

Badwell Ash Parish Council

Minute of the meeting held on Tuesday 4 February 2025 in the Village Hall

Present Cllrs Richard Morris (Chair), Stephen Russell (Vice Chair), Will Draper, John Morgan, Clare Taylor (Interim RFO), Mark Tomkins, Peter Dixon (Interim Clerk), Lorraine Pace (Minute Secretary).

Also present County Cllr Andy Mellen, District Cllr Richard Winch and one member of the public.

1. APOLOGIES

Apologies were received from Cllrs Woodfine, Harvey and Woodhall.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no declarations of interest.

3. MINUTES

3.1 The minutes of the meeting held on the 7th January 2025 were approved and signed.

3.2 There were no other matters arising.

4. GOVERNANCE

4.1 Appointment of an Interim Clerk, Proper Financial Officer and Minute Secretary to the PC

Report 01/25 was tabled. Following discussion it was agreed that:

Peter Dixon be appointed as interim Clerk to the Parish Council to fulfil the statutory role of **Proper Officer** and that Councillor Clare Taylor be appointed as interim **Responsible Financial Officer**, both with effect from the date of the meeting.

It was agreed that for the duration of these appointments, Lorraine (Lainey) Pace should be appointed as a **Minute Secretary** on a similar interim basis to work alongside the Clerk.

It was also agreed that the appropriate remuneration and hours for these 3 posts to be established and, Vice Chair Cllr Russell, and Cllrs Morgan and Taylor to be asked to agree these matters.

ACTION Cllrs Russell, Morgan and Taylor.

The Chair placed on record his thanks to Vice Chair Cllr Russell and to Cllrs Morgan and Tomkins and Taylor for being prepared to step into the breach so willingly and at such short notice at our last meeting to ensure that the affairs of the PC were able to continue until an acting Clerk was in post. He also recorded the thanks of the whole Parish Council for the hard work and dedication of the outgoing clerk, Mrs Carole Rose.

4.2 **Section 82 of Levelling up and Regeneration Act 2024 (Report 03/25)**

Report 02/25 was tabled, notifying the Parish Council of amendments to the legislation clarifying that the 1894 Act does not affect the discretionary powers of Parish Councils in England to fund church repairs or improvements, or property held for an ecclesiastical charity. This meant that the Parish Council would be able to use its discretionary powers for some financial assistance to the church including those of other Christian denominations and non-Christian faiths, should they chose to.

The report was noted.

5. **REPORTS FROM LOCAL COUNCILLORS**

5.1 C Cllr Andy Mellen's report was circulated.

He pointed that Suffolk County Council have voted for Suffolk to be on the fast-track devolution programme and to cancel the County Council elections in May 2025. The Council is awaiting the Government's response.

SCC Cabinet had voted to approve the proposed budget for 2025-26 which includes approving a maximum rise in council tax this year of 4.99%. Cost pressures for the council included care purchasing for adult social care, Special Education Needs and Disabilities (SEND) and placements for children in care. The level of debt the council was carrying from the Designated Schools Grant was still extremely worrying.

The council is not on track to achieve its target of net zero carbon by 2030. It has achieved a 2% reduction in emissions overall during 2023-24. The Council is trying to reduce Scope 3 emissions and currently 40% of the Council's top 100 suppliers have a carbon reduction plan for their businesses.

C Cllr Andy Mellen has received a response from the Highways Department regarding the remedial work required to address the faded white lines on Richer Road and The Street in Badwell Ash.

Cllr Andy Mellen to follow up.

Work on the A1088 bridge repairs should be completed by the first week in March 2025.

Cllr Andy Mellen's report was noted.

5.2 D Cllr Richard Winch was circulated. He pointed out that the Government has increased the annual housing requirement from 535 to 734 in Mid Suffolk (an increase of 37%).

A survey, carried out by Treeconomics, established the Districts' detailed baseline tree coverage data. The outcome was lower than average. It has identified where more planting is needed.

MSDC has appointed Equans to carry out retrofit measures to a significant number of the most disadvantaged households in the council's stock. The total cost will be £1.6 million, half of which will be funded by the government.

Work has started on the delivery stage of the Skills and Innovation Centre at Gateway 14 which will include office space for high growth start-ups, collaboration and innovation spaces, training and meeting rooms and a café.

Confirmation of the new timetable for the Simmonds route 73 bus service is still awaited. Cllr Winch is due to meet the MD of Simmonds on the 7th February.

6. FINANCE

6.1 Report by Responsible Financial Officer(RFO)

Cllr Taylor tabled a summary of payments and invoices for January and was signed off by Cllrs Taylor and Russell, (see Appendix 1).

Cllrs Taylor and Russell had met with the HSBC and discovered that alterations to the PC's bank mandate needed to be undertaken before Cllrs Taylor and Russell could be added to this. It was agreed that Cllrs Taylor and Russell should proceed.

ACTION Cllrs Russell and Taylor.

Cllr Taylor was preparing a report on VAT for the year. Cllr Taylor has contacted auditor Malcolm Saunders who is happy to undertake an audit. This will be monitored.

6.2 Parish Infrastructure Investment Plan (PIIP)

Report 03/25 was tabled. Having developed a Neighbourhood Plan (NP), it would allow the PC to create a clear picture of its long term financial commitments driven by the Neighbourhood Plan. Following discussion, the Parish Council delegated Cllrs Russel, Morgan and Tompkins, together with the Clerk and RFO, to form a Working Party to determine how the PIIP should be developed; to report progress monthly and ultimately to seek the approval from the full Council for the finished document.

ACTION Cllrs Russell, Morgan and Tomkins

6.3 Replacement of computers and ancillary equipment

Cllr Clare Taylor reported that at the previous meeting it had been agreed to purchase two new lap tops and two printers. Cllr Woodfine had looked into this and would report back at the next meeting. However, until the bank mandate had been amended, no new items could be purchased.

ACTION Cllr Taylor and Cllr Woodfine.

7. NEIGHBOURHOOD PLAN

7.1 BALT Submission v6 (with minor modification to be notified at meeting)

Cllr Russell reported that the MSDC had requested a minor amendment; regarding post occupancy "BALT 15: Low carbon and eco-design including Zero Carbon buildings". The proposed amendment was appended to the report.

The report together with the amendment was approved (proposed Cllr Morris and seconded by Cllr Russel.)

7.2 Basic Conditions Statement January 2025 v 2

This was approved. (proposed Cllr Morris and seconded by Cllr Russel.)

7.3 Badwell Ash NP Consultation Statement V3 reduced size

This was approved. (proposed Cllr Morris and seconded by Cllr Russel.)

7.4 NP –Next Steps

Cllr Steve Russel clarified that the final draft would be sent off for examination. At the end of that process the District Council would arrange for a Parish-wide referendum to gauge support for the Neighbourhood Plan.. Cllr Morris (Chair) acknowledged and thanked the Steering Group for the amount of work and time undertaken to produce the NP.

The report was noted.

8 MULTI GAMES AREA (MUGA)

8.1 Update

A copy of the acoustic report had been circulated to the PC and invoice awaited for payment. This item to be discussed further at the next meeting.

9. TRAFFIC MANAGEMENT AND ROAD SAFETY

9.1 Replacement Speed Cameras – Long Thurlow

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Cllr Mark Tomkins reported that there was a budget of £5,000 to two erect one SID at each end of the village of LT.

It was agreed that Cllr Woodfine would look into these being upgraded to solar powered and to discuss this with Greg Monaghan of LT speed watch. It was also agreed that Cllr Taylor would check with the previous PC Clerk regarding finances for these.

ACTION Cllrs Roy Woodfine and Clare Taylor

9.2 Traffic Monitoring Parish wide

No further update.

ACTION Cllr Russell

10. MINOR WORKS AND ALLOCATION OF RESPONSIBILITIES

10.1 Repair to war memorial

Awaiting update.

ACTION Councillor Nick Harvey

10.2 Street furniture renewal

Cllr Tomkins reported he had submitted an application to the Pride in Place Grant for replacement sign posts and two benches plus fitting kits. Consultation would be undertaken with Parishioners as to their location. It was agreed to have this as an item in the next Badwell Broadsheet.

ACTION Cllr Tomkins

10.3 Replacement bench

The replacement for the rotten bench on St Mary's Crescent was waiting to be installed in the same location.

ACTION Cllr Tomkins

10.4 Defibrillator(s) – future maintenance

It was recognised that the Defibrillators should be checked each month. Cllrs Morgan and Tomkins agreed to undertake the check for February and would discuss with Cllr Roy Woodfine on arrangements for future maintenance.

ACTION Cllrs Morgan, Tomkins and Woodfine

10.5 Planters – annual upkeep

These were currently maintained by a team of volunteers and Cllr Morris had spoken to three of the four and they had confirmed they were happy to continue to undertake this.

ACTION Cllr Morris

10.6 Footpaths

There was nothing to report.

ACTION Cllr Woodhall.

10.7 Playground inspection

Cllr Will Draper agreed to undertake February's inspection. **ACTION Cllr Draper**

10.8 Grounds maintenance schedule 2025

A schedule of ground maintenance to be drawn up and agreed with Stephen Rose.

ACTION Cllr Draper.

10.9 Any other matters arising

10.9.1 Thermal Imaging Camera Programme 2025

Cllr Tomkins reported that he had placed an article for this in the Feb/March 2025 Badwell Broadsheet and had already received some interest.

ACTION Cllr Tomkins

10.9.2 British Spring Clean – litter pick

It was agreed to hold the next litter pick in conjunction with British Spring Clean on Sat 29th March.

ACTION Cllrs Morris and Woodfine

10.9.3 Badwell Broadsheet

It was reported that draft editorial guidance has been produced and the Chair would meet with the Broadsheet distribution team

ACTION Cllr Morris.

The Badwell Ash White Horse would like to donate £100 for sponsorship. Cllr Taylor to arrange payment of this

ACTION Cllr Taylor.

11. VE DAY CELEBRATIONS (THURSDAY 8TH MAY)

Cllr Morris reported that Badwell Ash Village Hall are planning some VE Day celebrations. The PC agreed to give assistance with these if required. Cllr Morris will pass this on to the events coordinator and asked if thought could be given to other ideas. These will be discussed at the next meeting.

ACTION Cllr Morris

12. PLANNING

A complaint has been made about the road condition on Richer road beside the new housing development. Cllr Taylor has been invited to visit the development site. Cllr Taylor to arrange a meeting and also to mention about the pavement at the same time.

ACTION Cllr Taylor.

- 12.1 There had been a complaint lodged regarding lighting at the chicken farm in Langham. It was noted that this was outside the Parish Boundary but had implications for parish residents. It was being pursued by Cllr Winch.
- 12.2 A planning application requesting retrospective planning approval for the canopy outside Rumbles Fish shop in Badwell Ash had been lodged. The Council referred it to the new Planning working group to assess and recommend action to Councillors.

ACTION Planning Working Group.

13. DATES OF FUTURE MEETINGS

Agreed as follows:-

4th March

1st April

6th May

3rd June

1st July

5th August (if needed)

2nd September

7th October

4th November

2nd December

RESOLUTION CONFIDENTIAL - NOT FOR CIRCULATION" and MUST NOT go on the web site.

14. A resolution to exclude the public and the press from the meeting during consideration of Item 15 on this agenda, on the grounds that it was likely to touch on information relating to individuals was agreed

The public meeting was formally closed.

Signed as an accurate minute of the meeting.



A handwritten signature consisting of a stylized, sweeping line, followed by the date 4/3/25 written in a cursive hand.

Chair of The Parish Council

Appendix 1

*BACS and Cheque Payments – February 2025

HSBC	Bank Charges	5.00	BACS
BAVH	50% Cost of Curtain Fireproofing	244.00	BACS
Hexagon	Advertisements 2 x Pages	66.00	BACS
Community Heartbeat	Annual Support Year 6 Defibrillator	162.00	BACS
Elmswell Amenities Association	Half Page Repeat Colour Advert Feb & March – Part Time Job Vacancies	194.00	BACS
Sarah Sharps	Broadsheet Edit Feb/March	180.00	BACS
Gipping Press	Broadsheet Print Feb 25	186.00	BACS

Blue = Neighbourhood Plan payments from £10,000 grant