



Rushmere St. Andrew Parish Council

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"Seek The Common Good"



Minutes of the Parish Amenities & Services Committee meeting held on 19th SEPTEMBER 2019 at
TOWER HALL at 7.30pm

CHAIRMAN:	Mr J Wright
COMMITTEE MEMBERS PRESENT:	Mr B Ward, Mr C Griggs, Mr R Nunn, Mr J Westrup, Mrs M Brown, Mr R Whiting, Ms C Evans, Mr M Newton, Mr J Wright
OTHER COUNCILLORS PRESENT:	
APOLOGIES:	Mr P Richings (Family Commitment), Mrs B Richardson-Todd (Family Commitment), Mrs S Todd (Family Commitment), Mr D Francis (Other Commitment)
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. APOLOGIES & APPROVAL OF ABSENCE, PROTOCOL AND CONDUCT REMINDERS

The Chairman reminded 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.

Apologies were noted as detailed above. Mr R Nunn proposed acceptance of reasons for councillor absence, seconded by Mr M Newton with ALL in favour.

2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 18th JULY 2019

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

3. DECLARATIONS OF INTEREST

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.

Mr Newton declared a local non-pecuniary interest as a member of East Suffolk 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.

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

None

5. ALLOTMENTS

a. Update and Any Queries from Councillors

Allotment Manager, Mr J Westrup advised that letters had been sent out to allotment holders whose plots were not maintained to ask them to either work on their plot to bring it up to an acceptable level or they will be asked to leave.

New reports have been received by the Allotment Manager of evidence of rodent activity including 3 dead rats. The Assistant Clerk has contacted Suffolk Coastal Norse to arrange a meeting between them and the Allotment Manager to address the problem.

Mr Westrup reported that he had still not received a call from Suffolk Coastal Norse to arrange a meeting at the allotments about the rats. It was decided the Assistant Clerk should chase Norse once more but then look for another Pest Control Company to take a look.

b. To Approve Tenancy Fees October 2019- September 2020

The Clerk distributed a draft budget for the Allotments for 2020/21 and provided councillors with more information regarding this. The tenancy fees for 2020 was discussed. The fees had not been increased for 5 years. It was felt that it was necessary to increase rents at this time. Mr J Wright proposed that it be recommended to PA&S that rents and manure bin charges be increased from £25 to £ 27.50 for half a plot; from £50 to £55 for a full plot and from £5 to £5.50 per manure bin. This was seconded by Mr R Whiting and agreed by ALL.

c. **NEW** → To Approve Cutting of Overgrown Hedge at Allotment

The hedge on the left of the allotment adjacent to the stables needs attention as it is overgrown and it is impacting on allotments at this end of the allotment site. Mr Westrup met with the owners of the tables and they have given permission for the hedge to be cut and to allow contractors on their land as it would be best done from their land. The Clerk reported that she received a quote from SCL Landscape Management for £1,550 + VAT to cut the hedge. The Allotment Management Advisory Panel recommended that the hedge be cut to PA&S Committee. Mrs M Brown proposed that SCL Landscape Management Ltd be appointed at a cost of £1,550 + VAT to cut the hedge at the Stable side at the allotments as per their quote, seconded by Mr R Whiting and agreed by ALL.

d. **INP** Update on Pest Control

18/07/19 The Assistant Clerk advised that the Allotment Manager reported a rat problem on Plots 8A 8B & 8D with rat holes evident on plot 8D. Suffolk Coastal Norse have visited the Allotments but could not see evidence of rats. They will revisit on Friday 19th July 2019.

19/09/19 See item 5a.

6. ENVIRONMENT AND LEISURE

a. **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 20th 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.

18/07/19 The Clerk reported that the pictures for the board had been completed and that it was expected to be installed within the next 2 months.

19/09/19 Mr James Baker from Greenways reported that he was going to meet the designer to draw up a draft of the board. He will forward this to the PC in due course. It is estimated that the cost for the board will be £1,500. The Parish Council has received grant funding of £2,000. The Clerk reported that she asked Mr Baker for a quote to add a box to the information board where leaflets can be stored about walking routes, wildlife at the pond, etc. Awaiting quotation for this.

b. INP Update on Implementation Recommendations from the Tree Inspection Survey

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-Arboriculture (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-Arboriculture 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.

18/07/19 The Assistant Clerk reported that 3 quotes have been received to carry out the work recommended by the Tree Inspection Survey.

Acorn Trees £1,350
Tom Lyon Tree Services £1,550
SCL Landscape Management Ltd £1,855

Mr C Griggs proposed that Acorn Trees be appointed at £1,350 to carry out the work in September 2019, seconded by Mr R Whiting and agreed by ALL.

19/09/19 The Clerk reported that the work had been completed and an invoice has been received from Acorn Trees. Mr J Wright confirmed that Acorn Trees had done an excellent job. The Clerk to check with SALC if legally an invoice for the work on the burnt tree at Broke Hall Playing Field can be sent to the homeowner whose fire caused the damage.

c. INP Update on Maintenance on Chestnut Pond

18/07/19 The Clerk reported that Mr J Baker from Greenways had looked at the edging around Chestnut pond and had advised 3 options.

1. To knock loose posts out and add new sweet chestnut posts that would match the current posts.
2. Remove a few more posts to create a gentle edge around the pond which will be better for the wildlife.
3. Do nothing

Option 1 and option 2 would cost £150 plus VAT.

Mr C Griggs proposed option 2 that Greenways be appointed to carry out to remove a few more posts to create a gentle edge around the pond at a cost of £150 plus VAT, seconded by Mr R Whiting and agreed by ALL.

The branches on the willow trees at Chestnut Pond need lifting to increase visibility of the pond and briars at the back of the pond need cutting back. It was agreed to ask Acorn Trees to do this when they do the Tree Inspection work.

SCL Landscape Management Ltd have quoted £250 plus Vat to remove the branch on the willow tree at the rear of the pond where a swing is frequently attached. It was proposed by Mr J Wright that SCL Landscape Management Ltd remove the branch at the quoted price of £250 seconded by Mr R Whiting and agreed by ALL.

19/09/19 The Assistant Clerk reported that on 16 September 2019 SCL Landscape Management completed the works to the willow tree branch that the swing was on including removing the storm damaged limb in the crown of the tree. They have also lifted the willow at the front of the pond to increase visibility. Greenways have completed the work at the Chestnut pond.

d. NEW → To Consider and Approve Replacement of Wooden Bollards at Chestnut Pond

The Clerk advised that the two wooden bollards are missing either side of the removable metal bollard at Chestnut Pond, so theoretically cars could be driven onto the site. Greenways provided a quote to replace and install the two bollards (in local oak) for £60 + VAT. Mr R Whiting proposed that Greenways install two bollards for £60 +VAT and that a lock should be purchased for the other post, seconded by Mr R Nunn and agreed by ALL.

e. NEW → To Consider and Approve Removing Canadian Pond Weed from Limes Pond

The Clerk was asked to contact Greenways about the state of the ponds. Greenways advised that overall the Limes pond looks very good. The water is clear and the various lilies and emergent plants look good. There clearly is rather too much of the non-native oxygenating weed, Canadian pondweed, in there, but this is not a huge or instant problem. It can become invasive like this and inevitably adds to the unwanted nutrient loading when it dies and rots at the bottom. So, ideally – removing some of it in September/October and leaving the material on the side of the pond (temporarily) to allow life to get back into the water – would be helpful.

Greenways quoted £150 to remove the weed. Some areas may be too deep/inaccessible etc, but this would enable them to remove enough of the weeds to reduce the amount falling dead to the bottom of the pond. They would leave the weed near the edges of the pond for aquatic wildlife to be able to return to the water (but hopefully fairly discretely, along the back edge mostly).

Mr R Nunn proposed that Greenways be appointed to remove the Canadian Pond Weed from Limes Pond and any rubbish at £150 plus VAT, seconded by Mr R Whiting and agreed by ALL.

Mr J Wright mentioned that the weeds near Lamberts Lane were affecting visibility. The Assistant Clerk to ask SCL Landscape Management to cut the weeds back.

f. NEW → To Consider Request to Secretary of State Regarding Bixley Lane Claim

The Clerk advised that she contacted Suffolk County Council and was advised that our claim for Bixley Lane to be added to the definitive map remains on the backlog of cases in the high priority category for future investigation. There are currently 9 cases ahead of Bixley Lane.

Since more than 12 months has passed since the formal application was submitted and it has not yet been determined, the parish council does have the right to ask the Secretary of State to direct the County Council to determine this application within a set timescale. The Secretary of State would then ask Suffolk County Council to explain their priorities and why this claim has not yet been determined and would consider their response before deciding whether or not to issue a direction.

The Clerk has looked into submitting an appeal and advised that there is no fee for submitting an appeal to the Secretary of State. Only the original applicant can submit an appeal. It is known as a Schedule 14 appeal and the Clerk has completed a draft application and collated all the supporting information to be submitted with the application should the Council want to proceed with this application. The Parish Council will need to notify Suffolk County Council that they have lodged an appeal.

7. 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.

18/07/19 The Assistant Clerk reported that SCL Landscape Management Ltd have treated the area where the grass has seeded itself into the mulch.

The Assistant Clerk reported that the All-Inclusive Roundabout has been installed on Broke Hall Playing Field and the gates have been installed at Yew Tree Play Area.

The Assistant Clerk reported that the July Play Area Inspection reports had identified 2 high priorities as listed under items 7b and 7c and 3 x medium risks (cradle seats and the multi-pondo at Chestnut Play Area and the swing seats at Kelvedon Play Area) that would need to be looked at in the next 12 months.

19/09/19 Volunteer inspection only. Next PlayQuip inspection due October 2019.

Volunteer inspection at Broke Hall flagged up creepers overhanging on west side need cutting back as some are very sharp. The Assistant Clerk reported SCL Landscape Management have been asked to cut them back as part of their contract and they have scheduled to do it early next week.

b. INP Update on Repair of Wet Pour Surfacing on the Play Areas

18/07/19 The Assistant Clerk reported that the PlayQuip Maintenance Inspection Reports flagged up issues with the wet pour surfacing at Tower Hall Play Area. There are gaps which are a trip hazard and at points the wet pour can actually be lifted up. Medium Risk. PlayQuip have inspected the area again and quoted in total £639.73 to repair all surfacing issues at Tower Hall Play Area. It was proposed by Mr J Westrup for PlayQuip to repair the surfacing at Tower Hall Play Area at £639.73, seconded by Mr C Griggs and agreed by ALL.

19/09/19 The Assistant Clerk reported that PlayQuip completed the wetpour repair to the surfacing at Tower Hall Play Area but on inspection by the Assistant Clerk and Councillor James Wright it was decided the work was not up to their usual standard. The Assistant Clerk contacted PlayQuip and the Manager Mark Sherman came the next day to meet with eh Clerk and Assistant Clerk to look at the surfacing. It was agreed that some areas need to be redone. This work was completed by PlayQuip the next day and is now considered to be up to their usual high standard.

c. INP Update on Repair of Kompan Multi Play Unit at Broke Hall Playing Field

The Assistant Clerk reported that the PlayQuip Maintenance Inspection Report for July had increased the risk of the rubber connectors on the Kompan Multi Play Unit at Broke Hall Playing Field from 10 to 12. The rubber connectors have badly deteriorated, with sticky residue transferring like wet paint or tar. They advise consideration being given to either replacing the rubber connectors or putting the equipment out of use.

There is a 1 year warranty on the rubber connectors. They should last 5-6 years. PlayQuip have quoted £3,367.72 to completely dismantle the unit, remove all of the connector balls and replace with 17 new genuine Kompan connectors then reassemble. Mr J Westrup proposed to accept the quote from PlayQuip at £3,367.72 to repair the rubber connectors, seconded by Mr R Whiting and agreed by MAJORITY.

19/09/19 The Assistant Clerk reported his is to be completed once the weather cools down, within the next week.

d. NEW → To Consider and Approve Replacement of Basketball Net at Broke Hall Playing Field

The Assistant Clerk reported that an email has been received from one of the volunteers who lock Broke Hall Playing Field gates with a request from a group of individuals at the playing field who asked if the basketball hoop could be repaired or replaced as the hoop is damaged. PlayQuip reports highlight this although the risk is only 6. However, the hoop is not fit for its intended purpose. PlayQuip have quoted £696.71 to remove and dispose of the existing hoop and replace with a heavy-duty vandal resistant stainless-steel hoop and net with a high-density Polyethylene backboard with an orange peel texture finish.

Another option is to replace the basketball hoop with a 3 metre width anti-vandal Muga goal with stainless steel basketball hoop and back board into grass at £4,957.75 including installation.

Mr C Griggs proposed the installation of a basketball net and the removal and disposal of the old basketball hoop by PlayQuip at £696.71 at Broke Hall Playing Field, seconded by Mr J Westrup and agreed by ALL.

e. NEW → To Consider the Addition of Picnic Bench/es at Broke Hall Playing Field

Councillor Mark Newton has suggested placing picnic benches at Broke Hall Playing Field as lots of families use this area. PlayQuip have quoted £701.77 to supply and install a recycled plastic bench (maintenance free) with ground anchors. Length 1.55m x height 0.78m x width 1.42 m Weight 102kg and £785 for a wheelchair accessible bench.

Mr M Newton advised that he would be willing to fund the purchase and installation of a wheelchair accessible bench at Broke Hall Playing Field once the entrance to the Playing Field has been investigated. Mr J Wright, Mr C Griggs and the Assistant Clerk to meet onsite to discuss the entrance and other short, medium and long term plans.

8. ROADS, VERGES AND FOOTPATHS

a. INP Update on Replacement 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.

18/07/19 The Assistant Clerk reported that SCL Landscape Management Ltd have been instructed to install the grit bin when it is received by them at their premises. They will also add a wooden post behind the grit bin to

stop the bin from being pushed into the local resident's garden. The Grit Bin has been ordered from Gritbins.net and will be delivered to SCL next week.

19/09/19 The Assistant Clerk reported that the Grit Bin was installed 19/09/19. A clasp, as requested by a local resident, has been fitted to ensure the grit bin lid does not flap up in the wind which has it previously has done allowing any rain to wash through the grit polluting the underlying soil with salt. Unfortunately, a post could not be installed behind the bin due to pipes and cables on the verge. Suggestion by SCL Landscape Management to add florescent strips to grit bin to make it visible in the dark and to prevent it being knocked. The Assistant Clerk to purchase fluorescent tape.

9. INP UPDATE ON THE PURCHASE OF REPLACEMENT PADS FOR DEFIBRILATOR UNITS

18/07/19 The Assistant Clerk reported that the pads on the defibrillator units in the parish were all under 3 months to their expiry date. Mr J Westrup proposed to purchase 3 replacement pads and 1 spare at £119.60 plus Vat, seconded by Mrs B Richardson-Todd and agreed by ALL.

The Assistant Clerk to look at running a training event.

19/09/19 The Assistant Clerk reported that the new defibrillator pads had been received and the new pads have been fitted in 2 of 3 of the parish defibrillator units.

The Assistant Clerk reported that contact had been made with Rev Heather Marsden, Rushmere Baptist Church to find out suitable dates for a defibrillator Training event. The Assistant Clerk will then contact Community Heartbeat organise a date for them to put on an Awareness Session. Cost of session to be advised.

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

a. CLD To Approve Placement of Beehives

At the Allotment Panel Meeting on 20th June Mr J Westrup reported that he has been approached by an Ipswich resident who would like to have permission to place a Beehive on one of the grass areas at the Allotments.

There would be 1 tenant with up to 3 beehives installed at the back of the Allotment along with space for 1 6x4 ft shed provided they fulfil the criteria (provide evidence of a bee keeping qualification, public liability insurance and they are a member of the Local Beekeepers Association), a £50 deposit and a signed tenancy agreement.

The Assistant Clerk confirmed that the resident has provided all required documentation to satisfy the criteria. A deposit of £50 has been requested and a tenancy agreement is to be signed by the tenant.

All Allotment holders have been advised of the intention to install beehives at the Allotment. Several have expressed support. One query has been received which Mr J Wright has responded to about parking in the area of the beehives.

It was agreed by ALL to clear.

b. CLD Update on the 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 14th 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.

18/07/19 The Assistant Clerk reported that Suffolk Coastal Norse have advised the installation of the litter bin will be before Tuesday 23rd July 2019.

It was agreed by ALL to clear.

c. CLD To Appoint Volunteers to Perform Visual Inspections on Chestnut and Kelvedon Play Areas

The Assistant Clerk reported that Mrs M Brown has stepped down as the volunteer at Chestnut Play Area due to family reasons. Mrs A Bridger has agreed to take on this role.

No one volunteered for the role of volunteer at Kelvedon Play Area, Assistant Clerk to complete visual inspections.

It was agreed by ALL to clear.

d. CLD Update of Anti-Social Behaviour in the Parish

The Assistant Clerk reported that the Clerk, the Assistant Clerk and Mr J Wright met with PCSO Read on 10th July. They discussed anti-social behaviour and the need to ask members of the public to report it, which they can do this anonymously. A resident reporting seeing a scooter near the five aside goal posts on Sandlings LNR and young people smoking weed sitting on the benches which would explain the amount of litter in this area including beer cans. This has been reported to the PCSO. The PCSO has confirmed she will be monitoring the heath on the last day of term 24th July from 12 Midday. The possibility of the PCSO working late shifts at the weekends was also discussed.

e. CLD To Consider the Installation of a Connecting Path at Broke Hall Playing Field

The Assistant Clerk reported that a quote had been requested from R Butcher Surfacing Ltd (recommended by PlayQuip) who are experienced in laying paths in play areas to lay paths at Broke Hall Playing Field.

Footpath from the entrance to Broke Hall Play Area to the All-inclusive Roundabout £4,127.57 plus Vat.

Footpath from the entrance to Broke Hall Play Area to the All-inclusive Roundabout and to access other play equipment £7,663.05 plus vat.

It was decided to look at allocating funding for this in next year's budget.

It was agreed by ALL to clear.

f. CLD Update Regarding Playford Road Traffic Calming Scheme

Mr J Wright provided councillors with an update on the scheme. It was proposed by Mrs B Richardson-Todd to approve acceptance of the plans for Playford Road Traffic Calming Scheme, seconded by Mr B Ward and agreed by Majority.

It was agreed by ALL to clear.

g. CLD Update on Bell Lane Foxhall Road Junction

Mr R Whiting reported that ideas for traffic calming on the Bell Lane, Foxhall Road junction would be distributed for consultation and that Rushmere St Andrew Parish Council would be asked to comment.

It was agreed by ALL to clear.

h. CLD BEACON EVENT

At the Beacon Working Party Meeting on 6th 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 11th 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 23rd 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 14th 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 23rd 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 20th May.

18/07/19 Councillors, year 5 pupils and Broke Hall staff gathered at Broke Hall Primary School on Thursday 23rd May. The time capsule was buried by the retiring school caretaker and the plaque unveiled by Mrs M Brown and 2 pupils from year 5. It was a great success and conclusion to the Beacon Event Project. There was a full page article and photographs in the Evening Star on page 10.

Mr James Baker from Greenways will be performing maintenance work on the tree planting area over the summer. There is £506.21 left from the Beacon Event Budget for the continuation of maintenance of the area over the next 3 years in order to guarantee its success.

It was agreed by ALL to clear.

11. CORRESPONDENCE & ANY OTHER MATTERS

a. To Note Matters Arising Since Publication of this Agenda

Andrew Joliffe Loneliness and isolation public drop in at Rushmere Village Hall

b. Dates to Note

Thursday, 26th September 2019, Cemetery Panel Meeting, 6.30pm walkabout followed by meeting at 7pm Committee Room, Village Hall

Wednesday, 2nd October 2019, Newsletter and Website Advisory Panel Meeting, Parish Office at 7pm

Thursday 10th October 2019, GP&F Committee, Tower Hall, 7.30pm

Wednesday 16th October, Allotment Holders AGM, Village Hall at 7.30pm

12. DETERMINATION OF ITEMS FOR FUTURE AGENDA

13. CLOSE OF MEETING

The Chairman closed the meeting at 8.42pm