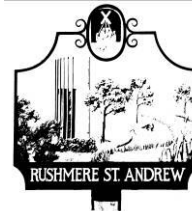




# Rushmere St. Andrew Parish Council

[www.rushmerestandrew.onesuffolk.net](http://www.rushmerestandrew.onesuffolk.net)

*"Seek The Common Good"*



Minutes of the Parish Amenities & Services Committee meeting held on 16<sup>th</sup> May 2019 at TOWER HALL  
at 7.30pm

CHAIRMAN: Mr J Wright

COMMITTEE MEMBERS PRESENT: Mr B Ward, Mr C Griggs, Mr D Francis, Mr R Nunn, Mr P Richings, Mr J Westrup, Ms C Evans, Mrs M Brown, Mrs S Todd, Mr M Newton, Mr R Whiting, Mrs B Richardson-Todd, Mr J Wright

OTHER COUNCILLORS PRESENT:

APOLOGIES: None

CLERK: Mrs S Stannard

ASSISTANT CLERK: Mrs S Jenkins. Minutes taken by Mrs S Jenkins

ALSO PRESENT: 0 Members of the Public

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

## 1. ELECTION OF CHAIRMAN OF THE PARISH AMENITIES AND SERVICES COMMITTEE

Mr J Wright asked for nominations for Chairman of the Parish Amenities & Services Committee for the forthcoming year.

Mr R Nunn nominated Mr J Wright and this was seconded by Mr J Westrup. There were no other nominations. Mr J Wright was duly elected unopposed as Chairman – Resolved: Carried with ALL in favour.

## 2. APOLOGIES & APPROVAL OF ABSENCE, PROTOCOL AND CONDUCT REMINDERS

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

There were no apologies to note.

## 3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 21<sup>st</sup> MARCH 2019

Mr M Newton proposed acceptance of the minutes, seconded by Mr P Richings, with ALL in favour. The minutes were duly signed as a correct record.

## 4. DECLARATIONS OF INTEREST

Mr Newton declared a local non-pecuniary interest as a member of East Suffolk Authority and 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 County Council he may be asked to reconsider any matter from this meeting at 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 County level before coming to a decision.

There were no other declarations made.

## 5. 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 P Richings reported:

- 155 The Street was for sale by auction on 15/05/2019. The guide price for 155 The Street, Rushmere Village had not been met but there was a lot of interest.
- He attended the SNT meeting in Woodbridge on 16<sup>th</sup> May where drug usage and anti-social behaviour were discussed, drug paraphernalia found by Norse is to be logged on a map. The public can report any problems via the police website <https://www.suffolk.police.uk/contact-us/report-something> (it was agreed by ALL to place an article in the Parish Newsletter in order to make the public aware of the website). It is expected that more homeless people will move further outside of Ipswich Town Centre in the Summer months and Kesgrave Youth Clubs have reopened.
- The trees in Broadlands Way have been pruned back.

Mr D Francis reported that a member of the public had informed him that the trees in Gwendoline Footpath were overgrown. Mr D Francis to investigate and report back. He also reported that the A Frame signs outside the Golf Hotel had been taken down after the Clerk had reported it.

Mr D Francis reported that the brick seat on the roundabout on Broadlands Way near Shrubland Drive is covered in rubbish. The Assistant Clerk to report to Suffolk Highways.

Mr M Newton reported that the area outside 1 Ditchingham Grove was overgrown. The Clerk to report this to East Suffolk Council.

## 6. ALLOTMENTS

### a. Update and Any Queries from Councillors

Mr J Westrup reported that there were no vacancies and a small waiting list of 4 people.

Mr P Richings, supported by ALL asked that congratulations and thanks to be given to Mr J Westrup for the excellent management of the Allotments.

### b. To Note Conclusion of the Pest Control Contract at the Allotments and the Ponds

Suffolk Coastal Norse have confirmed that regulations in respect of baiting have recently changed and you are not able to permanently bait anymore. They have advised treatment as and when it is required rather than retain a Pest Control contract. They have left the boxes in-situ for this reason.

**INF** Mr R Potter reported evidence of rats at the allotment. As no private baiting is permitted the Assistant Clerk is to contact Suffolk Coastal Norse to investigate and take the appropriate action.

16/05/19 The Assistant Clerk reported that Suffolk Coastal Norse had placed down 2 boxes containing bait and 2 traps which were placed inside the compost bins. On their second visit none of the bait was taken, the traps hadn't gone off and there was no evidence of fresh activity, so the boxes and traps were removed. The allotment holder who had reported the problem advised Suffolk Coastal Norse that he was going to tidy the area up and try and rat proof the bins further. The Assistant Clerk to report back to Mr R Potter.

## 7. ENVIRONMENT AND LEISURE

### a. **CLD** Progress Report on the Replacement of the Perspex on the Damaged Notice Board

The x 2 wooden noticeboards at The Limes Pond and Brookhill Way are in a poor state of repair and will need looking at next year. Mr J Westrup reported there was a spare noticeboard at the Allotments that could be used to replace one of the noticeboards. The other noticeboard to be replaced in 2019/20.

15/11/18 Included new noticeboard in 2019/2020 budget. Assistant Clerk to liaise with Mr R Potter on replacing the damaged Perspex on the noticeboard at Arundel Way with a new sheet of Perspex.

17/01/19 Mr R Potter has provided the Assistant Clerk with the dimensions of the sheet of Perspex required for the Notice Board on Arundel Way (695x966x4mm). Ipswich Plastics have quoted £ 100.75 Mr P Richings proposed to accept the quote of £100.75 from Ipswich Plastics to produce the Perspex sheet for the notice board in Arundel Way, seconded by Ms C Evans and agreed by ALL.

21/03/19 Ipswich Plastics have delivered the Perspex sheet to the Parish Office. The Assistant Clerk to organise installation.

16/05/19 The Assistant Clerk and Mr R Potter installed the Perspex sheet on 28<sup>th</sup> March 2019. It was agreed by ALL to clear this item.

**b. INP Update on the Wildlife Board at Chestnut Pond**

19/07/18 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.

20/09/18 Following the Mill Stream and Sandlings Local Nature Reserve Walkabout on 19 September it was decided to ask James Baker to contact the illustrator for costs to produce pictures for a new wildlife Board with a central picture of the pond surrounded by other pictures on local information/history.

15/11/18 Mr Baker from Greenways has been in contact with an artist that they use for information boards on the Sandlings/ Mill Stream LNR. He has asked if there is any interesting facts/ history to include on the noticeboard. Mr Baker will inform the Clerk of dates to meet with the artist. A meeting is to be arranged with interested parties who have any knowledge of the pond. The Assistant Clerk to place an article in InTouch to request information about the pond.

17/01/19 An article was placed in InTouch to request that anyone with information on Chestnut Pond get in touch with the Parish Council. No one has responded. There has been an initial discussion between the artist and Mr J Baker (The Greenways Project) about the board and a further update on the notice board has been requested.

21/03/19 James Baker came into the Parish Office on Wednesday 20<sup>th</sup> March to discuss the text and pictures for the Wildlife Board with the Clerk and Assistant Clerk. Thanks, were noted to Mr R Whiting for funding. The Clerk reported that 50% of the money has been received and that the balance will be received in May. Consideration will be given to the reallocation of funding from the late Mr A Eaton.

16/05/19 The artist is working on the information board. It was agreed by ALL to recommend to the Parish Council to earmark funding from the late Mr A Eaton for an alternative use/project.

**c. NEW → To Report on Fallen Tree at Limes Pond**

A fallen tree at Limes pond was reported by SCL Landscape Management. They made the site safe and due to the threat to public safety delegated authority from the Chairman and Clerk was used to instruct SCL Landscape Management to complete the work and clear the site at a cost of £105 plus VAT.

Mr J Wright reported that the lock on the gate at Limes Pond had rusted and needed removing and replacing. The Assistant Clerk to investigate and take the appropriate action.

**d. NEW → Report on Rotten Hawthorn Tree at Kelvedon Play Area**

The Assistant Clerk reported that delegated authority was used to instruct SCL Landscape Management to remove the top of a rotten hawthorn tree at Kelvedon Play Area as a matter of public safety. The cost was £130.00 plus VAT.

**NEW →** A resident in Ickworth Crescent whose garden runs along the back of Kelvedon Play area has expressed concern about the height of the hawthorn trees in the Play Area. SCL Landscape Management have provide a quote to cut back the trees but Mr J Wright has inspected the trees and advised that they are not likely to fall over but to propose that SCL Landscape Management take another look in September to assess the situation. Mr J Wright to arrange to meet the resident to discuss further.

**e. INP To Consider Tree Inspection Survey and to Consider Quote for Recommended Work**

Due to the dangerous nature of a broken branch hanging down at Chestnut Pond delegated authority has been used to request that SCL Landscape Management cut the branch down as soon as possible. The cost is £75 plus VAT (The tree will need to be climbed in order to cut the branch down). Two broken branches have been removed.

The Assistant Clerk/Clerk to investigate the location of the trees and the cost of an inspection of those trees in the parish. SCL Landscape Management, Greenways and Tom Lyon Tree Services Ltd to be asked for quotes.

15/11/18 The Parish Clerk reported SCL initially indicated that they would be able to quote but are no longer able to quote for the inspection at this time. Greenways is not able to do this work. Greenways indicated that they would be able to ask Ipswich Borough Council for a quote. We have not received this quote yet. The Clerk contacted Tom Lyon Tree Services Ltd and Owen Acres Tree Services and is waiting for quotations. The Clerk to also ask Ben Miller from Acorn Trees for a quotation. It was agreed that the company performing the inspection must be able to issue a certification of inspection. When the inspection is done, they should be asked to also note any trees on private property that are a possible problem so that the landowner can be written to. Proposed by Mr P Richings to agree to the use of delegated authority by the Chairman of the Council and the Clerk to appoint a company to complete tree inspections, seconded by Ms C Evans and agreed by ALL.

17/01/19 The Assistant Clerk has received a quote from a colleague of Tom Lyon, Jason Mcphie at Arboreal Associates (Creeping St Mary). To perform an initial tree safety survey at 10 sites around the parish is £1,675 with any additional site visits charged at £75 per hour. The survey includes a survey of the significant trees over 100mm diameter and to provide an arboricultural safety report.

Owen Akers Tree Services are not able to quote as they do not have the right qualifications to be able to provide a certificate. They have offered to quote for work as a result of the Tree Survey and to be available for emergency call out in high winds.

A request for a quote has been sent to Borough Landscapes (Ipswich Borough Council) and to AlisonK-Arbiculture (Ipswich) but no quotes have yet been received as they were only sent out in the last 2 days once it became clear all but one of the current companies could not quote.

It was agreed to wait for the outstanding quotes and for the Assistant Clerk to source further quotes.

21/03/19 AlisonK-Arbiculture decided to not quote at present. The Assistant Clerk has received a quote from Ipswich Borough Council for £1,680 plus VAT.

Mr R Whiting proposed acceptance of the quote for £1,680 by Borough Landscapes to carry out a tree inspection in Rushmere St Andrew Parish, seconded by Mr M Newton and agreed by ALL.

16/05/19 The Assistant Clerk reported that Ipswich Borough Landscapes had completed the tree survey and had provided a certificate of completion. Copies of the tree survey were passed around to the councillors. It was agreed by ALL that 3 quotes for the recommended work should be obtained and considered at the next PA&S meeting and that any work should be carried out within the recommended 6 months.

**f. Report on Mill Stream and Sandlings Local Nature Reserve Walkabout**

The Assistant Clerk reported that the Mill Stream and Sandlings Local Nature Reserve Walkabout was on Monday 13<sup>th</sup> May 2019 at 10.30.

Those present were Mr P Richings, Mr D Francis, Mr R Nunn, Mr J Westrup, Mr J Wright, Mrs S Jenkins (Assistant Clerk), Mrs S Stannard (Clerk) Mr J Baker (Greenways Project), Mr P Ross (Suffolk Coastal Norse)

The Assistant Clerk reported the following:

- Mr Baker advised clearing patches of woodland to provide more space for the eco systems to flourish. Mr Wright agreed to write an article for the Parish Newsletter explaining why this is a good idea to the public.
- The wooden sleepers on the slope leading down to The Sandlings are rotten. It was decided they should be removed and to create one path across the width of the slope. The steps will stay as they are.

- The John Klaschka bench is loose in the ground. SCL Landscapes to quote for anchoring the bench securely to the ground.
- Evidence of dumping of garden waste outside the back of houses.
- Bixley Lane at the Bladen Drive end has overgrown trees and brambles that need cutting back. Contact Chater to ask them to do this.
- Greenways agreed to clean the Information Boards.
- It was decided to open up the walled area by the dammed pond.

Mr P Richings reported that the views from the footpaths were excellent. The work done by Greenways had settled in well and there were signs of lots of wildlife being encouraged in the area.

#### **g. INP To Consider the Relocation or Addition of a Litter Bin at Chestnut Pond**

An email was received from Dr Wood requesting that the litter bin at Chestnut Pond be moved to a more visible and convenient location.

The cost of a new litter bin with base and installation is £225 plus VAT.

It was proposed by Mr C Griggs that councillors meet at Chestnut Pond and review the position of the litter bin, seconded by Mr R Whiting and agreed by ALL. 16/05/19 Councillors Mr P Richings, Mr D Francis and Mr J Westrup and the Clerk and Assistant Clerk met at Chestnut Pond on Tuesday 14<sup>th</sup> May at 10.00am. It was agreed to recommend to the PA&S Committee to install a new additional bin by the 'Do not feed the ducks' sign. Mr J Wright mentioned that there were drainage pipes in this area, and this should be investigated further prior to installation of the litter bin. It was proposed by Mr P Richings that an additional bin be installed next to the 'DO not feed the ducks' sign at Chestnut Pond, seconded by Mr B Ward and agreed by ALL.

## **8. PLAY SPACES**

### **a. Update on Play Area Inspection Reports**

16/05/19 Grass has seeded itself into the mulch surfacing at Tower Hall Play area. SCL Landscape Management has been asked to look at this as part of their current contract.

The gates at Yew Tree Play Area are not working correctly and one is leaking oil. This will be discussed under section 8b.

**INP** It was agreed to appoint someone to do a visual inspection of the play areas between the quarterly inspections. Mr R Potter has agreed to do a visual inspection at Broke Hall Playing Field, Kelvedon Play Areas and Tower Hall Play Area (until December 2019 only), Mr M Willis Yew Tree Play Area and Mrs M Brown Chestnut Play Area. The Assistant Clerk to provide a checklist. 16/05/19 Mr M Willis and Mrs M Brown have both received copies of the play area checklists for Yew Tree Play Area and Chestnut Close Play Area respectively. Mr R Potter is no longer able to do the checklists at Tower Hall Play Area, Broke Hall Play Area and Kelvedon Drive Play Area although he will continue to check the play areas regularly as he has done previously. The Assistant Clerk will instead do the checklists at Tower Hall Play Area and Kelvedon Drive Play Area. Mr J Wright agreed to do the checklist on Broke Hall Play Area. The Assistant Clerk to send the checklist to Mr J Wright.

Mr R Whiting asked the Assistant Clerk to check if Volunteers need a DBS. 16/05/19 There is no legal requirement.

The Assistant Clerk reported that as funding as now been received, and the inclusive roundabout has been ordered from PlayQuip. Installation is expected to be in May. 16/05/19 The installation date is now mid-end of June.

It has been reported that the paving stones on the path outside the gate at Tower Hall Play area are a potential trip hazard.

The Assistant Clerk to investigate land ownership. 17/05/19 On this occasion Parish Halls are dealing with this.

Mr J Wright reported that the grass at Chestnut Play Area needed cutting and the neighbour's hedge at Yew Tree Play Area was overgrown and the walkway from Beech Road needs a tidy up. The Assistant Clerk to investigate.



**b. NEW To Approve the Replacement and Relocation of the Gates at Yew Tree Play Area**

The Assistant Clerk reported that the seal has blown on the soft close section of the closer on the gate at Yew Tree Grove Play Area causing the fluid to leak out. The gate needs a new closing mechanism. In the meantime, a 'Do not Use' sign has been placed on the gate. Mr M Willis has reported that the other gate is also problematic and will need work soon as well. The Assistant Clerk and Clerk visited the play area and would agree.

PlayQuip have quoted £468.97 to supply and install one closer unit and £781.94 to supply and install 2 closer units making a saving of £156 if both are done at the same time. It was proposed by Mr R Whiting that PlayQuip supply and install 2 closer units at £781.49, seconded by Mr C Griggs and agreed by MAJORITY.

**9. ROADS, VERGES AND FOOTPATHS**

**a. INP Update on Pedestrian Crossing on Foxhall Road near Heathlands Park**

A number of residents of Heathlands Park on Foxhall Road attended the Parish Council meeting on 12<sup>th</sup> 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.

20/09/18 Mr Richings, Mr Nunn, Mr Whiting and the Clerk met the Principal Engineer from Suffolk County Council on site. He indicated that from a technical perspective it is possible that a crossing can be provided. He will detail the proposal and make his colleagues aware of this if any funding is available to implement the scheme.

15/11/18 The Parish Clerk reported that sufficient money is available from County Councillors for the design of this scheme. The Clerk to inform Heathlands Park residents.

17/01/19 The Clerk has spoken to Luke Barber Principal Engineer, Suffolk County Council who confirms that they are busy creating a detailed design.

21/03/19 Mr R Whiting reported that the design was complete as funding was in place for the progression of the Independent Risk Assessment. The next stage is to source funding for the implementation.

Mr R Nunn to pass this information on to Heathlands Park residents.

Thanks were noted to Mr Whiting who reported on the progress of the Traffic Calming Scheme on Playford Road.

16/05/19 Mr R Whiting reported that he would fund the rest of the costs of the project from his Highways budget and that it is hopeful that it is completed this financial year. Mr R Nunn to update the Heathlands Association.

**b. INP To Consider Replacement and Relocation of Grit Bin in Foxwood Crescent**

21/03/19 A resident of Foxwood Crescent has reported a split in the Grit Bin on the grass verge on the corner of No.5. The resident also reported that the bin keeps getting knocked by cars reversing into it which pushes the grit bin into their hedge killing the plants with the grit that then falls out of the split in the side of the bin. When the Clerk and Assistant Clerk went to check the bin another resident driving past also confirmed that cars frequently reverse into the bin due to its location. Need to consider whether to replace the broken bin or to replace and relocate the bin.

The cost of a new dark green grit bin from gritbins.net £64.99 plus £17 delivery (Total £81.99)

The cost of a recycled black grit bin from gritbins.net £44.99 plus £17 delivery (Total £61.99)

It was proposed by Mr R Whiting to send a letter to residents of Foxwood Crescent to gauge their opinion on the location and necessity of the grit bin, seconded Mr M Newton. Resolved with majority in favour.

16/05/19 The Assistant Clerk reported that a questionnaire was sent out to all residents in Foxwood Crescent about the location of the grit bin. 15 replies were received. The replies and the information contained in the Suffolk County Council Grit Bin Guidance and Application Procedure were considered by councillors. It was proposed by Mr R Whiting to replace the grit bin in its current position, seconded by J Westrup and agreed by MAJORITY.

## **10. Beacon Event 11 November 2018 – Update**

### **a. INP Update on Legacy Tree Planting and Time Capsule Project at Broke Hall School**

At the Beacon Working Party Meeting on 6<sup>th</sup> December 2018 the Assistant Parish Clerk reported on the actual final figures compared to the budget previously agreed by the Beacon Working Party. The amount for legacy and payment for volunteer services is £2,671.53.

The Assistant Clerk provided an update on The Broke Hall School Tree Planting project, a project to be funded by legacy. Mr J Baker from the Greenways Project has agreed to help with the planting of a hedge at the school. The plants will be purchased from Swann's Nursery. The Assistant Clerk met with Mr Pollard from Broke Hall School and they have agreed for year 5 to take part in the hedge planting project which will include the burial of a time capsule under a dedication plaque. It was suggested that funding be set aside for maintenance of the hedge. Mr J Wright produced photographs of Willow tunnels which the Assistant Clerk was asked to take to Mr Pollard for opinion. Planting is set for March 2019. The Assistant Clerk was asked to keep Councillor and School Governor Mrs S Todd updated.

21/03/19 The planting of the 100 trees at Broke Hall School took place on Monday 11<sup>th</sup> March attended by Councillor James Wright, Councillor Mirabel Brown and the Assistant Clerk. The year 5 children had a great time and learnt a lot about the environment thanks to James Baker and volunteers from The Greenways Project. Photographs and a link to a short film published by the East Anglian Daily Times can be found on the parish website at <http://rushmerestandrew.onesuffolk.net/>. Broke Hall School has also put a link to the Rushmere St Andrew Parish website and a short article about the event. The next stage is for the year 5 children to complete work to fill the time capsule which will be buried along with a dedication plaque on Thursday 23<sup>rd</sup> May at 10.45 at Broke Hall School. An official invitation will be sent out.

16/05/19 The Assistant Clerk reported on a meeting with Mr S Pollard at Broke Hall Primary School on Tuesday 14<sup>th</sup> May. The trees are already knee high and growing well. The contents of the Time Capsule were ready and Broke Hall Primary School are going seal the time capsule so that it is dry and ready for burying on Thursday 23<sup>rd</sup> May. The time capsule will be laid by the retiring caretaker and the plaque (which has already been cemented into the ground) will be dedicated by a member of the Parish Council along with 2 year 5 pupils. It was agreed that Mrs M Brown should dedicate the plaque. The ceremony will take place in front of the whole school at 10.45am. Councillors to arrive at the school at 10.30am and ask for Mr Sam Pollard. A press release will be sent out by the Assistant Clerk on Monday 20<sup>th</sup> May.

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

### **a. To Consider Replacement of Play Equipment at Broke Hall Playing Field**

17/01/19 The Assistant reported that to supply and install 2 x pair of 5-a-side Anti Vandal Football Goals 12ft x 4ft at £4,290 and to dispose of old goals is £327. To supply and install Basketball Post including back board, stainless steel ring and net is £1,373.90

The Assistant Clerk to source further quotes to replace the goal posts at Broke Hall Play Area. The Clerk will check ownership of the goal posts on The Sandlings.

21/03/19 The Assistant Clerk confirmed the Parish Council owns the goals on The Sandlings. The Assistant Clerk reported that another quote for replacing the goal posts at Broke Hall Playing Field and /or The Sandlings has been received.

Fitness-sports quoted £4,298 to provide and install 2 x mini anti-vandal goal posts (3000mm x 1000mm) and to remove the existing goals. Goal not full steel as sides are HDPE (**High-density polyethylene**) and vulnerable to damage.

PlayQuip have provided a new quote as follows:

£4,390 to provide and install a pair of full steel anti-vandalism goals 12ft x 4ft and to remove the existing goals. PlayQuip have also quoted £4,330 per pair of goals for Broke Hall Playing Field and The Sandlings if we order two pairs, saving £120 overall.

£550 to move goals in 2020-21 budget so to consider replacing the goals at this time meanwhile the Assistant Clerk to keep report back on any changes to the risk level.

16/05/19 Agreed by ALL to clear.

## **11. CORRESPONDENCE & ANY OTHER MATTERS**

### **a. To Note Matters Arising Since Publication of this Agenda**

Rev Heather Marsden has advised that they would be very glad to host a defibrillator training session for the village residents. The Assistant Clerk to research possible organisations to assist with this.

### **b. Dates to Note**

Tuesday 21<sup>st</sup> May, Annual Parish Meeting, Village Hall, 7.30pm

Thursday 23<sup>rd</sup> May, Beacon Legacy – Time Capsule & Plaque Dedication, Broke Hall School, 10.45 am

Monday 3<sup>rd</sup> June, Suffolk Coastal SALC area meeting, Riverside Centre

Thursday 13<sup>th</sup> June, GP&F Meeting, Tower Hall, 7.30pm

Thursday 20<sup>th</sup> June, Allotment Advisory Panel Meeting, The Parish Office, 10.00 am

Thursday 11<sup>th</sup> July, Parish Council Meeting, Village Hall, 7.30 pm – Please can councillors arrive at 7pm for a photograph shoot.

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

None

## **13. CLOSE OF MEETING**

The Chairman closed the meeting at 9 pm