

Minutes of Bawdsey Parish Council Meeting

Held on 22nd July 2021 ~ 7.00pm

Bawdsey Village Hall

Present

Cllr. Andrew Block (Chair)

Cllr. Robin Johnson

Cllr. Robert Thurkettle

Cllr. Clare Walker

Cllr. Andrew Rouse

Cllr. Chris Mann

Cllr. Brian Johnson

Cllr. Richard Tricker

Tiffany Pollock (Clerk)

Four members of the public

1. To elect a Vice Chair for 2021/22 and the signing of the Declaration of Acceptance of Office

Cllr. Rouse advised the Councillors that he would be willing to stand as Vice Chair, this was proposed by Cllr. Thurkettle and seconded by Cllr. R. Johnson. All Councillors were in agreement; the Clerk will take the Declaration of Acceptance form to Cllr. Rouse for signing.

Action: Clerk

2. To receive Apologies for absence

Apologies had been received from Cllr. Reid (County Councillor)

3. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items (either pecuniary or non-pecuniary):

Cllr. Mann, Cllr. Tricker and Cllr. Block declared an interest in the Scottish Power Windfarm project, Cllr. Rouse for Bawdsey Coastal Partnership; Cllr. Walker and Cllr. Block for CLT.

Cllr. Thurkettle for the Peninsula Practice and Cllr. Mann for 'The Power' filming, Suffolk Screens.

4. Public Participation (15 Minutes Maximum) - To receive:

a. Reports or comment from any member of the public

A member of the public raised concerns for parking issues at Bawdsey Quay, in particular the volume of traffic requiring parking including campervans.

The Parish Council explained that at the moment there are no restrictions in place which means that there is nothing that can be enforced. However, the Parish Council are working together with East Suffolk Council and the County Council to make improvements.

Bollards have been in place along the approach to the Quay, line marking for parking bays is due to begin soon by Suffolk County Highways and there may be a future opportunity to implement a TTRO which could see a possible wait time of four hours paid parking.

The member of the public also stated that there are cracks appearing on the sea wall, Cllr.

Mallinder suggested that these were photographed and sent to the environment agency.

Chair's initials:

The owner of the Boathouse Cafe spoke about the impact of Covid and also the parking restrictions on her business; fewer cars parking along Ferry Rd because of the bollards meant a loss of potential customers. She also felt that the existing car park was not well managed or signposted clearly enough. It had the potential for many more spaces.

b. Reports from County and District Councillors

Reports had been received from Cllr. James Mallinder and Cllr. Andrew Reid and forwarded onto the Councillors. Copies of these can be found on the Bawdsey website.

Cllr. Mallinder discussed items from the report and highlighted that Nature First grants are open with funding of up to £1000.00 available for Parish Councils and Community Groups, assistance is available if needed when completing the application form.

Cllr. Mallinder has supported Bawdsey School with funding via his enabling budget and also reported that there are plans for a possible orchestra to attend Hollesley Village Hall, as well as nutritional workshops groups for the community. There is a planned litter pick week during Spring across the county and next year to mark the Queens Jubilee weekend each parish will be receiving an oak tree to plant. The possibility of putting this tree on the recreation ground will be looked at.

5. To agree and sign Minutes of meetings dated 20th May 2021 as a true record

Cllr. Thurkettle proposed the minutes be adopted as a true record, this was seconded by Cllr. R. Johnson and all Councillors were in agreement. They will be posted on the website.

Action: Clerk

6. Planning:

a.) To receive updates on current applications and consider application's

i. DC/21/3357/FUL | Extension of existing garage | Alma House The Street Bawdsey IP12 3AJ
Councillors made the following comments:

- Due to the size of the extension, there were concerns with amount of light that would be blocked out. A single storey would have been preferred.
- It was questioned whether there would be more activity due to part of the extension being a workshop
- The plans show two lights north facing, this would have an impact upon others.
- Concerns raised for the lack of space and access, possible over development.
- Conclusion: **Objection** (Prop: Cllr. Block, Sec: Cllr. R. Johnson, All in favour)

ii. DC/21/2560/FUL | Temporary use of land for film-making with associated temporary set and crew compound for 22 weeks, including access | Land Off East Lane Woodbridge Bawdsey IP12 3AP - Councillors made the following comments:

- Residents have been concerned throughout the film making, it was felt that the letters which had been sent to residents could have been re-worded.
- The Parish Council acknowledges that the film staff have been forthcoming with answering questions, which is appreciated.
- Residents have been concerned with the traffic disruption, light and sound this has caused.
- Conclusion: **All in favour** (with comments and concerns to be forwarded to East Suffolk District Council and to Screen Suffolk)

Chair's initials:

- iii. DC/21/2887/FUL | Two storey extension to rear of house and alterations to existing | Old Bakery Cottage 29 The Street Bawdsey Suffolk IP12 3AH - Councillors made the following comments:

- The Councillors acknowledged that this was an improvement on the previously withdrawn application made in 2018
- The application has been improved upon with more consideration of neighbouring properties taken into account.
- Conclusion: **No Objection** (Prop: Cllr. Tricker, Sec: Cllr. R. Johnson, All in favour)

Action: Clerk

- b.) To consider any applications received after the publication of the agenda

There were none.

7. Bawdsey Quay;

- a.) Parking and approach road issues including latest update

Cllr. Block has been advised that the Police are unaware of the TTRO, the Councillors noted that there has been Police attending Bawdsey Quay for other reported issues. There has been no further update from Suffolk County Highways and we are awaiting car parking lines to be marked.

- b.) To discuss implementing park bench seating

Councillors agreed that implementing seating would improve the overall look of the area as well as look after it. Benches made from recycled plastic would be preferred although definite type and design will need to be agreed. Permission and funds will need to be sought, clerk to make enquiries.

Action: Clerk

- c.) To receive update for the Bus Shelter

The bus shelter at the Quay looks good, thanks were given to Cllr. Tricker and all volunteers for their hard work. There will be boards inside displaying information of the coast line including erosion, it is planned to be opened on 1st August with opening times in line with Bawdsey Radar Museum.

8. To discuss and agree location of village seat.

It was agreed to consult residents via the Bawdsey Bulletin to determine the location of the village seat. The Chairman did not feel able himself to carry this initiative forward and will be discussed at the next meeting.

9. Update for Bawdsey Village logo (Cllr. Thurkettle)

No further update.

10. To receive latest update of filming of 'The Power'

Chair's initials:

Cllr. Block has received information from the film crew in regard to timings and activities and will forward this onto the Councillors. Speed notices have been put up around the village and overall it was felt that the staff have been proactive with engaging and answering questions. Residents had received letters with a request to move cars from the road, although it was noted that the letter could have been improved upon.

11. Progress Reports:

- Clerk's report, incl. current financial update

Nothing to report, finance matters further on agenda.

- Village Hall and Recreation Ground Committee update (Cllr. R. Johnson)

A new fence has been erected behind the Village Hall and turf has been laid which has created more space for hirers of the hall. The area around the War Memorial has not been completed due to a delay with supplies a further update will be given at the next meeting.

There will be a pop up pub on the 7th August.

- Coastal Matters: Updates on;

a) Deben Estuary Partnership (Cllr. Block)

Nothing to report.

b) Bawdsey Coastal Partnership (Cllr. Rouse)

Nothing to report.

c) Coastguard report (Cllr. R. Thurkettle)

Road access to the beach was discussed due to the ongoing parking issues at Bawdsey Quay, the Coastguard advised the Council that they do have a legal access right to get to the beach in an emergency. It is expected that the Coastguard will begin to get busier during the summer months.

- Scottish Power (Cllr. Tricker)

Cllr. Tricker reported that resurfacing of the road towards the access of the Scottish Power site is planned to take place during September.

- Speedwatch (Cllr. R. Johnson)

The SID is currently between East Lane and School Lane, Cllr's R. Johnson and R. Thurkettle had cut verges back where the SID is placed. Cllr. Thurkettle has asked residents to cut back hedges where necessary.

Chair's initials:

- Update for Photo Post and Weather Station

The Photo Post are being used regularly which photos being uploaded onto the Facebook pages, four more posts will be going up along the river Deben.

- Emergency Committee (Cllr. R. Johnson)

Nothing to report.

12. Highways Matters: To discuss any concerns about Highways.

Nothing to report.

13. Finance Matters:

i.) To accept and sign Accounts for Year to 31st March 2021

The Clerk had circulated the Year End accounts as of 31st March 2021 and confirmed they had been fully audited by the Internal Auditor (see below). Cllr. Block proposed they be adopted as a true record of the Council's finances over the year. This was seconded by Cllr. Tricker and all were in agreement.

ii.) To accept Internal Auditor's Report for 2020/21 and 'Internal Auditors Report' of Part 2 of the Annual Governance and Accountability Return (AGAR) 2020/21

The Full Internal Auditor's Report and the AGAR Internal Audit Report had been forwarded to all Councillors. Cllr. Block proposed these be formally acknowledged as accepted. This was seconded by Cllr. B. Johnson and all were in agreement.

iii.) To agree and complete certificate of exemption

The Council agreed that they are entitled to declare themselves exempt from a Limited Assurance Review by PKF Littlejohn LLP, due to their income and expenditure both being under £25,000. Cllr. Walker proposed that this be formally declared, and the Exemption Certificate signed. This was seconded by Cllr. B. Johnson and all Councillors were in agreement.

iv.) To agree and complete Section 1 of Part 2 of the AGAR 2020/21

Cllr. Block read each paragraph of Section 1 of Part 2 of the AGAR 2020/21. There were no questions. Cllr. R. Johnson proposed the Council answer in the affirmative to each statement. This was seconded by Cllr. B. Johnson and all were in agreement.

v.) To agree and complete Section 2 of Part 2 of the AGAR 2020/21

The draft Section 2 of Part 2 of the AGAR 2020/21 had been sent to all and which confirmed the figures matched those suggested by the Internal Auditor. Cllr. Walker proposed that the statement be completed, this was seconded by Cllr. B. Johnson and all were in agreement. The Clerk will publish all materials on the Website and send all relevant documentation to PKF Littlejohn LLP.

vi.) To receive Accounts as of 30th June 2021

The Clerk had circulated the accounts including bank statements as of 30th June 2021.

vii.) To authorise the following Invoices for Payment:

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|---|---------|
| i. Pro Metal – 4 x Photo post/Camera Trays | £218.40 |
| The above payment was proposed by Cllr. Rouse, seconded by Cllr. Mann and all were in agreement they be paid. | |
| ii. Any other invoice presenting | |
| iii. Donation towards the Quiet Lanes Project | £200.00 |

Chair's initials:

(Prop: Cllr. Block, Sec: Cllr. Thurkettle, all agreed)

viii.) To note Payments made since last meeting:

i. Hirst Signs – Village Sign	£289.20
ii. R. Tricker – Travel and expenses	£39.43
iii. Community Action Suffolk – Insurance	£181.90
iv. T. Pollock – Quarterly Salary and expenses	£909.49
v. East Suffolk – Bulletin Printing	£58.58
vi. East Suffolk – Bulletin Printing	£48.88
vii. R. Tricker – Travel and expenses	£193.55
viii. S. Timms – Invoice for works at Bus Shelter	£275.00
ix. A. Rouse – Measuring Wheel	£37.99

ix.) To note Payments received since last meeting:

i. AONB Grant received to Amenity Account	£1,000.00
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x.) To note Bank Balances as of 30th June 2021:

i. Current Account	£9,058.07
ii. Amenity Account (7141)	£5,668.23
iii. Active Saver	£8,056.55

14. To receive agenda items and agree date of Next Meeting

The next meeting of the Parish Council will be held on Thursday 23rd September at Bawdsey Village Hall, 7.00pm.

The meeting closed at 9.27pm

Signed:

Cllr. Andrew Block, Chair

Date:

Tiffany Pollock

Clerk to Bawdsey Parish Council

Chair's initials: