Offton and Willisham Parish Council

Minutes of the Parish Council Meeting held at Offton & Willisham Village Hall on Monday 7th Nov 2022 at 7:00pm.

Present: Cllr S Warnes (Chair) Cllr A Rumsey

Cllr I Gilson Cllr C Taylor

Cllr A Cox Cllr C Pinson-Roxburgh

Dst Cllr D Pratt

2 members of the public Clerk - T Davis

ACTION

1 a) b) c)	Cllr Warnes opened the meeting and welcomed everyone. To consider & Approve Apologies for absence, apologies from Cllr Bye & Cllr Cattermole and later in the meeting Cllr Chaplin were sent and these were formally accepted	
2. a) b)		
3.	Public Participation Session (To hear reports from the County Councillor, District Councillor & Comments from the Public) The Chair invited the members of the public attending to speak. The resident had attended the meeting this evening to speak about antisocial behaviour in the parish and to advise that after contacting the parish council they were aware that this is a matter for the police and MSDC and had reported this, saying the police had been very helpful. Cty Cllr K Oakes had sent a report (attached in the addendum below the minutes) Dst Cllr D Pratt was then invited to speak and the report can be found in the addendum below.	
4.	Chair Report Since our last meeting I have purchased and delivered the Remembrance Wreaths on behalf of the Parish Council for our two parish church services. Following September's meeting I have met with the resident with regards to their complaint about the by-way connecting Marshmoor Park and the Main Road and this is on the agenda this evening.	
5.	Clerk Report, with details of emails and correspondence up to the period 1st November 2022 Since September's meeting the Parish Surveys have all now been collected and the results compiled, printed and will be delivered to everyone in the parish ready for a public meeting in January, items relating to this are on the agenda this evening. Thank you to Cllr Pinson-Roxburgh for putting in place the dog bin by the Offton telephone box, replacing the old litter bin. Both the new litter bin and dog bin look great.	

I have identified that the Parish can obtain a 'gov.uk' domain and emails, which might be the most professional way to go now that we face creating a new website and this is on the agenda for discussion.

The potential need for a further Dog Bin on the footpath behind the Limeburners PH and near the small BT building has been placed on the agenda for discussion. We have been contacted by the Suffolk Local History Council (SLHC) who are eager for us to fill the vacancy for the Willisham Recorder and this is on the agenda for you to discuss.

The Offton Green has also been placed on the agenda at the request of Dst Cllr D Pratt.

I am pleased to say that our Chair, Cllr Warnes, and Cty Cllr K Oakes will this week have collected the Quiet Lane signs and that Cllr Warnes has been contacted by a volunteer who wishes to organise the Christmas Luncheon and this has been placed on the agenda for discussion. Cllr Warnes has also arranged for the Remembrance Wreaths and delivered them to the respective Churches.

I have updated the internal contacts list and this has been forwarded to all. The bank switch has been completed and all that remains is for Cllr Cox to be placed as a viewer due to being our financial reviewer, and remaining councillors who wish to view the accounts online to be placed on the accounts, along with a third authoriser, therefore I will be collecting details this evening.

The 2nd Quarter accounts have been sent to all and also reviewed in detail by Cllr

The 2nd Quarter accounts have been sent to all and also reviewed in detail by Cllr Cox and this is on the agenda for this evening.

The draft 3yr budget review is also on the agenda for agreement and I can confirm that a pay rise has now been agreed by NALC which has affected all pay spines. I have also received news that the annual SALC membership fees will not be affected following their discussions and should not need adjusting on the budget. In line with this year's budget I have placed items under item 14f for payment. Planning for consultation has also been listed.

I would like to thank all the Councillors for their efforts with the Parish Plan and to pre-thank them for the delivery of the results to everyone in the Parish, especially to Cllr Warnes for the support during the bank transition and formulation of the results.

Other items waiting for feedback from outside sources still ongoing:-

Parking problems at Middlewood Cottages, Fly Tipping in The Channel, Holly Road - bank degrading, Footpath between school house and middlewood cottages, Flooding in Fiske Pightle, Speeding in the Parish

6. Planning & Governance Consultations

i) BMSDC consultation request DC/22/04927 - Outline Planning 2 dwellings, Does Farm, Offton

This planning application was discussed in detail and it was **Proposed, Seconded and with 5 in Favour and 1 against to Object** to the application based on the cramped conditions of the build not in keeping with the rural plan of the parish in addition to the lack of services available.

BMSDC consultation request DC/22/05235 - Full Planning 3 into 1 dwelling, Strawberry Hall, Willisham (resubmission DC/21/06849)

The planning application was briefly discussed, it was **Proposed**, **Seconded and Unanimously agreed that 'no comment' needed to be provided to BMSDC**. BMSDC Appeal notice AP/22/00081 re: DC/20/05045 279 homes, Barking Rd, Needham Mkt

This appeal notice was discussed as well as the previous comments made on the application DC/21/06882. The comments remained the same and it was unanimously agreed that no further comment needed to be made.

Clerk

Clerk

III)

7.	To discuss new dog bin It had been mentioned at the meeting in September that residents had mentioned the need for a dog bin at a different site in the parish. Cllr Pinson-Roxburgh had scouted a suitable site, which was near the road, on the Footpath sign opposite the telephone exchange down from The Limeburners Public House. This was Proposed, Seconded and Unanimously agreed for the Clerk to arrange.	Clerk
8.	To discuss and approve the slat replacement of the Offton Green Silver Jubilee Bench This was moved to the next meeting to allow time for Cllr Pinson-Roxburgh to have a look.	Clerk
9.	To discuss and approve the Offton Green No Mow Trial Dst Cllr Pratt was invited to speak by the Chair. Cllr Pratt advised that a new person had taken on the role of Biodiversity Officer and that the Officer wanted to set-up a trial on the green to ascertain what biodiversity existed already. It was mentioned that the green used to be a grazing meadow in the 1940s and there could be some wild seeds dormant in the ground. Before seeking to enrich the site and to find out the existing diversity, the green would have to not be mown and Cllr Pratt advised that the Biodiversity Officer would want feedback on this before carrying this out. Councillors discussed this matter and concluded that a compromise was sought initially for all residents concerned and it was Proposed, Seconded and Unanimously agreed that a suggestion of a No Mow Investigation for the next 2yrs or so could be carried out on the bottom part of The Green, leaving the top of St Marys part to continue to be mown as normal. The Clerk will contact the BMSDC Biodiversity Officer directly.	Clerk
10.	To discuss Marshmoor Park access following further information from Cllr Warnes Cllr Warnes advised the Council that since the meeting in September deep ruts on the byway are still causing problems. A discussion took place into the type vehicle use was on this by way and it seemed that all vehicles should be able to use it. It was proposed, seconded and unanimously agreed for the clerk to contact the Byways Officer to see if the ruts could be filled in and to investigate by contacting both Cty Cllr Oakes and the By Way Officer why the By Way is not 'fit for purpose' and currently impassable by normal vehicle users.	
11.	To discuss the Antisocial Behaviour taking place in Offton Discussion took place in relation to the incidents taking place within the parish. It was highlighted by Dst Cllr Pratt that the housing team of BMSDC need to be advised of the elderly being afraid. After further discussion it was agreed that Cllr Pratt would liaise with the housing manager to find out what is being done and what complaints have been registered. In addition, Cllr Pinson-Roxburgh agreed to liaise as advocate for the residents concerned to record events and report to BMSDC.	Cllr Pratt Cllr Pinson-Roxbu rgh
12.	To discuss Quiet Lanes voluntary contribution It was decided by the Chair that as Cty Cllr Oakes, who was lead on the Quiet Lanes, was not here today, this item would be placed on the next agenda and the clerk can liaise with Cllr Oakes.	Clerk
13.	To discuss current vacant Willisham Recorder volunteer It was considered by the council invaluable for Willisham to have a recorder again and it was sad that a new volunteer had not yet materialised. It was agreed that an article in The Link for a few months or so would hopefully gain a volunteer to become a recorder.	Clerk

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14.		Finance	
	a)	Current Bank Balances as at 30 th Sept 2022:-	
		Community Account = £0.00	
		Premium Account = £0.00	
		Premium Savings Account = £0.00	
		New Current Account = £19,334.69	
		New Savings Account = £500.29	
	b)	Income received - Bank Interest £3.08	
		- Precept £5,000.00	
	c)	To confirm payments made since 5th September 2022 meeting under financial protocol	
		i) Clerk Wages October - £359.13	
		ii) ICO (Date Fee) - £35.00	
		iii) Remembrance Wreaths - £40.00	
		iv) Bank charges - £2.35	
	d)	To formally confirm bank 'switch'	
		Items a) to d) were noted by the council.	
	e)	To review 2nd Quarter accounts, with report from Cllr Cox	
		Cllr Cox confirmed that he had reviewed the full accounts and everything was in	
		order. Council Proposed, Seconded and Unanimously agreed to accept the 2nd	
		Quarter accounts and for the Chair to sign.	
	f)	To approve payments for Nov (Resolution required)	
		i. Clerk Wages for Nov – £359.13	
		ii. Gipping Press (Parish Plan Results) - £324.00	
		iii. Clerk Mileage & Office Allowance - £74.70	
		iv. Offton Recorder - £75	
		v. The Link - £100	
		vi. Chair Allowance - £250	
		This was Proposed, Seconded and Unanimously Agreed for all payments to be made .	Clerk
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15.		To discuss having the domain name 'gov.uk' for new website & emails with	
		budget for planned website	
		It was detailed by the clerk that as the Council had to find a new website server	
		and change their emails, it would be only a slight increase to this cost to apply for	
		a 'gov.uk' domain and emails, which would be seen as more professional and	
		secure by the public and other users. This was briefly discussed, Proposed ,	
		seconded and Unanimously agreed for the clerk to apply.	Clerk
		seconded and orianimously agreed for the elerk to appry.	Clerk
16.		To discuss and approve 3yr budget review	
		A brief discussion took place regarding the budget, questions were asked of the	
		clerk and further details were provided for the budget for each item. It was	
		Proposed, Seconded and Unanimously agreed to accept the suggested budget,	
		subject to further discussion in January on the 2023-2024 budget and precept	
			l
		request.	Clerk
17.		To discuss and approve Annual Christmas Luncheon	
		The Chair asked the resident to speak in relation to their idea. The resident	
		advised the Council they had come to volunteer to restart the OAP Christmas	
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22.	EXCLUDED ITEM 22 (error on agenda) - is of a sensitive nature and to be heard after the Public are excluded (Public Bodies Admission to meetings Act 1960) To consider the feedback from the Employment Panel formed in June on employment needs This was deferred to the next meeting	Clerk
21.	To discuss & confirm rescheduling 2nd January meeting date (as its a bank holiday) to 9th January 2023 It was agreed that the normal Parish Council meeting will be moved from the Bank Holiday to Monday 9th January 2023, so that the meeting will happen following the public meeting taking place at 6pm that day on the Parish Plan results.	Clerk
20.	Rural Mobility Survey The Clerk had provided the Council with a printed copy and it was agreed that the Clerk would complete the online survey, having gone through things.	Clerk
19.	To discuss & review the delivery of Parish Plan Results The Clerk had brought the results booklets to the meeting and they were distributed among the Councillors. It was agreed that Cllr Warnes would take Cllr Cattermole and Cllr Chaplin's share and let them know so they could collect and then deliver them. It was noted that spares can be taken and that the Clerk will have some ready for the Public Meeting in January. The booklets need to be delivered ready for residents to digest over the Christmas Break ready for the Public Meeting on 9th January 2023.	Clirs
18.	To discuss Training needs of Council The Clerk regularly forwards email regarding training to Councillors and the Chair asked if anyone would like to have some training. It was noted that Cllr Taylor, as a new Cllr, will need to contact the Clerk with his training needs. Cllr Taylor agreed that he would.	Cllr Taylor
	luncheon and would like to start off as soon as possible with a New Year Lunch in 2023. The resident was happy to be lead volunteer for the lunch and had come this evening to ask for the council to fund the cost of approximately £500 for the New Year lunch followed by a Christmas lunch in the same year and then ongoing each year. The Clerk confirmed that reserves were in place for this project. The Council Proposed, Seconded and Unanimously approved to move £500 from the reserves to the current financial year to find the New Year Lunch. The Clerk will contact the resident with further technical details.	Clerk

ADDENDUM

1. Cty Councillor K Oakes Report - Nov 2022

£7.8m redevelopment of Foxhall Recycling Centre to begin

It was announced on October 4th that work on a major expansion of the Foxhall Recycling Centre near Ipswich is set to begin.

RG Carter Ltd has been appointed by Suffolk County Council as contractor for the £7.8 million project, with work scheduled to start on October 17.

The new design will increase capacity for cars on site, reduce queuing and improve access from Foxhall Road, and provide greater capacity to meet future growth.

The site will have a raised level construction, giving better access to the containers for users without the need for stairs.

Containers can also be emptied without the need to close the site.

The funding includes £794,414 from East Suffolk Council through the Community Infrastructure Levy collected from new housing developments in the East Suffolk area.

Work is scheduled to complete in early 2024 and the site will remain open to the public during construction.

RG Carter will work alongside Concertus Design and Property Consultants on the scheme.

The project will be conducted in phases to keep the centre operational throughout the build, but at certain times this may result in fewer booking slots being available to the public.

The Re-use shop will change location in the new layout and will need to be closed for a period early next year to allow this to take place.

The project will also see the installation of a feeder lane from Foxhall Road, making access into the site safer.

Of the 11 recycling centres around the county Foxhall accounts for 19% of recycling and waste, collecting more than 12,500 tonnes a year.

Suffolk Roadsafe Partnership rolls out ANPR devices to target speeding motorists

Councillor Paul West, Suffolk County Council member for Ipswich, Operational Highways and Flooding.

I was very pleased that Suffolk County Council has been able to roll out a mobile number plate recognition system to target speeding motorists.

This issue is one that is of huge concern to councils and communities locally and nationally, and which here in Suffolk the Police and I are determined to target.

This innovative project is part of the Suffolk Roadsafe Partnership between Suffolk County Council and Suffolk Constabulary thanks to a £400,000 grant from the council's 2020 fund.

Automatic Number Plate Recognition (ANPR) Speed Indicator Devices (SIDs) will be rotated around sites where there is a problem with speeding or rat-running on roads with a 20mph or 30mph speed limit.

There are ten of these devices and they work like conventional SIDs by displaying the speeds of drivers to them as they approach, encouraging them to slow down.

However, the difference is that if a driver continues to ignore the speed limit the ANPR camera will take a picture of them and record the date, time, speed, vehicle registration and a photo of the vehicle.

In certain cases, persistent offenders will be reported to Suffolk Constabulary and, while no one will be prosecuted as a direct result of the devices, they may be visited by a police officer who will speak to them about their driving

So, if no prosecution arises, you might ask what is the point of them? Well, in the majority of cases people seeing the SIDs flash that their speed is over the limit will slow down, so the cameras have done their job.

Unfortunately, there are some people who will ignore the limits, and these are the people whose details will be shared with the police.

The information shared with the police will also help them decide on where speed enforcement vans should be deployed going forward.

So, the case for SIDs is that as part of the bigger picture they will make a valuable contribution to tackling speeding and therefore are money well spent and a welcome addition to the county's roads.

It is no exaggeration to say that speeding is one of the biggest areas of complaint that we as councillors receive, and it is understandable why.

As well as being dangerous to both the person speeding and innocent road-users, be they motorists, cyclist or pedestrian, it is a blight on the community and peoples' quality of life. Suffolk County Council, Suffolk Constabulary and the Police & Crime Commissioner have worked together with local people for many years to tackle concerns about speeding.

We have developed an approach which offers both enforcement and education to suit the needs and concerns of local communities, details of which can be found at the Suffolk Roadsafe Partnership website.

If you have concerns about speeding, I encourage you to contact your parish or town council or, if there is no such council available to you, to contact your local county councillor.

The £400,000 for the ANPR SIDS project was from the Suffolk 2020 Fund, a £3 million fund set up for investment in emerging policy priorities.

This fund was made possible because of the decision of this council to use part of the Government's one-year financial settlement to invest in some of the beneficial community projects that ordinarily may not have received as much focus or opportunity, given the other huge, costly frontline services that the county council is responsible for.

Next round of new SEND places agreed by Cabinet

On October 11th the Council's Cabinet agreed a new wave of funding to continue its programme to provide places for children and young people with SEND.

The £3million agreement marks the start of Phase 3 of the Capital Programme to create three additional specialist units providing 42 additional places for students with special educational needs and disabilities. This follows Phase 1 of the programme which created 825 news places across Suffolk and Phase 2, which was signed off in June 2022, and will create up to 73 new places.

So far, £45million has been allocated by Suffolk County Council to deliver the new places for Phase 1 and Phase 2 - £15million of which has been provided by the Department for Education.

In addition, Cabinet also agreed to support the Department for Education's High Needs Provision Capital Funding (HNPCF) for 2023/24 of £7million to be spent on the development of units attached to mainstream schools to support students with social, emotional and mental health problems and speech, language and communication needs. This will create up to 168 new spaces and is an addition to previous funding agreed from the Department for Education in 2022/23 for up to 78 new places.

The third item signed off today was Cabinet's support for the application for funding for two free schools from the Department for Education. One of these will be in east Suffolk and support children with severe learning difficulties and the second will be built in Sudbury for those with autistic spectrum disorder and complex social, emotional and mental health problems. If the bids are successful, both schools will teach children and young people from across Suffolk.

In total, Suffolk will deliver up to 1,317 new places for children and young people with SEND by 2025/26.

Suffolk Museum Award winners announced

The awards evening was hosted by Georgy Jamieson of BBC Radio Suffolk.

Six of Suffolk's outstanding museums and their teams have been announced as winners in this year's Suffolk Museum of the Year Awards, at a ceremony at The Hold in Ipswich on Monday 10 October.

The winners were:

Large Museum of the Year: Food Museum

Small Museum of the Year: Felixstowe Museum

Family Friendly Award: The Red House

Innovation Award: Bawdsey Radar

Working with Young People Award: Halesworth and District Museum

Volunteer of the Year: Steve Bell of Norfolk and Suffolk Aviation Museum

Object of the Year (as voted for by the public in an online vote in September): Halesworth and District Museum for their Blythburgh coin.

In addition, the following museums and volunteers were recognised as highly commended:

National Horseracing Museum in the Large Museum of the Year category

Dunwich Museum in the Family Friendly category

The volunteer team at Royal Naval Patrol Service Museum in the Volunteer/s of the Year category.

The awards are organised by the Association for Suffolk Museums to celebrate and champion the county's incredible museums and the hard work and dedication of their staff and volunteers.

The Challenges facing council budgets

A Column by Councillor Richard Rout, Suffolk County Council's Deputy Leader and Cabinet member for Finance and Environment

I fully appreciate that an article about "council budgets" is unlikely to be the most exciting thing you read today! However, I hope that you'll stick with me for a few minutes, to understand how Suffolk County Council's budget setting process works and the difficulties we face this year. More importantly, I want to set out how you can share your thoughts on how we spend what is ultimately your money. Your views really will be considered, as we shape decisions for next year. This year, we have around £625m to spend on everything that we do. That's from financing the fire and rescue service, to maintaining our roads and providing school transport. We have the freedom to choose where some of that money is spent, but we are legally required to spend certain amounts, such as on schools.

Of that pot the largest amount, around £6 in every £10, comes from council tax. The remainder is made up from the council's share of business rates, and the money we receive each year from the Government (known as our 'settlement').

The current budget was a real challenge to manage, not least due to uncertainties caused by the Covid-19 pandemic. Yet we were still able to maintain all our services and invest in some areas. Unfortunately, this year, we face much more of a challenge.

Councils across the country are subject to many of the financial pressures that we all face at home, such as rising energy costs. The high rates of inflation mean that the council's day-to-day costs are going up, the goods and services that we need to buy today are markedly more expensive than this time last year.

On top of this, there is the national wage increase and we continue to experience more demand for our services, particularly care services for adults and children.

Many councils are facing a situation where they will encounter a considerable budget gap – which is the shortfall between what needs to be spent, and money that's available. At the time of writing, our estimated budget gap could be as much as £56m.

If we do not have the money that we need, then if we want or need to increase spending on one service, we must reduce the spend somewhere else. That's the balance we must find, and it is never easy.

In short, councils need more money in their budgets just to be able to maintain levels of the service that they provide. There are two main ways that we can achieve this; receiving more money from the Government in our settlement and by increasing council tax. Of course, over and above this we always try to 'transform' and modernise our services, so we can do more with less and maximise the income the council can generate.

Regarding the settlement, we continually lobby Government to increase our settlement to meet the demands that we face, to be able to provide you with the services that you expect. In recent times, this money has been decided on a year-by-year basis and I am hopeful that this December we will be given a two-year settlement. This will allow us to plan with a much greater degree of certainty.

Last year we did increase our share of council tax, which worked out at 80p per week for a Band D property. We had the option to raise it by more but decided against it – recognising the pressures households were facing as we emerged from the pandemic.

We also look at making savings within the council itself. Through careful planning, we have saved hundreds of millions of pounds in recent years. This has made the organisation leaner – we have far fewer staff than we did ten years ago and spend less than most of the County Councils on staffing, whilst protecting many services from large-scale reductions.

It has also enabled us to make key investments, such as committing £12.8m to make our buildings and land more carbon friendly and reduce our impact on the environment. This has already achieved impressive results with one of our main buildings seeing a year-on-year reduction in gas consumption by 84%, meaning financial and carbon savings.

With all this in mind, I would welcome your thoughts on our budget for next year.

We launched a public survey two weeks ago, to ask you which services are important to you. There are just three questions to answer, and it should only take a few minutes to complete.

We have already had over 1,100 responses – thank you if you have already shared your thoughts. I'm looking at the data on a regular basis, and your responses will be included in the report considered by the council when we agree the budget in February 2023. Alongside asking which services you'd prioritise; we ask that always controversial question – given everything you've heard

do you think council tax should increase? I'd be grateful if you could share your thoughts at www.suffolk.gov.uk/budget

2. Dst Cllr D Pratt Report - Nov 2022

Electric Bus Project

A Task and Finish Group of six MSDC Councillors has commenced work on planning how best to serve our residents with the two electric minibuses which are to be acquired by MSDC because of a Green and Liberal Democrat proposed budget amendment.

Council Tax Reduction Scheme

In October's Cabinet meeting, councillors agreed to consult on a scheme to increase the council tax reduction for eligible households from 95% to 100%. Currently households who receive benefits have reduced council tax bills depending on the amount of benefit they receive.

Business Park appeal refused by planning Inspector

Planning Inspector, Mr Wilkinson, agreed with the decision by Mid Suffolk District Council to refuse permission to site 69 mobile homes on the Great Bricett Business Park. The main aspects contested were the provision of affordable homes and the sustainability of the location. Inadequate public transport and proximity to services were key reasons for refusal.

Exemplar Housing scheme proposal

Plans for a development of up to 50 environmentally friendly low carbon homes on a plot of Council owned land adjacent to School Road in Elmswell are to be discussed by Cabinet in November. If the cabinet agrees to go forward with the £15M scheme the next stage would involve some public engagement prior to the submission of a planning application.

Winter Warmth Funding

A Winter Warmth Support Grant fund was launched on 21st October. Organisations could apply for grants of £250 - £5000 to help with the increased energy, rent and food costs to enable community activities and warm spaces to remain open and available during the winter. The grant application window closed on 31st October. Depending on demand the scheme may be repeated at a later date.

Tree for Life

A reminder for any family living in the district who has welcomed a new baby (either by birth or adoption) this year to apply for a tree to be planted this winter. Details of the scheme is available on the website https://www.babergh.gov.uk/environment/planting-schemes/tree-for-life/

New Waste Tankers

Babergh and Mid Suffolk are investing £2M for 22 new Hydrotreated Vegetable Oil (HVO)-fuelled waste tankers. This is the biggest upgrade to the Waste fleet in about 10 years.

Dr Daniel Pratt

Mid Suffolk District Councillor