

**Bawdsey Parish Council**  
**Minutes of Bawdsey Parish Council Meeting**  
**Held Thursday 26<sup>th</sup> September 2024 – 7.00pm**  
**At Bawdsey Village Hall**

**Present:** Cllr Rob Thurkettle (RoTh) (Chair); Cllr Clare Walker (CIWa); Cllr Jackie Ferguson (JaFe); Cllr Mike Locke (MiLo); Cllr Sam Mann (SaMa); Cllr Sue Tappenden (SuTa)

Cllr James Mallinder (East Suffolk Council)

Tina Hughes (Parish Clerk)

1 members of the public

<b>1.</b>	<p><b>To receive Apologies for absence</b></p> <p>Cllr Andrew Rouse (AnRo); Cllr Tod Heyda (ToHe)</p> <p>Cllr Andrew Reid (Suffolk County Council), due to weather</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 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>Newly installed bench on corner of Red House Farm Lane and The Street is lovely</p> <p>Group of Churches within area will be holding a Christmas Tree Festival at St Andrew's Church in Alderton Friday Nov 29<sup>th</sup> to Sunday Dec 1<sup>st</sup>, currently have 18 different organisations, would like the Bawdsey Parish council to consider having a tree, will be a minimal charge of £5.00 to cover expenses. Tree or Wreath can be own or organisers can provide, individual trees will need to be cleared after weekend, we would need to decorate, have own pot and can only use battery lights, theme is 'Darkness out of Light', not chocolate or Disney, some people are providing an artificial tree, another organisation is going to knit one. Cllr RoTh suggested getting a sapling, with a note stating BPC – 'Wintertime Planting for Nature', could then plant after, all in agreement.</p> <p>Cllr Andrew Read's report is on the website.</p> <p>Cllr James Mallinder's report is on the website: -</p> <p>Has been trying to contact with newly appointed Cllr Jenny Riddell-Carpenter to invite her for a day to show around the peninsula and also attend joint peninsula meeting (28<sup>th</sup> Nov at Sutton), to hear about the common issues parishes have in the area, would like to work with her, but so far have not had a response, not even a holding reply.</p>

	<p>Comment: - Would like to mention the state of the roads and the white lines, drove back when it was foggy and could not see anything on roads. Cllr JaMa, agrees are bad, horrific accident in Hollesley last week and has been over a week and still the road has not been done, diesel needs specialist equipment, softens tarmac, may need to replace road, but if was a main road, would have been sorted within a couple of hours, at Shingle Street the road is splitting and still waiting for something to happen. Concern raised for shop and business in the area, whilst road closed.</p> <p>Comment: - Has been a traffic enforcement officer at Bawdey Quay on a Sunday, issuing parking tickets, would be interesting to have a report on how many fines have been issued.</p> <p>Planning – Eyke, planning accepted for 65 houses, now need to look at the enforcement of the conditions by highways, maybe an opportunity to break up straight road, big problem with heavy traffic and speeding, trying to articulate resident views and environmental protection, builder needs to be mindful is a residential area. Flagged a planning enforcement issue by Sutton Heath, owner works within permitted develop rights, does not have permission for an official campsite, had a sign removed, just put it further back from highway.</p> <p>Waste – big changes happening, previous government was working on how to homogenise waste collection across country, implementation, is where council have a choice, and ESC are looking at more bins and changing how often waste is collected, going forward there will be 5 bins, 2 recycling bins, (1 card and paper, other tetrapaks, glasses, plastic containers), green bin, still pay for, normal refuse bin and a food bin, food bins will be a weekly collection, with refuse bins collected every 3 weeks, problem is with certain properties, such as Victorian Terraced Houses, where do all the bins go, when Cllr JaMa was in charge of waste, did consider compartments within blue bins, rather than an extra bin. Will need to procure new equipment for the changes, i.e. new refuse trucks, glass should go into bottle bank, as that will be recycled into glass, if collected at roadside with go to recycling centres, where could be contaminated and will then go into aggregate, Tetrapaks and Reusable Coffee Cups are not recyclable in a particularly efficient way, Tetrapaks are difficult to recycle, have a membrane inside, needs to be split away from cardboard, very energy intensive process, only plant able to do is in Yorkshire. Would like to see more campaigns and discussions about waste reduction, especially food, there is an opt out choice for villages, who could look at central points for collection. Unsure about the 3 weekly collections, especially if hot weather and people have nappies or animal waste.</p> <p>Comment: - Will council tax rates be put up to pay for new system? Cllr JaMa unsure at moment if council tax will go up, no extra funding coming from central government.</p> <p>Still a lot of things to consider and overcome, will continue to monitor and report back.</p> <p>Question – Fly tipping, is it still reported on ESC website, has been a couple of issues lately. Cllr JaMa, please do report on website and flag with him, he will make sure it is removed and follow up if there is an issue, sometimes will get a bit funny if on private land but will put the case forward if would cause contamination, e.g. fridge, more difficult to argue case if litter, but will try.</p>
4.	<p><b>To agree &amp; sign Minutes of meetings dated 25<sup>th</sup> July 2024 as true record.</b></p> <p>Minutes agreed, proposed by Cllr MiLo and seconded Cllr CIWa, all in agreement.</p>

5.	<p><b>To review actions from previous meeting</b></p> <p>Cllr MiLo commented action points log is very good, Cllr RoTh agreed, focuses people</p> <p><b>Bench on Green</b></p> <p>No extra costs involved, as Cllr RoTh provided materials and labour for free, thanked by councillors for providing this.</p> <p><b>Disturbances at Crocus</b></p> <p>Possibility of a house swap for residence at School Meadow/Orwell Development, ESC is objecting, stating needs to go back to Gateway but CLT have advised this is not necessary as would come under Cascade level 3 and is not a void, Orwell have asked for BPC to support swap, there were no objections from Councillors, clerk to write and advise Orwell, proposed by Cllr RoTh and seconded by Cllr MiLo, Cllr JaMa has said he will discuss with ESC if an issue remains with housing at ESC</p> <p><b>Planning Training – Webinars</b></p> <p>Registered Cllr AnRo for session 4 planning webinar. Clerk advised Cllrs to email if would like to attend training</p> <p><b>Recreation Ground</b></p> <p>Grass has been cut and play area weeded and swings cleaned, looking to get a work party together to help maintain going forward.</p> <p><b>Vision at road Junction</b></p> <p>Email received from Highways via Andrew Reid, unsure of the perspective they have taken photos, i.e. standing on the corner as opposed to sitting in a car at the junction, would the line of vision be different, Comment, cars parking on side, may also impede someone's view. Cllrs now feel this should be forwarded to Bromswell Parish Council, as this is within their boundary and see if they would like to take it further.</p> <p><b>Anglian Energy Planning Alliance (AEPA)</b></p> <p>Letter to Ed Miliband – response from AEPA  “Many thanks to Bawdsey PC for supporting the letter”</p> <p>Letter was delivered by hand on Tuesday 30 July at DESNZ. The email version of the letter was copied to: Lord Hunt, Sarah Jones MP, Jenny Riddell Carpenter MP</p> <p>Response received from Secretary of State to letter, AEPA have put together a reply and would like the council to agree for this to be signed on our behalf – all in agreement, clerk to respond to email</p> <p><b>East Suffolk Planning Alliance</b></p> <p>Email sent to ESPA, now affiliated</p>
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**Grit Bin**

Response from SCC highways - *Suffolk Highways confirms that the highway grit bin on East Lane (U3722), Bawdsey has been recorded on our system with the Highway Grit Bin reference number 940002710.*

*Suffolk Highways does not carry out any restocking of grit bins during the Summer but rest assured that Suffolk Highways will ensure that all approved highway grit bins are fully stocked ahead of the next winter season (i.e., From October 2024).*

Cllr JaMa to be advised when grit in place for a photo opportunity

**Deben Estuary Area Questionnaire**

Questionnaire completed and shared with Deben Estuary Partnership - Thank you received from DEP 27/07, have requested a copy of plan to be shared with councillors once published.

**Unusual Activities on the coast**

Added to the August Bulletin and Website

**Generator for Village Hall**

Cllr RoTh reported Alderton now have a plug point in their village hall, will liaise with them to get costings and exactly what is needed to then go back to VHRGC.

**PGL – Coaches**

Response from PGL - Have reviewed operation and can confirm have limited coaches on a Monday/Wednesday/Friday in peak times. Do not believe the majority of this is down to PGL Bawdsey Manor however will contact the coach companies and ask them to be mindful of.

- Appropriate speed limit through the village – 30mph
- Not using driveways as a passing place
- Be considerate of pedestrians walking on the road
- Narrow/Windy roads

**Trees**

Cllr RoTh has discussed with resident removal of dead tree from green, does not seem keen, will outline plans for green and the fact the tree is rotten and could be dangerous, plan is for a new tree, bulbs and bench. Need to be mindful of where cabling in this area, Cllr AnRo, does have a plan of this area from when a sign was being considered.

Note for Bulletin re residents' suggestions on where any new trees could be planted - Could not see added to bulletin, chased 21/9 to see if can be added to Octobers

**School**

Add 'Updates from School' to agenda for future meetings – now on agenda

Request VHRGC give key to school, for emergencies, to be held by head, Cllr ToHe to liaise with VHRGC.

	<p><b>Gradient of Path by Manor Farm</b></p> <p>Write again to Orwell Housing to discuss a way forward, offer a meeting with all parties, include SCC Highways.</p> <p><b>East Lane Car Park – Potholes</b></p> <p>Cllrs RoTh and SaMa have filled potholes</p> <p><b>Cliff erosion at PGL</b></p> <p>Drone and photos received from Cllrs, clerk to forward to ESC.</p> <p><b>East Lane Flooding</b></p> <p>Email to be sent to Cllr AnRe to ask if they can share the plans they have for when the works goes ahead at East Lane Cllr AnRo.</p>
6.	<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>
7.	<p><b>Policies – Review and adopt: -</b></p> <ul style="list-style-type: none"> <li>Financial Regulations</li> </ul> <p>Financial Regulations agreed, proposed by Cllr ClWa, seconded by Cllr SaMa, all in agreement</p>
8.	<p><b>Gov.uk – decision on domain and emails</b></p> <p>All feel this will be imposed on all councils going forward, so best to do now whilst there is an incentive to do, saving £120.00, proposed by Cllr ClWa, seconded by Cllr MiLo, all in agreement, clerk to write to One Suffolk to start process.</p>
9.	<p><b>Progress Reports</b></p> <p>a. Clerks Correspondence update</p> <p><b>HMRC</b></p> <p>HMRC charging £100 for late payment of PAYE, other councils also affected, SALC are trying to sort this out with HMRC and get the penalty cancelled, have stated it was something they did their end, just waiting to hear outcome, but it may be that we may have to make payments differently but will update as and when know more.</p>

**East Suffolk Bulbs**

Successful and will receive one bag of bulbs to plant. Blend of native bulbs which appeal particularly to bees and butterflies.

- 'Bees Mix' bulbs will flower from February to May and includes crocuses, chionodoxas, scillas, muscaris and naturalising tulips
- 'Butterfly Mix' flowers between May and July and includes camassias, nectaroscordums, irises and alliums

Collect in October from UFFORD DEPOT – will get an update to let us know when available

**QLS Sign**

Sign knocked down at East Lane, Cllrs RoTh and AnRo have re-fixed, Cllr RoTh had spare sign, so no cost for sign.

**CAS Reconditioned Laptops**

CAS trialling reconditioning laptops, have asked if would like our old one, not taking donations now and laptop may not be suitable, but if it is, would council agree ? All in agreement.

**East Suffolk Planning Alliance**

ESC has requested if they can have a list of affiliated councils, all in agreement.

**Email received from concerned resident on report of two serious crimes in area.**

This very much a police matter, it is our understanding that there have been no further incidents since July and believe the matter is soon to be resolved. Clerk to write to resident and advise

b. CIL – Receive an update.

Cllr AnRo circulated prior to meeting a proposed list of work that could be carried out through village to increase safety for all road users, following this proposed list, Cllrs, RoTh, ClWa, MiLo, SuTa and SaMa walked the village with the list in mind, what would be in keeping with the village and the next point of actions. When Cllr's walked village noted most cars slowed down, did also highlight where there is lack of vision at junctions, found a 30-mph sign in hedge, not visible to road users. Key points from list discussed: -

White Gates at entrance to village – Looked at land available either side and thought about the costing, feel will need ongoing maintenance and questioned if there are enough volunteers to upkeep them, could we look at alternative sign, Alderton sign has 30 above, also asked if could we have white markings, same as Hollesley? Clerk to enquire and see if this is possible and source alternative signs.

Hedges – Found when walking round, hedges are encroaching and people have to walk further into the road to go around them, discussed possibility of getting a company to cut all hedges back to where they should be and then pass responsibility to landowners for them to continue to maintain every year, need guidance from highways as to the legal wording and if this is permissible. Will reclaim more road and make safer for pedestrians. Clerk to contact SCC Highways and Cllr RoTh to get quotes. Hedge at East Lane, landowner has given permission to cut hedge back, just need to speak with tenant to advise and check this is OK with them, will give more sight at junction with The Street and allow people to walk off road.

Pink Bitmac – All in agreement this would not be in keeping with the village.

	<p>Road Markings (30 Roundels) – All need re-painting and an extra one needed by Orwell Housing Development. SCC need to look at all marking, especially central line reservations, clerk to contact Highways and ask for this to be completed.</p> <p>Warning Signs</p> <ul style="list-style-type: none"> <li>• Beware of Children School Signs at 2 locations: a) on North bound corner of Ferry Rd near High House, &amp; b) on S. bound B1083 near entrance to the Recreation</li> <li>• No footpath /Beware of Pedestrians or Shared Road space/ Beware of Pedestrians. Positioned just S. of Pitcairn Cott (No.42) where Alderton footpath stops.</li> <li>• Road Narrows, required on B1083 south bound, just south of East Lane Junction</li> </ul> <p>Need to be mindful of having too many signs, may be better to have just key signs in key places, clerk to cost signs and bring to next meeting and maybe review road once hedges are cut back.</p>
	<p>c. Village Hall and Recreation Ground Committee update (Cllr. Tod Heyda)</p> <p>One meeting held since last Parish Council meeting.  Funding has become successfully sought for replacement of playground fencing  Following sickness, the grass is now having regular cuts  Volunteers undertook a clean-up - beginning of September - 7th  Garage sale successful – although final figures unknown  POPUK PUB - lacked PGL attendance due to another function, but costs appeared to have been covered, another one is planned after Halloween.  Another member of the group has resigned, moved to Hollesley - now have two vacancies  New chairs purchased for village hall  Recreation Ground - now has new metal shed - and tents for the Fete are better organised with 2 new ones purchased.</p>
	<p>d. Coastal Matters: Updates on</p> <p>i. Coastguard report (Cllr. R. Thurkettle)</p> <p>Had a shout for three people on jet skis, two of which had broken down, they asked how they would recover them, were advised will need to be done by sea, asked if could access by land, advised no, private, warned landowner, two hours later they came with recovery truck and winched them up, this part of the cliff has now collapsed into the sea. Still a lot of people walking along the cliff, going down to the beach, mainly local people.</p> <p>August was the busiest in history, 7 shouts in 4 days at Shingle Street, had people trying to swim across from Felixstowe Ferry to Bawdsey Quay and being swept out, people were cut off on the shingle banks, watching the sunset. Short on numbers. Currently team of 8, 4 people have retired, have 2 new members starting 1<sup>st</sup> January 2025, still leaves 2 people short, so actively looking for volunteers locally.</p> <p>ii. Deben Marine Centre (Cllr. Heyda)</p> <p>Visitor numbers appear to be slightly down on last year - but better uptake recently with the improved weather. New tide gauge has been installed, as the previous one was stolen. Review to take place in mid-October, which Helene Burningham is due to attend</p>



<p>Weather Station</p> <p>Attended meeting with the District Cllr and other parties regarding weather station, plan is to re-site the mast away from its current position on PGL land and move to DMC, currently completely blanketed from North through to the South by trees. Comment – Unsure if it is sited at DMC, would it be open to vandalism, readings would probably only be for estuary, feel best place would be to put it up on A site if could get landowners permission, allowing to get weather from all directions</p>
<p>e. Speedwatch</p> <p>RoTh, would like a solar panel installed on current SID, as very hard to keep changing batteries, will cost this and come back to council for approval. Would then like to move around village once have solar panel, currently three positions in village that have poles installed.</p>
<p>f. Melton, Woodbridge and Deben Peninsula Community Partnership (Cllr C Walker)</p> <p>Nothing to update</p>
<p>g. Update from School (Cllr M Locke)</p> <p>School have decided to apply to join a Multi-Academy Trust, Tilian, proposal was ready before general election, felt MAT had more understanding and sympathetic about education matters and offered more support for the Head, interviewed two trust and Tilian came across as a good education organisation, all current schools are similar to Bawdsey, small village schools.</p> <p>Governors, currently have Judith Mason as chair and Teresa Moriarty is vice chair, who were imposed on school from local authority as previous chair resigned, puts school in unusual position of both chair and vice being consultants for local authority, is a temporary arrangement, were both helpful in getting school through recent Ofsted inspection and very good at laying out procedures, when go to MAT, they will step down, will need to find a new chair of governors soon, also two other vacancy, someone from church, Simon Cake appointed, but need someone else from church of England, also vacancy for parent. Good number in under 5's.</p>
<p>h. Emergency Committee (Cllr. R Thurkettle)</p> <p>Have two new members, all members have undertaken training about current regulations, on what can/cannot do, behind in getting survey out re finding out what people's skills are and who is vulnerable, pushing to have this done by end of year.</p>
<p>i. Green Agenda – Trees and Hedges</p> <p>Chris Mann has kindly given BPC an IBC tank for watering new trees &amp; hedge planted along Manor Drive, existing 1/2" diameter tap makes for very slow work, and need to upgrade to 3/4" bore, would like agreement to spend a further £50 of green budget on buying new 3/4" outlet tap, 10m hose and handgun to make it more usable, proposed by Cllr CIWa and seconded by Cllr RoTh, all in agreement.</p>
<p>j. Highway Matters</p> <p>Nothing to Report</p>



**10. Finance****1. To note Bank Balances as of 31<sup>st</sup> August 2024:**

- a) Current Account - £13171.36
- b) Reserve Savings Account - £5682.88
- c) CIL Funds Savings Account - £27806.81
- d) Projects Savings Account - £7162.36

Noted

**2. To authorise the following Invoices for Payment:****a. New payments since last meeting:**

£12.50 - Domino Designs (Sept)  
 £42.00 - SALC (Training)  
 £499.00 - Clerk Computer  
 £18.59 – Bulletin (June 24)  
 £160.00 – SCC Street Licence  
 £16.20 – Andy Rouse (Post Fix)  
 £76.80 – SALC (Training)  
 £18.00 – Unity Bank Quarterly Charge

**b. Any new invoices since publication of agenda:**

£201.20 – HMRC  
 £804.64 – Clerks Quarter 2 pay

Payments authorised, proposed by Cllr RoTh, seconded by Cllr SaMa, all in agreement

**c. Any new payments received since last meeting:**

£36.00 credit note from SALC re cancelled training

Noted

**3. Poppy Appeal – agree ordering of wreath £18.00**

Every year donate a wreath, Cllr AnRo will lay wreath on behalf of the villagers and council, Cllr RoTh reports is a very good event, last year 50+ people attended, paras of the Rock Barracks were there in dress uniforms. Proposed to purchase wreath Cllr ClWa and Seconded MiLo, all in agreement.

**4. PKF Littlejohn – notification of exempt status, 2024**

Have received confirmation that council do not need to go through a full audit and our certificate of exemption has been accepted.

**5. Finance Minutes – Discuss and Agree**

No questions raised from the finance minutes

	<p><b>6. Unity Trust Bank – Update Councillors re Changes to Bank Charges</b></p> <p>Unity Trust bank have changed the frequency of their bank charges, the amount remains the same, but will charge £6.00 monthly instead of £18.00 per quarter</p> <p><b>7. Confirm transfer £412.00 from reserve to current re computer purchase</b></p> <p>Confirmed transfer of funds, proposed by Cllr RoTh and seconded by Cllr CIWa, all in agreement.</p> <p><b>8. Christmas tree for Church – Discuss and agree purchase</b></p> <p>See point 3. Public Participation</p>
11.	<p><b>Any matters to be brought to the attention of the Council and to agree date for next meetings.</b></p> <p>Cllr SuTa asked about warm spaces and pension credit and if as a council we should be thinking about this? Clerk advised did look into this last year and sharing a warm space with Alderton, alternating, but were no volunteers, so was unable to go ahead. Feel there is an urgency to get the Emergency Plan survey done, which may help identify vulnerable people, we can then see how we can support.</p> <p>Cllr SuTa highlighted the need to ensure Bawdsey support The Swan in Alderton.</p> <p>Next Meeting – Wednesday 20<sup>th</sup> November 2024</p>

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