



Rushmere St. Andrew Parish Council

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"Seek The Common Good"



Minutes of the Parish Amenities & Services Committee meeting held on 19th July 2018 at TOWER HALL
at 7.30pm

CHAIRMAN:	Mr J Wright
COMMITTEE MEMBERS PRESENT:	Mrs M Brown, Mr D Francis, Mr R Nunn, Mr P Richings, Mr B Ward, Mr R Whiting, Mr J Wright, Mr J Westrup
OTHER COUNCILLORS PRESENT:	Mr C Griggs
APOLOGIES:	Mrs S Todd (other commitment), Ms C Evans (other commitment), Mr M Newton (other commitment) Mr M Shields (family commitment). Mr Whiting apologised after the meeting (family commitment).
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. Mr P Richings proposed acceptance of reasons for councillor absence, seconded by Mr R Nunn with ALL in favour.

2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 17th May 2018

Mr R Nunn proposed acceptance of the minutes, seconded by, Mr P Richings with ALL in favour. The minutes were duly signed as a correct record with the inclusion of two amendments.

The amendments were as follows:

Changing the Chairman's name to Mr J Wright.

13 a The words 'through the entrance at Brendon Drive' were replaced with the words 'the newly constructed entrance at Euston Drive'.

3. PUBLIC PARTICIPATION

Mrs J Sibley advised that she was interested in items 8b and 8e. Mr J Wright moved these items forward to be discussed after Item 4 on the agenda.

Mr D Frances reported that the overgrown trees on Broadlands Way, with the added problem of a bus stop and stationery buses, were causing motorists to be blind to any oncoming traffic. The Clerk stated that this had been reported using the Highways online reporting tool several times. It was agreed by ALL for the Clerk to report it via the Highways tool again and if no reaction to escalate the matter to Councillor R Whiting.

Mr P Richings reported that the footway link between Fellbrigg Avenue and Barnham Place was overgrown. The Assistant Clerk to report using the Highways tool.

4. DECLARATIONS OF INTEREST

There were no declarations made.

Items 8b and 8e were discussed before No.5 on the agenda.

8. ROADS, VERGES AND FOOTPATHS

b. **INP** Update on Reporting Traffic Management in Chatsworth Drive and Claverton Way

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.

17/05/18 The Assistant Clerk reported this on 17th April 2018. No response received to date.

19/07/18 Mr David Stiff, Civil Parking Enforcement Implementation Manager from Suffolk Highways wrote to the PC indicating that in Suffolk they are planning to introduce civil parking enforcement (CPE), where the responsibility for enforcement against illegal parking is transferred from the police to the local authority. In order to grant CPE powers Highways need to ensure that all Traffic Orders (TROs), road markings and signs with on-street parking are consistent and fit for purpose. In reviewing TROs the format was changed from text based schedules to map based schedules. These have been sent to the PC asking us to comment. Mr Wright coordinated this response and PC submitted comments asking for several locations as shown in the attached map to be added to the TRO. The Clerk received a response from Mr Stiff indicating that existing issues that the PC raised will be included and lines that need remarking will be painted in due course. However, any new issues cannot be dealt with as part of the existing process. The PC need to contact Highways about this separately and submit the appropriate information. The Safety and Speed Management team will then initially consider this and if suitable provide the Parish Council with more information on the process. Councillors noted this.

NEW → Mrs J Sibley reported her concerns about the illegal parking around Claverton Way and Chatsworth Drive at school times and that a concerted effort by Suffolk Constabulary to ticket parking offenders may assist in alleviating the problem. A car parked on her property recently and children had to go on the road to get through. Mrs Sibley requested permission to install 'Dragon's Teeth' on her driveway in order to stop parking (it was thought the Parish Council does not have the right to authorise this type of request). Mr J Wright agreed to meet with Mrs Sibley to discuss her concerns and will consult PCSO Mike Sarbutts and Suffolk County Council and to report back at the next PA&S Committee Meeting.

e. **NEW** → Draft East Suffolk Area Parking Plan Consultation

Received notification that Suffolk Coastal and Waveney District Councils are undertaking a consultation in relation to the implementation of Civil Parking Enforcement (CPE) in April 2019. This provides an opportunity for local Area Parking Plans to be produced defining off-street parking and on-street parking control policies. East Suffolk Council have produced a draft East Suffolk Area Parking Plan. It sets out greater detail on the broad parking policy objectives that are set out in the County Council's Suffolk Parking Management Strategy and how these will be developed and administered by East Suffolk Council. Consultation closes on 17 August 2018.

The Clerk and Mr J Wright to complete by 17th August 2018.

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.

17/05/18 This vacancy has been filled and one person is on the waiting list for a half or whole plot. Mr John Westrup has advised that Plot 6 has been left to become overgrown. A letter was sent to them dated 18th

April (after emails and phone calls) enquiring as to why the plot is unattended and that the plot would be sprayed to prevent further growth if they no longer wished to keep the plot. Another letter was sent dated 24th April. Following a phone conversation with Mr Westrup they confirmed that they wished to keep the plot and would tend to it by the end of the week. As the Plot was still not in an acceptable state a letter dated 26th April was sent to confirm that if the plot was still overgrown by 31st May there would be no option but to terminate the agreement and end the tenancy. The tenants had in the meantime cleared part of the plot and it was agreed with the allotment manager to give them more time to clear and cultivate the plot.

19/07/18 The Assistant Clerk to ask SCL Landscape Management to attend the Allotment Panel Meeting on Monday 23rd July to discuss the tree trimming with them and to provide a quote.

6. ENVIRONMENT AND LEISURE

a. CLD 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.

17/05/18 Julia Cattermole from Suffolk Coastal District Council gave an update at the General Purposes & Finance Committee meeting on 12th April 2018. The Clerk confirmed that dog fouling falls within PSPO. The Clerk confirmed that Mike Sarbutts (PCSO) has evidence that he will collate if needed to support PSPOs. The Clerk and Assistant Clerk to keep a record of all reports that are sent to Mike Sarbutts.

19/07/2018 No further update. Agreed to clear item until update available.

b. Update Regarding Offer of Seat for Sandlings Local Nature Reserve

INP 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 councillors 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.

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 8th February 2018. Once payment has been received the bench will be ordered and installed in the agreed location. This was noted by ALL.

17/05/18 Payment has been received from Mr. Ranns and the bench has been purchased from The Garden Furniture Centre. Once the bench has been delivered to SCL Landscape Management they will contact Mr Ranns to arrange an installation date.

19/07/18 The bench has been delivered to SCL Landscape Management and there has been a short delay waiting on anchors. The current proposed installation date is 9 am on 24th July with Mr Ranns in attendance. The Assistant Clerk to ask SCL Landscape Management if they can use quick drying cement or to organise another date for the installation outside of the school holidays due to concerns over vandalism while the cement dries.

c. Mill Stream and Sandlings Local Nature Reserve Walkabout

INP The Clerk to contact James Baker and Peter Ross to arrange a walkabout for the second week in September if suitable for Mr Baker and Mr Ross.

19/07/18 The Assistant Clerk reported that the following dates have been received from Mr Baker but none as yet from Mr Ross: Monday 10th Sept am, Wed 12th all day, Thurs 13th all day, Mon 17th all day, Wed 19th all day, Fri 21st all day. The Assistant Clerk to circulate dates in an email to councillors to find a common date for the walkabout to take place.

d. **NEW → To Consider the Cleaning and Maintenance of Benches in the Parish**

The Assistant Clerk advised that the benches in the parish need maintenance. Either cleaning or sanding and painting.

The Assistant Clerk advised that there are x 3 benches that need cleaning (excluding x7 benches at the Cemetery). There are an additional x6 benches in the play areas that need cleaning that will be covered by the general pressure washing of the play areas (see item 7b). The Assistant Clerk reported that a quote had been received from Timber Worx for £25 per bench at a total of £75 and from MBS Property Maintenance £40 per bench at a total of £120 plus cleaning materials at £50.

Mr J Westrup proposed acceptance of the quote by Timber Worx to carry out the work. Seconded by Mr R Nunn and agreed by ALL.

There are x 23 wooden benches that need maintenance work (excluding x4 at the cemetery).

The Assistant Clerk reported that a quote had been received from Timber Worx for £50 per bench at a total of £1,150 and from MBS Property Maintenance for £60 per bench at a total of £1380 plus paint at £120

Mr J Westrup proposed acceptance of the quote by Timber Worx to carry out the work. Seconded by Mr R Nunn and agreed by ALL.

The Assistant Clerk to ask Timber Worx to report back on the state of the plaques on the benches.

The Assistant Church Warden at St Andrews Church contacted the Clerk regarding two benches outside the entrance to the church. The Church would like to replace fencing and the two benches are obstructing the work to be carried out as they are fixed into the tarmac. The Church have asked if the Parish Council can take the benches out from their fixings in order for the Church to carry out the work to their fencing. Initially it was thought that the benches do not belong to the Parish Council, but we have established that the benches do belong to the Parish Council. It looks like the feet of the bench on the left are rotten as they have sunk in the tarmac, but it would only be able to establish the condition of the bench once it is removed. The bench or benches need sanding down and painting and this would be a good opportunity to do the refurbishment work. We have asked the church if the benches can be moved forward to allow work to the fence to happen in future without having to move the benches. This will have to be agreed with the Church.

The Clerk received a quote from SCL Landscape Management to break the benches out; to tarmac the sunken area behind the benches and to re-situate the benches. There is also the possibility that one seat will have to be replaced. The quote from SCL is as follows

Option One

To Break two benches out - £45 + VAT;
To tarmac the area - £150 + VAT;
To resituate two benches (move benches forward) - £113 + VAT
Sand and paint two seats - £100 + VAT
Total cost: £408 + VAT

Option Two

To Break two benches out - £45 + VAT;
To tarmac the area - £150 + VAT;
To resituate one bench (move bench forward) - £56.50 + VAT
Sand and paint one seat - £50 + VAT
Purchase a new seat - £350
Total cost: £651.5 + VAT

Option Three

To Break two benches out - £45 + VAT;
To tarmac the area - £150 + VAT;
To resituate one bench (move bench forward) - £56.50 + VAT
Sand and paint one seat - £50 + VAT
Total cost: £301.50 + VAT

Mr Robert Whiting has offered to pay for the work. Mr J Wright proposed that the Parish Council make £150 contribution, if necessary, as long as any replacement bench is purchased from Genesis Orwell Mencap. This was seconded by Mrs M Brown and agreed by ALL.

e. NEW → To Consider the Cleaning of all Noticeboards and the signs at the Ponds and the Allotments

The Assistant Clerk advised that the x 15 noticeboards in the Parish and the signs at The Limes Pond and Chestnut Pond need cleaning. Mr R Potter has quoted £12 per hour plus materials to clean these. It is estimated that the total cost should not exceed £300.

Mr J Westrup proposed acceptance of quote from Mr R Potter to carry out the work. Seconded by Mr R Nunn and agreed by ALL.

The Clerk to contact Mr J Baker from The Greenways Project to chase the design, production and installation of a wildlife board at Chestnut Pond.

f. NEW → To Consider Replacement Signage at the Ponds and Allotments

The Assistant Clerk advised that the sign at the Allotment 'Please keep this gate shut at all times' needs replacing with updated details; the sign at the allotment 'No waste to be deposited in this area' needs a proper sign; and the sign at Chestnut pond 'For Amenity Sake No Cars on the grass please' needs replacing. The Assistant Clerk reported quotes from Signs For You at £190.70 plus vat and from Fusion Signs at £330 plus vat and from Signs Express at £314 plus vat to undertake the work.

It was decided that a sign for 'No Waste...' at the Allotment was not necessary.

Mr J Westrup proposed acceptance of quote from Signs For You to carry out the work on the other signs to a maximum of £150 plus vat. Seconded by Mr R Nunn and agreed by ALL.

g. NEW → To Consider Maintenance of Nature Reserve Land Adjacent to The Street

The Clerk received a complaint from residents of one of the properties in Laburnum Close backing onto the strip of land fronting onto The Street, Rushmere St Andrew. The resident enquired whether the Council will be able to do some maintenance at the strip of land.

This is the part of the piece of land that was gifted from Greene King to the Parish Council in June 2017. Once the Parish Council acquired the land, Greenways was appointed to trim the vegetation. This has made a significant difference to the state of this strip of land and the intention was to keep it as an area for wildlife and not to trim the vegetation too much.

The Clerk to obtain a quote from SCL Landscape Management to look at maintaining the area, following a site visit with Mr J Wright.

h. INF Update on Wheelchair Access at the New Mill Stream Barrier

James Baker from Greenways reported to the Clerk that he had received a complaint that a mobility scooter could not fit through the new staggered gate at the Mill Stream. Greenways has offered to meet onsite with the complainant. No response has yet been received from the complainant. Greenways have confirmed that the barrier was a like for like replacement.

Mr R Nunn reported that a lady had complained to him that she could not get through the entrance at Brendon Drive. 19/07/18 Mr Baker had arranged to meet with the lady on the 5th July to discuss the problem with the barrier. Unfortunately, she was unwell on that particular day and the meeting was cancelled. She has given an indication via an email about what the problem with the barrier is. Mr Baker will arrange for the central (separate) section/ panel of the fencing to be moved further away from the gap in the fence. Anticipating that this will be done on 24th July 2018.

7. PLAY SPACES

a. NEW → To Consider the Painting of Play Equipment Items in Need of Maintenance

The Assistant Clerk advised that at Yew Tree Grove Play Area the single seat spinner needs sanding down and painting and at Kelvedon Drive Recreation Ground the cradle seats need sanding down and painting. The Assistant Clerk has quotes for the rubbing down and repainting of the single seat spinner at Yew Tree Play Area from SCL Landscape Management at £65 plus vat and PlayQuip at £ 225 plus vat. The Assistant Clerk has quotes for the rubbing down and repainting of the cradle seats at Kelvedon Drive Play Area from SCL Landscape Management at £80 plus vat and PlayQuip at £160 plus vat and they have quoted for replacement cradle swings at £310 plus vat.

Mr J Wright proposed acceptance of quotes from SCL Landscape Management to carry out the work. Seconded by Mr C Griggs and agreed by ALL.

The litter bin at Yew Tree Grove Play Area was reported as having come loose from its ground fixings. SCL Landscape Management quoted £84 plus vat to re fix the bin. SCL Landscape Management fixed this as a

matter of urgency on Wednesday 18th July 2018 under delegated authority as this was a health and safety concern.

The Assistant Clerk reported that at Broke Hall Recreation Ground the problem with the rubber connectors on the Kompan unit has continued to deteriorate. PlayQuip will apply a coat of resin to the rubber connectors, free of charge, to slow down the deterioration.

a. NEW → To Consider the Pressure Washing of the Play Areas

All the play equipment, safety surfaces and benches in the Parish Play Areas need pressure washing. The Assistant Clerk has quotes from SCL Landscapes at £750 plus vat and IBC at £ 1,100 plus vat.

Mr J Westrup proposed acceptance of quote from SCL Landscape Management to carry out the work. Seconded by Mr P Richings and agreed by ALL.

c. INP 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.

17/05/18 The Assistant Clerk went to the Yew Tree Play Area and took photographs. The Inspection reports from PlayQuip no longer show the berries as a risk. The Assistant Clerk confirmed that the land belongs to the Parish Council. Mr J Wright to look at the berries and report back with alternatives.

I) To Consider the Removal of the Spindle Berry and Variegated Ivy

After a site visit to Yew Tree Grove Play Area Mr J Wright reported on the Spindle Berry and Variegated Ivy and recommends both being removed. SCL Landscape Management have quoted £20 plus vat.

Mr P Richings proposed acceptance of quote from SCL Landscape Management to carry out the work. Seconded by Mr B Ward and agreed by ALL.

Mr J Wright has spoken to SCL Landscape Management about the nuts on the Hazel Tree. SCL Landscape Management have quoted £20 plus vat to coppice the Hazel tree to a height of 5ft in September.

This was moved to the next PA&S meeting.

II) To Consider the Removal of the Privet Hedge and Replacement Fence

Although not highlighted in the PlayQuip reports after a site visit to Yew Tree Grove Play Area Mr J Wright reported on the large Privet Hedge and recommends that it be removed and replaced with a fence or bushes after consultation with the residents directly affected.

To remove and dispose of the hedge SCL Landscape Management have quoted £190 plus vat, Timber Worx have quoted £410 plus vat. To supply and install a 6ft feather edge fence system on timber posts and timber gravel boards Hol-Tech Fencing have quoted £850 plus vat. To supply and install a 5ft close board fence SCL Landscape Management have quoted £440 plus vat. SCL Landscape

Management have quoted £190 plus vat to remove the Privet Hedge, Spindle Berry and variegated ivy and to coppice the Hazel Tree.
This was moved to the next PA&S meeting.

d. NEW → To Consider Match Funding for Replacement Play Equipment at Broke Hall Playing Field

17/05/2018 Mrs M Brown proposed that The Clerk contact SCDC to find out how much the funding is available for and then to use delegated authority to submit a request for funding for either playground equipment for Broke Hall Playing Field and/or Traffic Calming on Playford Road, seconded by Mrs C Evans and agreed by ALL. The first choice for the play equipment was the inclusive roundabout as per the quote received from PlayQuip.

A CIL funding application was submitted for the following play equipment at Broke Hall:

Inclusive roundabout - £10,344 + VAT
Launch Pad Climbing frame - £8,530 + VAT
5 A -side Goals - £4,290 + VAT
Basketball post including backboard - £1,373.90
Total - £24,864.90

19/07/2018 The Planning Policy Officer dealing with the prioritisation of the CIL application contacted the Clerk and indicated that the Parish Council would stand a better chance of receiving CIL funding if the Parish Council (or other sources) provide at least 10% funding for the application. 10% match funding would equate to:

Inclusive roundabout - £1,034.4 + VAT
Launch Pad Climbing frame - £853.0 + VAT
5 A -side Goals - £429.0 + VAT
Basketball post including backboard - £137.39
Total - £2,486.49

Mr P Richings proposed that the Parish Council provide match funding of £5,000 against the cost of all of the play equipment and that this be accommodated in the 2018/19 budget should the SCDC CIL application be successful. This was seconded by Mr J Westrup and ALL in favour.

e. NEW → Drug Taking at Tower Hall Play Area

The Clerk advised that one of the volunteers at Tower Hall Play Area reported he found a 'bong' when he checked the play area. A bong is a filtration device used for smoking cannabis, tobacco, or herbal substances. Most likely Cannabis. Mr Wright subsequently found youths using a bong in the Tower Hall play area. This was reported to Mr Mike Sarbutts. He is aware of some drug activity involving the cars that are still trying to congregate in Broadlands Way. Operation parkland has now launched which is seeing all officers target areas where there are ongoing issues like this. Mr Sarbutts has raised the shopping plaza area to a priority, so it'll get a lot of additional attention. Councillors noted this.

8. ROADS, VERGES AND FOOTPATHS

a. INP Update on Community Speedwatch

The Assistant Clerk reported that an article to advertise for new members would be in the August issue of InTouch.

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.

INP 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.

19/07/18 Mr Sarbutts now has the SID device and he is managing the deployment of the SID. The Clerk requested that the SID be deployed at Foxhall Road, The Street and Bixley Drive.

c. NEW → To Consider Safer Crossing of Foxhall Road near Heathlands Park

A number of residents of Heathlands Park on Foxhall Road attended the Parish Council meeting on 12th July 2018. They requested a safer crossing of Foxhall Road near Heathlands Park. This issue was referred to the PA&S by Parish Council. Mr J Wright read out a letter drafted to Councillor R Whiting voicing the concerns of the residents and in particular with the section of Foxhall Road between the junctions with Bixley Drive and Arundel Way on behalf of Rushmere St Andrew Parish Council. The letter asks for urgent consideration to be given to:

- 1) An up to date set of Covert Speed Detection Data and Full Traffic (Volume) Counts covering 24/7 for a 7-day week during the School Term Time.
- 2) A site meeting between SCC Highways Officer(s) and two representatives of the Parish Council at the earliest opportunity.
- 3) Providing the PC with details of District and County Councillors covering the extent of Foxhall Road from the Roundabout with A12 at Martlesham through to the top of Grove Lane in Ipswich.

It was agreed by ALL that this letter be sent by the PC to Councillor R Whiting.

d. NEW → Correspondence Received Regarding Speeding in The Street, Rushmere Village

The Clerk reported that she received correspondence from a resident along The Street complaining about the speed of vehicles travelling along the road and asking about traffic calming measures. The Clerk to refer this to PCSO Mike Sarbutts and to request a camera van/SID to be positioned on the corner of Chestnut Close, Bixley Drive, The Street and Foxhall Road.

9. Beacon Event 11 November 2018 - Update

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.

17/05/18 The Beacon Working Group meeting was held on Tuesday 1st May 2018 at 10 am at the Parish Office. Tickets have been printed and are now available. An invitation to the event will be sent out to all councillors. Parkers Hog Roast will provide the food. The invitation to the parish has gone out in the Parish Newsletter. Broke Hall School have accepted, if funding for the legacy is approved, the planting of a hedgerow (100 plants) to commemorate the end of WWI. A meeting was held at Ipswich School Sports Centre on 11th May between the Assistant Clerk, Mr James Wright, Mr John Westrup and a representative from The Orwell Singers. They have agreed to sing at the event. Roger Osborne, the manager of ISSC has agreed to store the beacon. A meeting has been arranged between the Assistant Clerk and Mandy Camilleri (Administrator at Ipswich School Sports Centre) on 20th June at 10.45 am

19/07/18 The Assistant Clerk reported that a meeting of the Beacon Working Party was held on Tuesday 10th July 2018 at the Parish Office. To date 234 tickets had been given out. St Andrews Church and the Baptist Church have agreed to help with volunteers to assist in the running of the event on the day. A candyfloss stall supplied by Mr Bean Entertainments has been booked in order to provide FREE candyfloss and popcorn at the event. The bells of St Andrews Church are planned to be rung to coincide with the Beacon Event. Exhibitor packs are being sent out to clarify their requirements. A trumpeter has been secured through Mr D Frances. The budget for the event has been agreed and funding proposals from the Enabling Communities Budget Scheme of Councillor M Newton and Councillor D Dean and Councillor R Whiting have been submitted. These proposals have now been approved on the condition that SCDC is acknowledged for the funding of the project.

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

a. Overgrown Areas at Ditchingham Grove and Brendon Drive

The Clerk to report this again.

b. Traffic Management in Playford Road

9 b. CLD 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.

17/05/18 Copies of a summary, by Mr J Wright, of the Feasibility Study completed by Suffolk Highways on Traffic Calming Solutions to Playford Road, initiated by County Councillor Robert Whiting, were distributed to councillors. Mr J Wright thanked Mr R Whiting for funding this report. After a discussion it was proposed by Mr J Wright to recommend that at the next Parish Council meeting they consider spending £5,000 on the design of the preferred Scheme A. Mr B Ward seconded this proposal, Mrs S Todd and Mrs M Brown abstained, Mr R Nunn was against and the majority were in favour.

19/07/18 It was agreed to clear this item as this was considered by Parish Council.

c. Repair to Overhead Spinner at Tower Hall

8 a. CLD 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.

17/05/18 Mr Rob Potter has advised that he intends to rub down and paint the Overhead Spinner on Friday 18th May.

19/07/18 Work on the overhead spinner has been completed. Item cleared.

d. Rota for Locking Gate at Broke Hall Playing Field

8 e. CLD 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). 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.

17/05/18 The Assistant Clerk contacted Ipswich Borough Council Park Patrol and asked if they could add Broke Hall Playing Field to their rota for locking and unlocking parks. Mr. Nick Wilcox advised the Park Patrol was full to capacity. An email was sent to volunteers on the Broke Hall Playing Field rota requesting confirmation of their willingness to continue, holiday dates and if they could do more weeks. No one to date has declined to

continue and some volunteers have offered to do more than 4 weeks. Mr J Wright confirmed that he would do 4 weeks. A new rota to be sent out by the Assistant Clerk by 31st May.

19/07/18 It was agreed to clear this item.

8 f. CLD To Consider Replacement of Signage on gate at Broke Hall Playing Field

Two signs on Broke Hall Playing Field have been damaged and one needs replacing. The Assistant Clerk has reported the damage to Mike Sarbutts. The notice on the front gate to the Playing Field needs updating. A quote for a replacement sign for the White Zone Gym Equipment and the sign on the front gate including installation from Signs For You is £142.88 plus VAT and from Signs Express Ipswich is £199 plus VAT. Mr R Nunn proposed to replace the signs using Signs For You at a cost of £142.88 plus VAT and this was seconded by Mr P Richings, with ALL in favour. Assistant Clerk to check signs around the parish for necessary updates and replacements.

19/07/18 It was agreed to clear this item.

e. St Andrew's Church – Rehallowing 50 years celebration

12 e CLD 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.

17/05/18 A decision to attend the event was made at the Annual Parish Council on 10th May 2018.

19/07/18 Item cleared.

11. CORRESPONDENCE & ANY OTHER MATTERS

a. To Note Matters Arising Since Publication of this Agenda

Mr D Frances reported that there was a Speedway sign left abandoned on Broadlands Way. The Clerk to contact Foxhall Speedway to ask them to collect it.

b. Date and Place of Next Meeting – Thursday at 7.30pm at Tower Hall

c. Other Dates to Note

Monday, 23rd July, Allotment Advisory Management Panel, 6.30pm walkabout at the allotments followed by a meeting at the Village Hall Committee Room

Wednesday, 25th July, Chair; Vice-Chair and Clerk meet Planning Team regarding Draft Suffolk Coastal Local Plan, SCDC Offices, 12-1pm

Thursday 9th August, General Purpose and Finance Meeting, Village Hall, 7.30pm

Thursday 16th August, Public participation drop in sessions for the Draft Suffolk Coastal Local Plan, Rushmere Village Hall Humber Doucy Lane, 4 - 7.30pm

Tuesday 4th September, Cemetery Panel Meeting, 6.45pm walkabout the Cemetery followed by a meeting at the Village Hall Committee Room

Tuesday, 11th September, Beacon Working Party Meeting, 10.00am, Parish Office, Tower Hall

12. DETERMINATION OF ITEMS FOR FUTURE AGENDA

Parking prevention measures at 49 Claverton Way

13. CLOSE OF MEETING

The Chairman closed the meeting at 9.32 pm.