



# Rushmere St. Andrew Parish Council

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*"Seek The Common Good"*



## Minutes of the Parish Amenities & Services Committee Meeting held on 21 July at THE TOWER HALL at 7.30pm

CHAIRMAN:	Mr J Wright
COMMITTEE MEMBERS PRESENT:	Mr D Francis, Mr J Wright, Mrs C Gower, Mrs M Brown, Mr P Richings, Mr J Westrup, Mr B Ward, Mr M Newton
APOLOGIES:	Mr R Whiting (SCC Meeting)
ABSENT:	Ms C Evans (Apologies received after the meeting)
CLERK:	Mr M Bentley
ASSISTANT CLERK:	Mrs J Potter (Minutes taken by Mrs Potter)
ALSO PRESENT:	0 Members of Public

**NAR** Old AP no action recently, **INP** In progress not resolved, **NEW** → New AP this meeting, **CLD** Cleared by this meeting

### 1. APOLOGIES AND APPROVAL FOR REASONS OF ABSENCE, PROTOCOL AND CONDUCT REMINDERS

The Chairman reminded members of the statement on the Code of Conduct, protocol for debate and statutory rights to film, record, photograph or otherwise report on the proceedings of the meeting.

Mr Wright proposed apologies for absence by Mr Whiting be accepted. Seconded by Mr Ward and all agreed.

### 2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 19 May 2016

The minutes had been previously distributed. Mr Ward proposed the minutes be signed as a correct record, seconded by Mr Westrup and agreed by majority (one abstention).

### 3. DECLARATIONS OF INTEREST

Mr Newton stated that as a member of Suffolk Coastal District Council he may be asked to reconsider any matter from this meeting at District Council, and in so doing, shall take into account all relevant evidence and representations made at District level before coming to a decision.

### 4. PUBLIC PARTICIPATION

#### a. To identify public participation with respect to items on this agenda

None

#### b. Public Forum – Members of Public/Parish Councillors may speak on any matter

Mrs Gower highlighted the nuisance of mopeds racing on the path from Euston Avenue to the Mill Stream, most of which happened in the evenings. Has been reported to PCSO Mike Sarbutts but once again highlights the problem of PCSO's not being allowed to work evening shifts.

### 5. ALLOTMENTS

#### a) **INP** To note the decision of the PC Meetings of 12 May and 14 July regarding Baptist Church Car Parking

19/05/16 Unfortunately rent had not been discussed at PC Meeting on 12 May.

This committee therefore recommends to the GP&F Committee that the Baptist Church pay a rent of £500 per annum to be invoiced in October each year. A lease should be prepared for an initial period of five years. Arrangement to be reviewed periodically by both Church and PC. Church to arrange badge system for parking.

21/07/16 Discussion at GP&F Meeting of 9 June not conclusive. Mr Richings, Mr Wright, Mr Westrup, Clerk and Asst Clerk deputised to decide a revised costing and terms to put to Baptist Church. PC Meeting of 14 July approved revised lease of 3 year minimum term at £1,000 per year to recover outlay costs for car park more quickly. After 3 years rent would revert to £500 per annum which would cover any required repairs and maintenance. Lease to commence on 1 September 2016 with first payment due in October 2016. This had been put to the Baptist Church together with a draft lease at a meeting with their representatives on 7 July and agreed at their Church Meeting on 19 July. Revised lease to be sent to Rushmere Baptist Church

**NEW** → Action Clerk/Asst Clerk

#### b) **INP** Progress Report – Entrance Repair, Car Park and Fencing

Work due to commence week beginning 1 August on moving muck bins, repairs to entrance and converting allotment plot to car park. Gate to stables and repair to fence at top of site will be carried out late next week. Work on the larger fence contract would commence week beginning 22 August.

c) **INP To consider further action with regard to Plot numbers X1A, 8D and 10A**

Asst Clerk had written to all three plot holders.

X1A – tenant very ill at present, would let us know shortly if unable to continue. Mr Westrup reported that work had commenced on plot

8D – tenant was at present considering whether to give up this plot. Contact tenant again. **NEW** → Action Asst Clerk/Allotment Manager

10A – Tenant given one month to respond. No response received or action by tenant. Mr Newton proposed that we write to tenant with notice to quit and a firm date to clear their property from the site. Seconded by Mr Francis and all agreed. **NEW** → Action Clerk/Asst Clerk

## 6. ENVIRONMENT

a) **INP Report on progress of strip of land acquisition off The Street/Ipswich School Sports Centre**

17/03/16 Asst Clerk has contacted Greene King but so far no further response.

21/07/16 Change of personnel at Greene King had led to delay. Now willing to set legal steps in motion prior to board approval to transfer. Asst Clerk has requested firm confirmation that transfer will go ahead if board approval is a formality, before agreeing to legal action.

**CLD Area of natural planting at Sport Centre** – Complaint received from resident of Eaton Place re state of area. However Sports Centre mowing machine has been out of action for 8 weeks. Now rectified and border areas dealt with. Some of the wildlife plants have become invasive and killing off other natural planting. This will be dealt with by spraying later. Resident now happy.

b) **CLD Report on HM The Queen's 90<sup>th</sup> Birthday Event 18 June 2016**

Weather disappointing but in spite of that attendance very good with two guided walks taking place.

Thanks to be conveyed to stallholders and James Baker and team. This had already been done by Asst Clerk.

c) **INP Defibrillators – Tower Hall, Baptist Church, Co-op on Broke Hall**

Funding confirmed for Tower Hall and Baptist Church, awaiting receipt of funds. No defibrillator funds left in Co-op grant funding from Co-op to place one on their building on Broke Hall. It was suggested that we write to Ipswich Borough Councillors for Bixley Ward to ask if they would consider supporting this project with ward funds. **NEW** → Action Asst Clerk

d) **INP Anti-social behaviour Bixley Farm Plaza Area**

21/05/15 Agents for St Andrews Walk Area had increased the litter collection to two times a week in an effort to keep things tidy. However Nursery is responsible for its own litter clearance. Barrier gate put on One-Stop Car Park which is locked by last business owner to leave the site. Efforts to convince the Nursery head office to erect a similar barrier on the nursery car park have not yet met with success despite letters being written from Police, Parish Council and Parish Halls. A barrier would stop the remaining car park being used as a social area for cars parked there and the subsequent litter problem. Discovered that new nursery manager had been appointed March/April 2016.

19/05/16 Asst Clerk still to contact and arrange a visit together with PCSO Mike Sarbutts.

21/07/16 New Nursery Manager following up barrier query with head office.

Further reports of anti-social behaviour in this area including human excrement in play area. All reported to PCSO Mike Sarbutts and Inspector Roger Salmon.

e) **INP Community Festival Event – Type, Working Group and Funding**

A Festival Event covering the summer months at several possible places in the parish was discussed.

Could include some events already happening and involve local organisations and school. Mr Wright and Mrs Gower would try to promote but although support in principle was given by this committee it was agreed it could not be run by the Parish Council because of other work commitments. Article in autumn newsletter was agreed to enlist support and helpers. **NEW** → Action Asst Clerk/Mr Wright. As a precursor to this, arranging a Macmillan Coffee Morning on 30 September with the help and support of Ipswich School Sports Centre was suggested. Mrs Gower would contact the school representative to assess the possibility. **NEW** → Action Mrs Gower

## 7. PLAY SPACES

- a) **CLD Progress Report on new piece of equipment for Tower Hall Play Area**  
Had been installed the previous week. One panel still to come. Many young children had been observed playing on it.
- b) **CLD Progress Report on repairs and maintenance**  
Chestnut Close Space Net repaired. All Play area signs have been sorted.
- c) **INP Broke Hall Entrance Barrier – disability access**  
Unfortunately it had been discovered that whilst disability access was available for wheelchairs and buggies, it was not suitable for Motability scooters. This poses a problem as to take away the barriers altogether would allow unauthorised motorbikes to ride into the field. Mr Ward proposed that while a more permanent solution was sort a notice with two telephone contact details was put on the barrier gate. Seconded by Mr Wright and all agreed. **NEW** → Action Clerk/Asst Clerk
- d) **CLD Yewtree Grove – Football and Frisbees complaint from resident**  
It is difficult to know what to do. Resident advised to ring police on 101.  
Also football played on Tower Hall Play Area and Tower Hall Car Park, but with lack of police response available in the evenings nothing much could be done.

## 8. ROADS, VERGES AND FOOTPATHS

- a) **INP Layby at Chestnut Pond**  
17/03/16 Dragon's teeth need to be moved further back so the width of the layby could be extended. Ask for a dotted white line on the side of the roadway to denote car parking in the layby. Clerk to contact SCC Highways Manager for a quotation of cost and bring back to next meeting. 19/05/16 No quote had been received and after discussion it was felt that this item should not be funded by the Parish Council at this time. An alternative was just to move the dragon's teeth back about a metre to better accommodate parking.  
21/07/16 Get quote from SCC Highways and budget for next year. Check if SCC Highways will bear cost of plans. **NEW** → Action Clerk  
Taking out dragons teeth on this area would solve problems initially but may lead to cars driving onto pond area. Could be done by contractor when on site to do car park on allotments. To be assessed by Allotment Manager Mr Westrup and Mr Wright. **NEW** → Action Mr Westrup and Mr Wright
- b) **INP Holly Lane Verge – Consolidating Muddy Verges – 19/11/15** Derek Oldham of SCC Highways had visited the site and agreed that the situation needed to be resolved, but there is no highways budget for work.  
19/05/16 Quote received from Highways £3,000. Mr Wright proposed that as the need appeared great for the residents of Holly Lane a proposal that this work be carried out with funds from reserves should be put to the next PC Meeting in July. Seconded by Ms Evans and all agreed.  
21/07/16 SCC Highways had previously stated they would pay for design & planning but there was concern expressed at the PC meeting of 14<sup>th</sup> July, that the £3,000 would all have to come from PC Reserves. At that meeting the Clerk had asked Mr Whiting again if any funding would be available via the County Cllr Locality Budget. Mr Whiting had since offered £1,000 from his Locality Budget. Mr Richings proposed that as there was £2,000 allocated in the PA&S budget for Community Speedwatch and that allocation was not now required (thanks to other grants from County Cllr Whiting), it should be reallocated to this project. Seconded by Mr Westrup and all agreed. **NEW** → Action Clerk
- c) **CLD Report regarding progress of identification of ownership of tree on Cemetery Footpath**  
19/05/16 Asst Clerk investigating with St Andrews Church to see if the footpath and therefore the tree is part of the church land. In which case SCDC will be responsible as they maintain that area which encompasses the closed churchyard.  
21/07/16 Investigations not conclusive but both SCC and SCDC believe it to be the responsibility of the homeowner. As this property was built on land previously owned by a property fronting The Street the homeowner was advised to contact them to see if anything was revealed in their deeds.
- d) **INP Report re Progress of Community Speedwatch**  
19/11/15 to 17/03/16 Joint Scheme with Playford PC. ECB funding of total of £1400 received by both parish councils to pay for the equipment, which would not be purchased until enough volunteers were available to run the scheme.  
19/05/16 Appeal for volunteers has just been published in the Parish Newsletter.

21/07/16 Six volunteers are available and will be trained in September. Purchase equipment in October with Enabling Community Grant Funds via Mr Whiting for both Rushmere St Andrew and Playford.

e) **INP Well Head – The Street**

Clerk had written to Derek Oldham and Mr Whiting regarding the long delay to repair. Meanwhile an incident concerning a broken BT joint-box cover had meant that the barriers had been removed from the well head and placed around the broken cover.

f) **INP Information Boards at the Ponds – Footpath Working Group**

19/03/15 Money had been set aside from Alan Eaton's legacy to fund this. Two Information Boards, one each to be located at Limes Pond and Chestnut Pond giving details of flora and fauna and footpaths out to Fynn Valley. Cost earmarked is £2,000 for the whole project. To be arranged with James Baker of Greenways.

James Baker of Greenways would prepare the boards and install but wording etc was required. The Ipswich School Sports Centre had offered parking facilities for those wishing to enjoy the walks if coming from further afield. **NEW** → Action Mr Ward, Mr Wright, Mrs Brown and Clerk would form a working group to facilitate.

g) **CLD Bent Lane Footpath snagging issues**

19/11/15 Mr Ward reported the grass verges along Bent Lane which had been destroyed by the works were full of weeds. They need clearing and re-sowing. 17/03/16 Action Mr Ward had provided plan and Clerk still to write to SCC with copy to our county councillors but if grass has grown meanwhile report back to next meeting.

19/05/16 Clerk had not had time to write. Chairman suggested contacting SCC Councillor Mr Whiting as he was dealing with all snagging issues in respect of this project.

21/07/16 All issues now resolved.

## 9. CORRESPONDENCE & ANY OTHER MATTERS

### a) To Note Matters arising since publication of this agenda

- Query re Assistant Clerk's post not being advertised in The Local Councillor. Clerk reported that the closing date for applications was before publication of magazine.
- Complaints re Stock Car signs left on grass verges. Another main meeting to be held shortly wait to see if cleared up after that.
- Mulberry Corner planning application refused and enforcement action approved by SCDC.
- Headway had written to Clerk re support for a mobile charity shop in Rushmere St Andrew. Although support in principle is agreed, the most probable locations would be at one or both of the parish halls and it was suggested that this be passed to the Secretary of Parish Halls – Rushmere St Andrew to respond

### b) Date and place of next meeting: Thursday 15 September 7.30pm Tower Hall

### c) Other Dates to Note

GP&F Meeting 11 August  
Allotment Meeting 16 August

## 12. DETERMINATION OF ITEMS FOR FUTURE AGENDA

None

## 13. CLOSE OF MEETING

The Chairman closed the meeting at 9.45pm