

# Bacton Parish Council

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## MINUTES

of the meeting held at Bacton Village Hall, on  
**Monday 16<sup>th</sup> May 2022 at 7.00pm**

**Present:** Councillors: David Chambers (Chairman), Bernard Coxhead, Philip Jeffries, Vanessa Kingsley, Graham Macausland, Gail Wigglesworth, Paul Wigglesworth.

**In attendance:** Maximilian Clay - Clerk to the Council  
District Cllr Mellen (part) and County Cllr Stringer (part)  
3 Members of the public.

### **May22-1. Election of Chairman**

Cllr Chambers was elected Chairman for the coming year.

### **May22-2. Election of Vice-Chairman**

Cllr Jeffries was elected Vice-Chairman for the coming year.

### **May22-3. Signing of Declarations of Acceptance of Office**

The newly elected Chairman and Vice Chairman signed Declarations of Acceptance of Office which were duly witnessed by the Proper Officer of the Council.

### **May22-4. Apologies for Absence**

Apologies were received from Cllr Black and the Council resolved to approve the reason.

### **May22-5. Declarations of Interest and Dispensation considerations**

There were no declarations of interest.

### **May22-6. Minutes of the Previous Meeting**

The Council resolved that the minutes of the meeting held on the 25<sup>th</sup> April 2022 were a true record and that the Chairman be authorised to sign them as such.

### **May22-7. District & County Councillor Reports**

- a. District Cllr Mellen reported that an officer of the district council had been appointed to co-ordinate the oversight of the current larger scale developments, especially with regard to the approval of discharge-of-conditions application and the implementation of construction management plans. He also reported that he and County Councillor Stringer had pressed for the footway plans under the railway bridge to be brought back to committee as the proposal as it stands is still not safe and that he would be happy to call-in the application to be considered under item 9.a.i of this agenda.
- b. County Councillor Stringer reinforced what District Cllr Mellen had said about the application regarding the footway under the railway bridge and reported that Officers had acknowledged that the plans to date had been unsatisfactory from a safety point of view. County Cllr Stringer reported that the safety assessment of sight-lines under the bridge had not been taken from a normal driving position – the matter is under review.

### **May22-8. Public Forum**

The Chairman invited contributions from the public but no matters were raised.

### **May22-9. Planning**

#### **a. Responses to Application Consultations:**

##### **i. DC/22/01545 - Land North West of Rectory Road, Bacton**

*Full Planning - Erection of 5 No dwellings, associated landscaping and new access.*

In discussion it was noted that:

- ◆ while the proposal represents itself as an 'infill' development, this is not an infill proposal as this is a green-field site somewhat away from the heart of the village, outside the building envelope and with neighbours on one side but a whole field between it and the next house to the north east (i.e. towards the village itself).
- ◆ The Council recognised that two new houses have been built adjacent to the proposed site but noted that these were built within the curtilage of an existing house, not an open agricultural field that, importantly, contributes towards the particular rural character of the village.
- ◆ The development would militate towards ribbon development and detract significantly from the rural character of the village. The residents of the village, and the Council on their behalf, are keen to ensure that the rural character of the village, as it expands, is maintained.
- ◆ The applicant cites a need for housing in the area but this is manifestly not rooted in fact as:
  - there is active planning approval or current development of around 400 houses in the village, none of which have yet come to market;
  - there is further land identified for possible development in the medium term; and
  - the current and permissioned developments more than meet the planned housing need.
- ◆ In terms of the detail of the proposal the parking and turning provision is inadequate for the proposal and the houses are placed too closely together, representing an over-development of the site.

For all these reasons the Council resolved to object to the application and to ask D Cllr Mellen to call-in the application.

**ii. DC/22/02149 - Beech Tree Cottage, The Street, Bacton**

*Erection of a detached timber outbuilding (following removal of existing structure).*

In brief discussion it was agreed that the proposal represented an improvement and it was resolved that no objection would be raised.

**iii. DC/22/02270 - Old Manor Cottage Church Road Bacton**

*Listed Building Consent - Repairs to the pan tiled roof at the rear of the original thatched property as detailed within the Design Access and Heritage Statement and Schedule of Works.*

The Council resolved to raise no objection to the application.

**iv. DC/21/03292 - Land South Of Birch Avenue Bacton**

*Discharge of Conditions Application for Condition 21 (Construction Management Plan).*

After brief discussion it was resolved to raise no objection but it was noted that the implementation of and adherence to the plan will need monitoring.

**v. DC/22/02381 - Mildmay Lodge. Pound Hill, Bacton**

*Severance of garden and erection of 1 No detached self build bungalow and off road parking using access from existing drive (following demolition of outbuilding).*

In discussion the Council noted that the buildings were too close and that the proposal represented over-development and an excessive diminution of amenity to the neighbouring properties. It was also noted that the provision for parking and turning was inadequate and that a drain and a piped ditch run under the site.

The Council resolved to object to the proposal on these grounds.

**vi. DC/21/03292 - Land South Of Pretyman Avenue Bacton.**

*Application for a non-material amendment - To replace approved larch lap fencing with close board fencing.*

This application was noted.

**b. The Council noted the following updates on applications considered previously:**

**i. DC/22/00455 and DC/22/00456 - The Cottage, Broad Road, Bacton.**

*Householder Planning and Listed Building Consent Applications respectively: Erection of single storey extensions (following removal of glazed structure) and alterations as per Heritage/ Design and Access Statement. Withdrawn*

**ii. DC/22/00562 & 00566 - The Forge, Fords Green, Bacton IPI4 4QG:**

*Householder Planning and Listed Building Consent Applications respectively: Erection of a new single-storey extension (following demolition of existing), and erection of a new detached cartlodge (following replacement/demolition of existing static caravan and garage). Awaiting.*

**iii. DC/22/01189 - Land Adjacent Oak Tree House Cow Green, IPI4 4HJ:**

*Application for Approval of Reserved Matters following Outline Approval DC/21/03634. Town and Country Planning Order 2015. Submission of details for Access, Appearance, Layout, Landscaping and Scale for 1 dwelling. Awaiting.*

**iv. DC/22/01219 - The Oaks, Church Road, Bacton IPI4 4LW:**

*Erection of single storey and two storey side extensions. Granted.*

**May22-10. Finance & Governance**

- a. The Council reviewed the Financial Regulations and resolved to make no changes.
- b. The Council resolved to approve revised Standing Orders 18c and f, in line with the national recommendations.
- c. The Council reviewed the Risk and Risk Management assessments and resolved to approve them.
- d. It was resolved that the following would be remitted to an additional meeting of the Council on 30<sup>th</sup> May 2022:
  - ◆ The 2021/22 Accounts, including the end of year Bank Reconciliation and the Asset Register would be considered at an additional meeting
  - ◆ To receive a report on the Year end and Internal Audit Process
  - ◆ To receive and consider the Internal Auditor's Report;
  - ◆ To consider and approve the Governance Statement at Part 2 Section 1 of the Annual Return and authorise the Chairman to sign it on behalf of the Council;
  - ◆ To consider the information provided at Part 2 Section 2 of the Annual Return and to authorise the Chairman to countersign it on behalf of the Council;
- e. The draft dates for meetings for the 2022/23 session and the 2023 Annual Meeting were agreed by resolution and it was noted that wherever possible these were scheduled for the second Monday of the month.
- f. The schedule of receipts and payments was received and the Council resolved to approve schedule of payments.

**May22-11. Working Group Reports**

- a. **Community Events** - Cllr Jeffries reported that all preparations for the **Queen's Jubilee Events** were progressing well and he thanked the many people from the village involved in that work. He noted that more stewards are needed and that in this regard he would welcome the participation of the few Councillors not already involved in events. Decorations will be put up a week ahead of the Jubilee weekend and all the events had been widely advertised. The Chairman thanked Cllr Jeffries for the extensive work that he had been doing.

The Council authorised the Clerk to sign the confirmation of order and acceptance of conditions from Thunderburst.

It was noted that the **Jubilee Torch Relay** would be passing through Bacton on the 24<sup>th</sup> at 12.15pm and it was agreed that David Black would be nominated as Bacton's bearer.

- b. **Village Greens** – The Clerk reported that the fencing around Shop Green pond would be erected before the Jubilee weekend at a cost of c£1,350. Land registration of the greens is ongoing. Cllr Jeffries observed that Cow Green will need to be cut before the end of July and again before the end of September as the previous volunteer's equipment is not suitable. Cllr Coxhead was mandated to make enquiries of a firm in Mendlesham who specialise in using small-scale equipment and report back to the next meeting.

The Clerk reported that he had taken further advice on the question of whether the Council had the power to fund works on the footbridge at the church and that this was not possible as the asset and the land were owned by the church. In discussion the Council agreed that this was unfortunate and it was agreed that the possibility of renting the bridge and pathway should be explored. The Clerk would explore whether this approach could work and the Chair was mandated to approach the Church to establish whether they would be willing to explore the possibility.

- c. **Speeding** – There will be data at the next meeting. It was confirmed that Mr Wilson had previously received health and safety training with regard to the use and movement of the vehicle activated speed sign.
- d. **Cemetery** – The Council noted the updated table of fees (arising from a decision of Council made last year to raise fees in April 2022, in line with inflation), which had been circulated in advance of the meeting.

The hedge at the top of the cemetery (nearest the school on the side away from the allotments) needed to be cut and it was agreed that this should be carried out in the autumn, after the nesting season.

- e. **The Work of the Village Warden** – A report had been circulated in advance of the meeting as part of the Clerk's briefing. Problems had been experienced in relation to the re-seeding of patches of grass at St Mary's field as notices and measures to keep off the areas had been ignored. It was noted that there was a quantity of panels intended for use in grass areas of heavy footfall in the Village Hall store and it was resolved to explore the installation of these at the entrance to the field and possibly under the zip wire.

It had been reported that the fence on the southern side of the field had been vandalised but there was discussion as to whether the damage may have arisen from a fault in the fencing itself rather than vandalism / mis-use. It was agreed that the Clerk would carry out a further inspection and report back to the next meeting.

A discussion ensued as to provision for young people (11+) in the village and it was agreed that this was currently lacking and that consideration could be given to the use of some CIL money when it starts to flow in, to address the issue. It was agreed that this would be discussed at a meeting later in the year.

The Clerk had proposed that the Warden be furnished with a printer and laminator and the Council resolved to approve this.

#### **May22-12. Participation in Bacton Fayre**

It was resolved that the Council would take a stall and use it to publicise what it does and who is on it, possibly with a highlight on the Council's (Barker's) stewardship of land. Councillor Jeffries would explore Barker's willingness to participate in this way. It was also agreed that the presence of the Clerk would be beneficial and the Clerk agreed to be present if possible (he may be away on holiday at that time). The Chair asked that Councillors not involved with other organisations on the day participate in a rota to cover the stall. The Clerk agreed to create the materials for display, based on the input of Councillors as to the what should appear.

#### **May22-13. Councillors' Items for Future Agendas and Reports Relating to Meetings**

Cllr Chambers reported that he had attended a taster session at the Bowls Club at which the Club's plans for the future had been discussed. This included extending the lease of the grounds to include a further seven metres with the intention of improving their facilities and extending the use of the greens to croquet.

#### **May22-14. Co-Option of Councillors**

It was noted that there was still a vacancy for co-option and that an advertisement would be included in the June parish magazine.

**The meeting closed at 8.37pm**

Signed as a true record by authority of the Council

Chairman

Date