

Bacton Parish Council

MINUTES of the Annual Council Meeting

held at Bacton Village Hall, on

Monday 20th May 2024 at 7.00pm

Present: Councillors: Julie Bonner (JB), David Chambers (DC), Vanessa Kingsley (VK) (Chair), Graham MacAusland (GM), Paul Merry (PM), Gail Wigglesworth (GW), and Paul Wigglesworth (PW)

In Attendance: Suzy Lupin -Clerk, District Councillor Mellen, County Cllr Stringer and 12 members of public.

1. Election of Chair

Cllr V Kingsley was elected Chair for the coming year.

The newly elected Chair signed the Declarations of Acceptance of Office duly witnessed by the Proper Officer of the Council.

2. Apologies for absence

- a) Verified apologies of absence were received from Cllrs James Steed and John Kingsley.
- b) Council consented to accept the apologies submitted.

3. Declaration of Interest and Dispensation Considerations

The Clerk received an application of dispensation from Cllr J Bonner at item 7ai.

4. Minutes of previous meetings

- a. The Council resolved that the minutes of the meeting held on 8th April were a true record and that the Chair be authorised to sign them as such.
- b. The Council resolved to agree the action log resulting from the minutes of 8th April 2024.

5. District & County Councillor Reports

a. District Cllr Mellen (DCM) had submitted a written report which was received by the Council. You can find the full report on the Council website (<http://bacton-pc.gov.uk/>).

DCM highlighted that the results from a recent tenant satisfaction survey are not very promising with tenants rating the service from the Council as poor. A programme of service many council improvements is already underway, including a better system for booking appointments with the service team. We are also re-organising the work teams responsible for council house maintenance, including putting more work out to external contractors so that we can catch up with the backlog of repairs.

The application process is now open for this year's locality awards, so I welcome applications from any community group – minimum amount is £250. Do get in touch with me to discuss any application first. Information and application forms are available on the website. <https://www.midsuffolk.gov.uk/web/mid-suffolk/w/locality-awards>

(PW) asked how the issue of the footpath on the Turkey Hall Lane site was fairing, as it has not been built to the official guidelines of the plan. (DCM) advised he will contact the Planning Enforcement Office to rectify the situation. (GW) revisited the ongoing problems on the Turkey Hall building site causing constant distress to local residents with excessive noise and onsite traffic arriving outside of permitted hours. There have been no stop orders or support to regulate these issues. (DCM) reported that the enforcement office had not received any further complaints, and asked if future records could be kept of any breaches and forwarded to him. (VK) asked if this could be brought back to the next meeting to see if any further progress had been made.

b. County Cllr Stringer (CCS) had submitted a written report which was received by the Council. You can find the full report on the Council website (<http://bacton-pc.gov.uk/>). (CCS) reported that as well as the Council's new £4.4m investment in additional staff to improve SEND services (detailed in last month's report), two new appointments have been made to leadership. Sarah-Jane Smedmor will be the new permanent Director for Children's Services, with a start date of 8 July. An Independent Chair for the new SEND Improvement Board has also been appointed, Kathryn Boulton, who will start in June and lead the SEND improvement the council needs to deliver following the poor Ofsted/CQC inspection in November 2023. The Council submitted an action plan after the report was published which has been approved by Ofsted, CQC and the Department for Education.

(VK) asked for clarification if the new appointment in SEND leadership will help the many children being let down at an earlier stage in their development. (CCS) advised that it was not all an issue of having the care plans out in time but a fallout legacy from Covid, which is a nationally recognised problem resulting in high levels of exclusion.

(GM) asked if there was a date from Highways when the resurfacing of the road leading up to the primary school was to be actioned. (CCS) will come back to Council with a date.

6. Public Forum -

Representatives from Bidwells gave a short presentation on the current plans for the Middleschool site off Wyverstone road.

It was noted by (DC) that under Section 106 agreement for the Middle School site it includes the 2017 plan which shows: 'Land Reserved for Primary School'. It is now clear from the new plan presented to Council, that approximately 725sqm of land of the 17,358sqm originally earmarked for the new school and recreational facilities has been taken away to re-position five houses. Thus excluding the ability to have sufficient space for a new school and the new proposal for a 2G MUGA (Multi Use Games Area) facility to be built in the future.

(VK) pointed out that clear timescales had not been met to guarantee when the new school and 2G MUGA pitch will be built and the lack of forward planning on how the 2G MUGA recreational area will be managed in the future.

A member of the public stood to add his concerns over flooding if this development was to be built. They also approached the problems of traffic on Wyverstone Road, and asked if this area was included in the Traffic Calming plan currently underway with Highways. (VK) assured that she would revisit the site to assess if further amendments needed to be made to the project.

Two members of the public stood to report that a telegraph pole had been erected on Cow Green. The pole is a solar powered design which will connect locally with other similar poles. No notice was given to residents or the Parish Council, (CCS) advised that it was not a necessity as BT held a 'Designated User Status'. It was pointed out by the Clerk if the pole was positioned more than a meter in from the road, it would then come under the Council's jurisdiction. (CCS) will look into the matter.

7. Planning :

a. To consider responses to planning application consultations as listed below and any others that come to hand prior to the meeting.

(Cllr J. Bonner left the room)

i. DC/24/01867 - Prettys House Church Road Bacton

Construction of 14 No solar panels to roof of cartlodge.

The Council resolved to support this application.

(Cllr J Bonner returned to the meeting)

ii. DC/24/01737 -15 Buckingham Way Bacton

Application to Determine if Prior Approval is Required for a Construction of single storey rear conservatory

The Council resolved to support this application.

iii. DC/24/01672 - Cuttings Barn Earls Green Road Bacton

Householder Application - Conversion of, including alterations and extension to existing cartlodge to provide annexed accommodation for family members and erection of new cartlodge.

The Council resolved to support this application.

iv. DC/23/05077 - Former Bacton Community Middle School

Submission of Details, Reserved Matters application for Outline Planning Permission DC/17/03799 - Appearance, Landscaping, Layout and Scale to be considered for erection of 50no dwellings, a 3G football pitch, car parking and associated infrastructure including drainage and highway works.

The Council resolved to object to this application for the following reasons:

Under the Section 106 agreement for the Middle School site it includes the 2017 plan which shows: 'Land Reserved for Primary School'. It is now clear from the new plan presented to Council, that approximately 725sqm of land of the 17,358sqm originally earmarked for the new school and recreational facilities has been taken away to re-position five houses. Thus excluding the ability to have sufficient space for a new school and the proposed 2G MUGA (Multi Use Games Area) facility to be built in the future.

Clear timescales have not been met to guarantee when the new school and 2G MUGA pitch will be built.

Lack of planning for how the 2G MUGA recreational area will be managed in the future. How will it be managed, will it be transferred to the local authority, who will support it financially to provide for the local community?

Flooding is an ever present concern in Bacton and the surrounding villages. A further 50 homes will only add to the problem.

(CCS) pointed out that the applicants had informed the Council that they changed the plan during the Statutory Review process, he advised that there is no such process.

v. DC/19/02542 Land South West Of Wyverstone Road

Application under S73a for the Removal or Variation of a Condition following grant of DC/19/02542 -Erection of 64No dwellings. To Vary Condition Number 6 (WALL AROUND PARKING AREA) to omit the wall and erect wooden fencing.

The Council resolved to support this application.

b. To receive any updates on planning applications considered previously: None received.

8. Working Group Reports:

a. Events: (GW) reported that the D Day arrangements are being finalised. There will be one small service held, and the Beacon will be lit at 9.15pm. The Royal British Legion's wreath will remain at the Beacon for a few days and (PM) will return the wreath to the war memorial. The Council approved to purchase their own wreath (to be placed at the Beacon. On the 30th May a run through of the event will be held at the Beacon from 6.30pm.

(PW) will be picking up the Beacon in the next few days and it will be erected shortly.

(DC) pointed out that the wording on the plaque for the Beacon will need to be ordered as soon as possible and will confirm costs.

(PW) noted that the sign advertising the event had been taken down, the Clerk will contact the Church Warden to reposition the sign next to the Bacton Village sign.

(DC) asked if the Council would support the Village Fete by purchasing a portalo, it was resolved to approve a budget up to £250 towards the cost.

b. Village Greens:

Shop Green : The new 'No Parking Signs' have now been received and been installed at Shop Green. The signs for Cow Green will be installed shortly.

Cow Green : After discussion it was resolved that it was the responsibility of the residents to repair the pot holes.

c. Recreation and Play Area: (GM) reported that the fence to the dog park has now been installed.

d. Work of Parish Warden : The hard work of the Parish Warden has been noted by residents and the Council.

e. Cemetery: It was resolved to wait for the final quote before starting phase 2 of the Garden of Reflection.

f. Neighbourhood Plan: (DC) reported that 41% of responses have been received, and a meeting with Ian Poole (Consultant overseeing the plan) to collate the answers has been arranged. A stall at the fete and Bacton Fayre has been organised to engage further with the residents to update them on the progress of the plan.

g. Road Safety: (VK) reported that she will visit Wyverstone Road to assess if there is to be any further amendments to the Road Calming project.

h. Flood Task Group: The survey has been completed and a further meeting has been arranged to develop improvements to the flooding problems in the village.

(CCS) informed the Council of his meeting with Bellways in relation to the Ivy Hill site. It has been discovered that there is an error on the drainage map. The land where it meets Pretyman Avenue is higher than it should have been, it should lie 300mm lower, it is now 600mm higher, resulting in the nearby bungalows experiencing flooding. (CCS) is liaising with Bellways to mitigate this issue and to discuss the parcel of land that is to be gifted to BPC and will report back.

9. Finance & Governance

Receipts and Payments - The schedule of receipts and payments was received and it was resolved to approve the payments.

a. Financial Regulations - It was resolved to approve the Financial Regulations.

b. Standing Orders - It was resolved to approve the Standing Orders (No change).

c. Code of Conduct - It was resolved to approve the updated version.

d. Annual Accounts - It was resolved to approve the 2023/24 Accounts, including the end of year Bank Reconciliation and the Asset Register.

e. Annual Governance and Accountability Return (AGAR)

i. The report on the Year-end Review Process was received and approved.

ii. It was resolved to authorise the Chair to sign the Governance Statement at Form 3 Section 1 of the Annual Return.

iii. It was resolved to authorise the Chair to sign Form 3 Section 2 of the Annual Return.

f. It was resolved to approve the purchase of a Petrol Strimmer for the Parish Warden up to a cost of £200.

(Cllr D Chambers left the room)

g. It was resolved to approve the purchase of the projector from Cllr Chambers at a cost of £190.

(Cllr D Chambers returned to the meeting)

Governance: (Policies & Procedures in Risk Assessments)

- i. It was resolved to approve the Financial Risk Management assessment.
- ii. It was resolved to approve the formation of a Finance committee with Cllrs G Wigglesworth and J Kingsley as members.
- iii. It was resolved to approve the formation of a Staffing committee with Cllrs V Kingsley, G Wigglesworth and P Merry as members.
- iv. Cllr G MacAusland was appointed as the internal auditor.

10. Councillors' Reports and Items for Future Agendas:

David Chambers has now resigned from the Council, he brought great enthusiasm, knowledge and heartfelt energy into the role of Chair over the last three years, he will be missed.

The meeting closed at 20.50 pm

Signed as a true record by authority of the Council

Chairman

Date