Power for free if there is a power cut. Need to discuss with VHRGC, to see if this is possible.</p> <p>Questionnaire needs to be designed to identify vulnerable people, decision is then to be made, should council purchase power failure lights or do we advise they are available for people to purchase should they wish to buy.</p>
	<p>i. Green Agenda – Trees and Hedges</p> <p>Trees and hedges planted along Manor Farm Drive have had a good start, getting a good watering and fertilising from local farmer. Not heard about trees being available for next winter, was discussion about planting around edge of recreation field, as people wanted trees to be more visible to everyone, will need to liaise with VHRGC to see if this would be possible.</p>
	<p>j. Highway Matters</p> <p>Have received email from Scottish Power, advising will be starting activities soon on EA3.</p>
16.	<p><b>Finance</b></p> <p><b>1. To note Bank Balances as of 30<sup>th</sup> June 2024:</b></p> <ul style="list-style-type: none"> <li>a) Current Account - £14139.32</li> <li>b) Reserve Savings Account - £5682.88</li> <li>c) CIL Funds Savings Account - £27806.81</li> <li>d) Projects Savings Account - £7332.07</li> </ul> <p style="text-align: right;">Noted</p> <p><b>2. To authorise the following Invoices for Payment:</b></p> <p><b>a. New payments since last meeting:</b></p> <ul style="list-style-type: none"> <li>£18.00 – Unity Trust Service Charge</li> <li>£59.99 – Microsoft 365</li> <li>£12.50 – Domino Emergency Phone</li> <li>£24.34 – ESC Bulletin and Ferry Cards</li> <li>£35.00 – ICO Data Protection Fee</li> <li>£12.50 – Domino Emergency Phone</li> <li>£804.84 – Clerks pay Quarter 1</li> <li>£201.00 – HMRC</li> </ul> <p>Payments authorised, proposed by Cllr AnRo, seconded by Cllr RoTh, all in agreement</p>

	<p><b>b. Any new invoices since publication of agenda:</b></p> <p>None Received</p> <p><b>c. Any new payments received since last meeting:</b></p> <p>£31.50 – Interest Reserve Funds  £182.83 – Interest CIL Funds  £49.93 – Interest on Project Funds</p> <p style="text-align: right;">Noted</p> <p><b>3. Discuss and confirm the purchase of a new computer for the clerk</b></p> <p>Clerk advised the current computer is not fit for purpose and would like agreement to purchase a basic computer for the clerks' work, all in agreement that this is needed, and clerk can arrange the purchase of a new computer, proposed by Cllr AnRo and seconded by MiLo.</p>
17.	<p><b>Any matters to be brought to the attention of the Council and to agree date for next meetings.</b></p> <p>Cllr MiLo mentioned that Bawdsey School and just been given a Good rating by Ofsted, all in agreement that going forward should have an update re the school on the agenda as a standard item.</p> <p>Next Meeting 26<sup>th</sup> September 2024</p>

Chair Signature..... Date.....