



# Rushmere St. Andrew Parish Council

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*"Seek The Common Good"*



Minutes of the Parish Amenities & Services Committee meeting held on 15<sup>th</sup> March 2018 at TOWER HALL at 7.30pm

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CHAIRMAN:	Mr P Richings
COMMITTEE MEMBERS PRESENT:	Mrs M Brown, Ms C Evans, Mr D Francis, Mr M Newton, Mr R Nunn, Mr P Richings, Mrs S Todd, Mr B Ward, Mr J Westrup, Mr R Whiting
OTHER COUNCILLORS PRESENT:	None
APOLOGIES:	Mr J Wright (unwell)
CLERK:	Mrs S Stannard.
ASSISTANT CLERK:	Mrs S Jenkins. Minutes taken by Mrs S Jenkins
ALSO PRESENT:	1 Member 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 & APPROVAL OF ABSENCE, PROTOCOL AND CONDUCT REMINDERS

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

Apologies were noted as detailed above. Mrs M Brown proposed acceptance of reasons for councillor absence, seconded by Mr B Ward with ALL in favour.

## 2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 18<sup>th</sup> January 2018

Mr R Nunn proposed acceptance of the minutes, seconded by Mrs M Brown, with ALL in favour. The minutes were duly signed as a correct record.

## 3. DECLARATIONS OF INTEREST

Mr Newton declared a local non-pecuniary interest as a member of Suffolk Coastal District Council and also stated that he may be asked to reconsider any matter from this meeting at District Council and at any relevant Committee/Sub Committee and in so doing, shall take into account all relevant evidence and representations made at the District level before coming to a decision.

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

There were no other declarations made.

## 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

Mr Nunn reported that more pushchairs were using the Mill Stream path now that it had been cleared.

**NEW** → Mr R Nunn reported that a pack of dogs were being let loose with no owner on to the Mill Stream area and were going into residents' gardens. The Clerk to report this to Mike Sarbutts.

**NEW** → Mr D Francis reported that there were lots of leaves in the Kelvedon Drive Recreation Ground. The Assistant Clerk to ask SCL to remove the leaves.

Mr M Newton reported that County Councillor S Lawson was unable to attend the meeting due to a family commitment.

*[Mrs C Evans joined the meeting]*

## 5. ALLOTMENTS

### a. Update and Any Queries from Councillors

As reported at the last PA&S meeting there will be one vacancy at the Allotments after March 2018. The vacancy will be advertised in the next issue of InTouch magazine and the Parish Newsletter.

*[A member of the public joined the meeting]*

## 6. ENVIRONMENT AND LEISURE

### a. District Centre Car Park – To Note Parking Restrictions

15/03/18 Councillors were given a copy of the parking restrictions and this was noted by ALL.

### b. **INP** Public Space Protection Orders – Update

18/05/17 The Clerk had submitted a list of PSPO locations for consideration by SCDC who had in return asked the PC to try and identify locations of all the existing Alcohol Designated Area marker signs. The signs would have to be removed as that order was being rescinded before the PSPO could be set up.

There were 24 signs in total of which Mr Richings had identified locations for 11 so far. Cllrs were urged to let the Clerk know of any they were aware of before 24th May. Clerk reported no information had been received about exact date when the PSPO's will be lifted.

20/07/17 It was scheduled to roll out the PSPO's in October. SCDC is struggling to manage this within the timescales and the biggest problem they have is to identify the locations where the old Alcohol Designated Area signs were posted. Nearly half of the locations in Rushmere St Andrew have been identified. The PSPO signs will be placed on top of the old signs. SCDC has to re-assess where there is a drinking habit. The PSPOs will only be valid for three years. SCDC is paying for the new signs but it is likely that Town and Parish Councils will have to pay for signs when they expire.

21/09/17 SCDC is consulting the public to have their say on proposed changes to dog controls in Suffolk Coastal District. Comments must be submitted online or in writing by Friday 22 September 2017. No further update regarding the timescales for the implementation of PSPO have been received.

Asst Clerk to establish if the consultation applies to play areas and play spaces as well.

16/11/17 No further update regarding the PSPOs.

18/01/18 The Clerk spoke to the contact person at SCDC dealing with PSPOs. She informed the Clerk that SCDC is meeting with their legal team next week regarding this and then the Parish Council will be provided with an update.

15/03/2018 Clerk received an email from the East Suffolk Communities Manager indicating that he and the Cabinet Member with the responsibility for Community Health wish to attend and speak at a forthcoming Parish Council meeting to explain the process and considerations if we are to uphold the PSPO's in Rushmere St

Andrew. Clerk in contact with East Suffolk Communities Manager regarding this. There will be an update at the next meeting.

**c. Mill Stream/ Sandlings LNR**

**i) CLD To Note Completion of Improvement Work**

18/05/17 A Mill Stream & Sandlings walkabout took place on Wed 17th May at 10am. The Clerk, Mr Nunn, Mr Richings and Mr Wright accompanied Mr James Baker (Greenways) and Mr Peter Ross (Norse Countryside Ranger) on a maintenance inspection of the area and a number of potential works were identified over and above the agreed 3 year Works Programme.

Identified works included repairs to the track at several points, repairs to fencing and new barrier fencing at some entrance points, some new planks on the boardwalk, and excavation of the reed pond to restore open water. Mr Baker would be compiling an estimate of addition costs in order that the Parish Council could apply for some grant funding for the additional work over and above the scheduled maintenance. Clerk/Asst Clerk to apply for funding once estimate received. Another walkabout is planned for October 2017.

20/07/17 Received costings from Mr James Baker. Total cost of the identified works is £7,810.00. Mr Baker had initial discussions with SCC Rights of Way officers (Martin Williams and Debbie) and it is likely that the SCC would agree to a partnership approach to the re-surfacing work; this could potentially equate to £450 - £500. It was agreed there is nothing urgent to repair from a safety point of view. Report to detail these works and costs at PA&S meeting in Sept. Asst Clerk will search for funding sources and approach SCC & SCDC Cllrs; SCDC and Kesgrave Town Council for funding. Asst Clerk to make a separate funding application for the pond (£5000) to the Lottery Fund and other available funds.

21/09/17 Mr Wright reported that a number of councillors attended the Mill Stream/ Sandlings LNR walkabout at 10am, 21st September with Mr James Baker and Mr Peter Ross. It was very useful and a few minor issues relating to trees were noted. The planned improvement works at the Local Nature Reserves were discussed.

Breakdown of the costs for the identified works at the Mill Stream/ Sandlings LNR circulated to Councillors. Total funds required is £7,810.00. Received an offer of funding from County Councillor Stuart Lawson for £2,360 from his Locality Budget. This together with the £450 from SCC (Rights of Way) is sufficient funding for all the identified work apart from the excavation of part of the reed pond. A separate application for this will have to be submitted to other sources of funding. Suggestions from Cllrs for funding applications were SCC, Anglian Water and Tesco Carrier Bag.

16/11/17 A cheque for £2,360 had been received from County Councillor Stuart Lawson's Locality Budget for identified improvement work to the Sandlings/Mill Stream LNR (Note: with the exception of the excavation of the reed ponds and still need to submit funding applications for this work). Greenways had been informed that PC received grant and were requested to schedule the work as soon as possible. Indications are that the work will be finished by the end of the year. Would like to record our thanks to Cllr Stuart Lawson.

18/01/18 The improvement works as identified in May 2017 has started at the Sandlings/Mill Stream LNR. Mr James Baker (Greenways) anticipates that the work will be completed by the end of January/ beginning of February 2018. We still need funding for the excavation of the reed ponds and need to submit funding proposals for this. This may be phased. Mr Nunn suggested that it may not be cheaper to phase the work as a result of the machinery needed to excavate the ponds. Mr Nunn suggested contacting Mr Gerry Mann, a local contractor for a quote.

15/03/18 All work now completed.

**ii) CLD To Approve the 2018/19 – 2020/21 Maintenance Programme**

The current approved three-year maintenance budget ends this financial year 31 March 2018. The Clerk received a draft maintenance budget for the next three financial years from Mr James Baker, Greenways Project Manager. Suffolk County Council has withdrawn their financial support for the maintenance programme from April 2018. The total included in the proposed maintenance programme for the Mill Stream/Sandlings LNR for the 2018/19 financial year is £3505. The approved budget for 2018-19 allows for £3,800 for maintenance for the Sandlings/Mill Stream LNR.

Mr B Ward proposed that the three-year maintenance programme for the Mill Stream/ Sandlings LNR from 2018/19 – 2020/21 be approved; totalling a budget of £3,505 for 2018/19; £3,625 for 2019/20 and £4295 for 2020/21. Mr R Nunn seconded this. Agreed by ALL.

**d. INP Offer of Seat and Rubbish Bin for Sandlings LNR**

Mr Bentley had received a request for a bench and rubbish bin to be donated and placed on the Sandlings near the five-a-side pitch with a plaque affixed in memory of a family dog. It was agreed at the P&D meeting of 26 Sept 2017 that the PA&S would need to make a decision regarding this as there had been problems in the past with ASB on the Sandlings. Mrs Stannard distributed a map to cllrs with the current distribution of benches and bins on the Sandlings near the five-a-side pitch. The need and location of a bench was discussed. Mr Nunn proposed that a suitable location would be near the existing seat. Mr Richings said we should cost a package for a reconstituted plastic seat and include installation costs, and proceed from that point. It was agreed that a bin is not necessary given that there is a bin in close proximity to the proposed location of the seat. Mr Richings proposed that the family be contacted indicating where the PC would like the bench to be located, opposite existing seat on Sandlings LNR near the five-a-side pitch, and what the costs are likely to be to determine if they would still like to proceed with the proposal. If they would like to proceed to then facilitate permission from SCDC. This was seconded by Mr Westrup with all in favour.

18/01/2018 Clerk wrote to Ranns family thanking them for their kind request and indicated that Councillors approve of a new bench on the Sandlings LNR opposite the existing seat but further away from the five-a-side goals than requested by the Ranns family. The cost of a recycled plastic seat would be approximately £300 and the installation costs approximately £150. The land belongs to SCDC and their approval will have to be obtained before this offer is progressed. Payment will also have to be received before the offer is progressed. Clerk received reply from the Ranns family asking whether the bench can be located in closer proximity to the five-a-side goals. The family felt that the position would not change any risk of bad behaviour. Mr Ranns attended the meeting and explained the reasons for wanting to locate the bench in closer proximity to the five-a-side goals. He also explained where the family would like the bench to be located. Mr Ranns again offered to pay for a rubbish bin in addition to the seat. Councillors debated the request. Mr Nunn proposed to ask permission from SCDC to locate a bench and rubbish bin at the five-a-side goal as requested by Mr Ranns, this was seconded by Mr Westrup and ALL in favour. The Assistant Clerk to write to SCDC regarding request.

**INP** 15/03/18 The Assistant Clerk wrote to Peter Ross at Suffolk Coastal Norse and obtained permission for the bench only as Mr Ranns decided to not go ahead with the rubbish bin. Permission was obtained on 7 February 2018. Mr Ranns was sent an invoice £453.99 on 8<sup>th</sup> February 2018. Once payment has been received the bench will be ordered and installed in the agreed location. This was noted by ALL.

## 7. PLAY SPACES

### a. **INP** Update on Repair to Overhead Spinner at Tower Hall

18/01/18 The Clerk reported that the bearing of the overhead spinner at Tower Hall play area needs to be greased and the spinner needs to be rub down. We received a quote from PlayQuip to do all the work and the cost would be £375.95. We also have a quote from PlayQuip to only grease the bearing and Mr Rob Potter to rub down and paint the spinner and this option will be £205. Mr Nunn enquired whether IBC would be able to provide a quote for greasing the bearing. The Clerk indicated that we have never obtained a quote from IBC for fixing of play equipment but it could be investigated. However, this would mean delaying fixing the equipment for another couple of months until the March PA&S meeting. Mr Newton proposed acceptance of the quote by PlayQuip to grease the bearing and Mr Rob Potter to rub down and paint the spinner for a total of £205. Seconded by Mr Westrup, agreed by ALL in favour.

15/03/18 The bearing of the overhead spinner was greased by PlayQuip in February 2018. The Assistant Clerk asked Mr Rob Potter to go ahead with the rubbing down and painting of the overhead spinner. He is currently waiting for the weather to be dry and warm as each coat of rust preventative and paint needs to be put on with no trace of moisture and have time to dry between coats.

### b. **NEW** → Sammy Snail

The Inspection report from PlayQuip has indicated that the spring is very loose at the base and below the seat enabling the top to be removed. They have advised that it is replaced as soon as possible. (High Risk)

The Assistant Clerk has obtained 3 quotes to replace the Sammy Snail Springer at Chestnut Close Play Area.

- Our current provider PlayQuip Leisure has quoted £783 for a sit on Springer replacement or £885 for a sit in like for like Sammy Snail sit in Springer. (The quote includes installation cost).

- Kompan using Ipswich Borough Council to install the sit on Springer have quoted £884.32.
- Playtime by Fawns using Ipswich Borough Council to install the sit on Springer have quoted £991.32.

Mr R Nunn proposed to replace Sammy Snail with a like for like sit in Sammy Snail Springer using PlayQuip at a cost of £885 and this was seconded by Mrs M Brown, with ALL in favour.

**c. NEW → Safety Report on Berries at Yew Tree Play Area**

The Assistant Clerk asked for further clarification from PlayQuip regarding the recommendation from their inspection report to remove a hedge that is laden with berries. The report they have sent says:

A general rule within unsupervised play areas is to avoid shrubs and trees that bear fruit, young children are attracted to colourful berries and fruit and can end up putting them in their mouths.

Fortunately, in most cases no harm comes from this, however a child may have a severe reaction to berries and fruit should he or she be allergic to it regardless of its toxicity.

Another consideration is that if fruit bearing bushes are in play area they may be presumed safe, unfortunately this isn't the case in all play areas and for that reason we recommend avoiding this type of planting or controlling the production of the fruit by pruning or removing the fruit as soon as it appears.

It is up to the play provider whether they take action.

The Assistant Clerk and Clerk have spoken to Simon from SCL Landscape Management who says you could prune them back every 2 or 3 years to inhibit the growth. It was decided to ask SCL to cut down the berries and the bush. This was proposed by R Nunn, seconded by J Westrup and agreed by ALL.

*[Mr R Whiting joined the meeting at this point]*

**d. CLD Chestnut Play Area Report on Fence Repair**

The broken fence at the Chestnut Play Area that borders with Ipswich School Sports Centre has been repaired by ISSC. No cost to PC. This was noted by ALL

**e. Rota for Locking Gate at Broke Hall Playing Field**

The Assistant Clerk reported that another volunteer has resigned from the current list leaving 4 weeks to allocated to the remaining volunteers. It is thought unlikely that the volunteers are going to be willing to take on additional shifts. The current rota finishes on 10 June 2018 and it is expected that more volunteers will drop out. There have been no anti-social incidents at Broke Hall Playing Fields in recent months (except an empty liquor bottle and some beer cans were left on the field). **NEW →** The Assistant Clerk to investigate options including asking Ipswich Borough Council for a quote to lock and unlock the gates along with their other park gates. Assistant Clerk to report back at the next PA&S meeting.

**8. ROADS, VERGES AND FOOTPATHS**

**a. INP Community Speedwatch – Update and the Use of SID**

**i) Temporary Co-ordinator**

16/11/17 Cllr James Wright is not able to coordinate the CSW until possibly at some point next year. Mrs Stannard contacted all the CSW volunteers to notify them of this and to identify a volunteer that is willing to take on the role as a temporary coordinator for CSW. One of the volunteers is willing to take on this role, provided he receives sufficient training and sufficient support. Mr Mike Sarbutts, PCSO is now trying to organise training for the particular volunteer with the CSW department and Mr Sarbutts will provide support the first few times when the CSW meet.

18/01/18 The volunteer that was willing to take on the role as temporary coordinator is not able to attend training during the daytime. Mr Mike Sarbutts has since identified a new volunteer that is willing to take on the role as a temporary coordinator. Mr Sarbutts is arranging training for this volunteer and he will provide support for the first few times when the CSW team meet.

15/03/2018 New volunteer willing to act as temporary coordinator. The new volunteer has been trained and he will coordinate the group on this basis. Mr Sarbutts have offered to attend when the group commence speed checks.

ii) **NEW** → **To Approve Recalibration of Speed Gun**

The Assistant Clerk reported that it would cost £60 + VAT and £10.50 for the postage for the recalibration of the speed gun. Due for recalibration 22 March 2018. It was proposed by R Nunn, seconded by C Evans and agreed by ALL for the recalibration of the speed gun.

iii) **CLD** **Name Badges**

Volunteers have asked that the possibility of name badges be investigated. Anna Stout, the Safer Communities Officer at Suffolk Constabulary has advised that ID badges are not issued to Speed Watch volunteers. They have advised that volunteers should always wear their high vis jackets and have copies of the road side letter with them at each session. If anyone challenges the activities of CSW then the roadside letter should be handed out (there is a copy in the Speed Watch box). Volunteers are not expected to deal with any uncomfortable, confrontational behaviour and we would encourage you to direct the person(s) to the contact details on the roadside letter. This information was sent out by the Assistant Clerk to the Speedwatch volunteers on 27 February 2018. This was noted by ALL.

iv) **SID Update**

16/11/17 The 12PT funds are due to be used to buy the Speed Indicator Device (SID). The device will be used in Rushmere St. Andrew and the other members of the 12PT group. This matter is currently in the hands of Kesgrave Town Council as they are holding the remaining 12PT Funds. They need to re-order a SID as there had been problems with the previous order, resulting in cancellation. Once received, the SID will be deployed by PCSO along Bixley Drive and any other location as required.

18/01/18 Kesgrave TC is looking for a new supplier but has not found a suitable supplier yet. Mr Mike Sarbutts (PCSO) is advising Kesgrave TC regarding this and he is currently trying to locate a new supplier.

15/03/2018 A purchase order for a DFS600 SID has been placed and the PCSO, Mr Sarbutts will be managing its deployment. It's a very mobile device which is fixed to a tripod and secured to lamp posts. If you receive any complaints regarding speeding on a specific road, please do let the Assistant Clerk or Mr Sarbutts know. Mr Sarbutts will assess whether there is a suitable place to deploy the SID as a deterrent. **NEW** → It was noted that the SID on Playford Road is faulty. Assistant Clerk to report this to Mr Sarbutts.

b. **CLD** **Suggested 'No Through Road' Sign at Brendon Drive**

18/01/18 Clerk reported this via online tool. Awaiting response from SCC.

15/03/18 Agreed to clear until an update is available.

c. **INP** **30mph Signage in Playford Road – Update from County Councillor Robert Whiting**

16/11/17 No update available as Mr Whiting was not present at this meeting.

18/01/18 Mr Whiting emailed a written response to the Clerk. Mr Whiting stated that he is awaiting the results of an investigation regarding traffic calming measures in Playford Road. Mr Whiting is anticipating that the results will be available by the end of February. Several Councillors expressed their concern about the cost of the report (£5,000) and felt this should rather be spent on physical improvements than a report.

15/03/18 Councillor Whiting reported that the Feasibility Study Report was expected by the end of March. This would include a situation report and various measures to reduce speeding. These options will be brought back to the Parish Council to discuss.

d. **NEW** → **Request for Double Yellow Lines in Chatsworth Drive and Claverton Way**

15/03/18 After consultation with Mr Sarbutts (PCSO) and Mr Pollard (Business Manager Broke Hall School in consultation with coach drivers regularly using the estate) the proposed double yellow lines are as follows:

Outside 28, 30 & 32 Chatsworth Drive. Outside 10, 12, 14 & 16 Claverton Way and on the opposite side of the road outside no. 33 Claverton Way. Assistant Clerk to report the traffic problems using the SCC reporting tool requesting the need for resolution. If no feedback follow request up. Any necessary escalation/request for a feasibility study should be sent to Councillor Whiting.

#### 9. Beacon Event 11 November 2018 - Update

**CLD** 16/03/17 Clerk received correspondence about whether the Parish Council would like to join in commemoration and remembrance of the end of the war. A beacon will be lit at 7pm on 11th November 2018. Options for beacons are: 1) beacon braziers on tall wooden poles that will have to be made by local craftsmen; 2) gas fuelled beacons and 3) traditional bonfire. Option one is likely to be costly; the estimated cost of a gas fuelled beacon is £365.00, including delivery to UK mainland but excluding VAT. Mr Wright reported that he met Bev Hudson at the Ipswich School Sports Centre (ISSC). The school seemed willing to make their venue available for the Beacon Event provided that they can also take part in the event. Mr Richings proposed that the Parish Council join in the Beacon Event on 11th November 2018; that the PC purchase a gas fuelled beacon for the event; and that the Ipswich School Sports Centre be used as a venue for the event provided the School formally give permission for this. Asst Clerk to contact ISSC regarding use of the centre as a venue for the beacon event. Clerk/ Asst Clerk to inform Mr Bruno Peek that PC would like to join in the beacon event.

18/05/17 Mr Wright, Clerk & Asst Clerk had a meeting with Ms Bev Hudson, Mr Paul Wranek and Ms Mandy Moore on the 3 May 2017 at ISSC. Ipswich School agreed beacon event can be held at the ISSC. It will be a joint event between Rushmere St Andrew PC and the Ipswich School. The safety aspects around lighting of the gas beacon need to be considered. The best time for the event would be from 4 – 9pm and it would be a ticketed event. It was agreed that a recommendation be made to Parish Council that a working party be established to plan the Beacon event. Mr Wright, Ms Evans, Mrs Gower volunteered to be on the working party.

20/07/17 It was agreed that invitations be sent to the following persons/ parties after the PA&S meeting in September: Local Regiment, Barracks in Woodbridge (Royal Engineers); High Sheriff – Lady Euston; SCDC; British Legion from Woodbridge; all Parish Councillors; District and County Councillors, Politicians; Faith groups. Any other suggestions will be considered at the next PA&S meeting in September.

21/09/17 Working Group meeting was held on 20 September 2017 at 11am at the Parish Office. The Group discussed who to invite and drew up a wish list for the event and timings for the various aspects. It was also proposed that a 100 trees be planted in the Parish after the Beacon Event. Mr Westrup suggested that not just the first in command of the Local Regiment be invited to the event but also the second in command. Mr Richings suggested that the Christmas list be checked to see who else to invite to the event. Mr Newton stated that it is not clear yet if District Councillors will have access to an Enabling Communities budget next year. If this is the case he would like to help make it a memorable event by allocating funding for the event.

16/11/2017 Awaiting feedback from Ipswich School regarding 'wish list' for the event. Once we receive their agreement the invitations can be sent out and other items actioned.

18/01/18 Assistant Clerk reported on the progress with regards to the project. The Asst Clerk met Mrs Hudson from Ipswich School and Ipswich School will not host the event with the PC anymore as the school is planning other events on the day. Ipswich School will make the ISSC available to the PC to host the Beacon Event at the centre. Ipswich School will print leaflets, invitations and bookmarks for the event free of charge. The Asst Clerk is looking into the cost of insurance for the event. Mr Nunn suggested that depending on the quote for the insurance that the Insurers of the PC could be contacted for a quote for the event. The Asst Clerk reported that Broke Hall Primary School, the Beavers (group at Tower Hall) and the 51<sup>st</sup> Scouts have confirmed that they would like to be involved with the event. Catering will still need to be organised. Mr Newton requested that it be an open event to all of the parishioners and that he would like each household to receive an invitation to the event. The maximum number that the venue can accommodate (500 people) was emphasised. It was agreed that there is a need for a Beacon Event Working Group meeting to discuss these and other issues. The Clerk indicated that since Mrs Gower resigned as a Councillor and she was a member of the working group more Councillors need to volunteer to be members of the Working Group before the group can meet. Mr Francis volunteered to be a member of the working group.

15/03/2018 Agreed by ALL to record 2018 actions only.

**INP** The Beacon Working Group meeting was held on 20 February 2018 at 10.30 am at the Parish Office. Broke Hall School have agreed to be involved in the Bookmark competition for the event. An invitation to all residents of the parish will be sent out in the form of an invitation printed in the Spring Newsletter. The cover of the Newsletter will also feature the Beacon Event. Invitations to VIP's are to be sent out asap by the Parish Office. It was decided to source a choir for the event. An article has been approved to appear in InTouch Magazine. A legacy was discussed which included planting a hedgerow and/or adding QR codes to the Jubilee Walk. The Assistant Parish Clerk has been asked to contact burger/ice cream vans and to obtain quotes. To obtain tickets for the event email the Parish Office and the tickets can be collected from the Parish Office, and subject to agreement from Rushmere St Andrew's

Church and Rushmere Baptist Church. The next meeting of The Beacon Working Party is scheduled for the end of April, Beginning of May 2018. Mr R Whiting offered funding for this event for which he was thanked by the committee.

## 10. ACTION POINTS AND CLEARANCE OF ITEMS NOT ELSEWHERE ON AGENDA

### a. Report back Regarding the 'No Through Road' Sign at Salehurst Road

**CLD** 18/05/17 Residents of Nos. 11, 13 & 15 Salehurst Road asked if the Parish Council can make a request to SCC for a 'No Through Road' sign. It was agreed that the Parish Council will make a request.

20/07/17 Assistant Clerk made request to SCC for installation of sign. Response received from SCC indicated that SCC do not have the funding to supply such as sign in this location as it is not a priority. The Assistant Clerk will report back at the PA&S meeting in Sept regarding the cost of the sign in Tuddenham Road.

21/09/17 PC was advised in 2014 that the cost for a 'no through road sign' at Tuddenham Lane would be between £100 - £150. Awaiting response from SCC for up to date cost estimate and process to follow.

18/01/18 Received reply from SCC suggesting that a small sign adjacent to the road sign will be considered appropriate. IBC will need to be contacted regarding this. Councillors debated the response from SCC. Several Councillors felt that this would not be visible to motorists. Mr Richings proposed that given the response from SCC Highways the proposal for a 'No Through Road' sign should not be progressed at Salehurst Road, seconded by Mr Nunn and ALL in favour.

15/03/18 Letters were sent to residents at No.11, 13 & 15 Salehurst Road explaining the Parish Council's decision on 1 March 2018.

### b. **CLD** Update Regarding Overgrown Areas at Ditchingham Grove and Brendon Drive

Clerk reported overgrown areas as identified to Suffolk Coastal – Norse. Awaiting feedback. Mr Nunn indicated that the area is looking better than it was before Christmas. It was agreed to clear this item.

**NEW** → It was reported that the land adjacent to No.1 Ditchingham Grove is overgrown and that a resident has put a fence around the land. This land belongs to SCDC. The Assistant Clerk to report this to Suffolk Coastal.

## 11. CORRESPONDENCE & ANY OTHER MATTERS

### a. **CLD** Duck Signage at Limes Pond

Reported to Suffolk County Council on 13/03/18

### b. To Note Matters Arising Since Publication of This Agenda

#### **CLD** Kesgrave Town Council Holly Road Play Area

An email has been received from Kesgrave Town Council regarding the Holly Road Play Area. Holly Road Play Area currently has one springer and two swings. They are looking to install additional play equipment and have requested our views on it. The Assistant Clerk has responded indicating that the play area at Yew Tree Grove it is very small and we have no plans for it at present as it does already have a fair amount of equipment for its size. Noted by ALL.

#### **CLD** Air Walker

Mark at PlayQuip has confirmed that there is no scrap value in the Air Walker and that they will dispose of it at no cost.

#### **CLD** Bollards

Lesley Maher from the property administrators for the Plaza area outside the One Stop Shop has confirmed that they had a call from their contractor on 6 March regarding the



rubbish. They cleared a great deal of rubbish and they are going to look at installing bollards on the entrance to the old bus lane to stop the youths parking there. Noted by ALL

**NEW → Advert for Parish Handyman in the Spring Newsletter**

It was agreed by ALL to put an advert in the Spring Newsletter for a Handyman.

**NEW → St Andrew's Church – Rehallowing 50 years celebration**

An invitation has been received from Tom Tyler to the Parish Council to have a table at St Andrew's Church 50 years celebrations from 22-23 June 2018. The Clerk to look at how much information there is and the feasibility of attending before a decision is made on whether to attend.

**SCC items discussed at P&D meeting of 06/08/2018**

**Fire Service Call out response**

Mr Richings raised concerns about the fire service being called out from Holbrook. Councillor Whiting responded that this was an operational issue for the Fire Department.

**Highways maintenance and reporting tool concerns**

Mr Richings queried how well the online reporting tool was working. Councillor Whiting explained the escalation procedure; any issue/s should be reported, logged and a number received. If there is no resolution then contact the County Councillor.

**Foxhall Road Roundabout Bixley Road/Heath Road Works**

Mr Richings questioned whether the road improvements at Foxhall Roundabout could be funded by Section 106 Agreements/CIL money. Councillor Whiting responded that the County Council would look at using Section 106/CIL money for future road improvements on Foxhall Road.

**The Clerk reported that she had received correspondence about the following:**

A 'Plastics know your place in the community Roadshow. An event will be held on Wednesday 28 March 6-9.30pm at Suffolk Coastal District Council.

Public Information Days regarding East Anglia Two Offshore Windfarm and East Anglia One North Offshore Windfarm. Please contact the Clerk for details.

**c. Date and Place of Next Meeting – Thursday 17 May 2018 at 7.30pm at Tower Hall**

**d. Other Dates to Note**

Monday 19th March, SALC Area Meeting, TBA (Mrs Richardson-Todd possible attendee)

Tuesday 27th March, P&D Meeting, Village Hall, 7.30pm

Thursday 29th March, Closing date for Newsletter Copy

Thursday 12th April, GP&F meeting, 7.30pm Tower Hall

Wednesday 18th April, Internal Audit with Heelis & Lodge, 9.15am, Parish Office

Thursday 3rd May 2018, SNT Meeting, Woodbridge joint police/ fire service building.

**12. DETERMINATION OF ITEMS FOR FUTURE AGENDA**

Broke Hall Gates

St Andrew's Church – Invitation to attend Rehallowing 50 years celebration

**13. CLOSE OF MEETING**

The Chairman closed the meeting at 9.16 pm.