



Rushmere St. Andrew Parish Council

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"Seek The Common Good"



Minutes of the Parish Amenities & Services Committee meeting held on 21st JANUARY 2021 via a Virtual Meeting at 7.00pm

CHAIRMAN:	Mr J Wright
COMMITTEE MEMBERS PRESENT:	Mr B Ward, Mr P Richings, Mr R Nunn, Mr J Westrup, Mr R Whiting, Mr J Wright, Mrs B Richardson-Todd, Mr D Francis, Mrs M Brown, Mr M Newton, Mr K Driver
OTHER COUNCILLORS PRESENT:	None
APOLOGIES:	Mr C Griggs (Work Commitment), Ms C Evans (Family 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 19th NOVEMBER 2020

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

Under Other Councillors Present the addition of 'Mr K Driver'

Page 1, 4b 'Mr R Nunn' replaced by 'Mr R Whiting' reported that the hedge on the footpath beside St Andrew's Church running alongside the Cemetery was overgrown.

Page 2, 4b 'Mr R Ward' replaced by 'Mr R Nunn' reported that there was flooding on the Bell Lane/Foxhall Road corner.

Page 4, 9b Remove paragraphs from 'Mr J Wright reported that the chain link fence' to 'seconded by Mr R Nunn and Agreed by ALL'.

Amend paragraph to read '19/11/20 The Assistant Clerk reported that as per approval to replace the fence at the Parish Council Meeting on 9th July 2020, SCL Landscape Management has confirmed the fencing at Beech Road has been started and should be completed'.

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.

[Mr B Ward joined the meeting].

4. PUBLIC PARTICIPATION

a. To Identify Public Participation with Respect to Items on this Agenda

None

b. Public Forum – Members of Public/Parish Councillors May Speak on Any Matter

Mr D Francis reported on that trucks and diggers were driving over the pavement at Chater's Bladen Drive compound and spreading mud making the pavement slippery and that the gateway meant vehicles moving over pavements. The Assistant Clerk was asked to report this to Suffolk County Council Highways Department.

Mr D Francis commented it was good news about the speed signs being installed on Foxhall Road.

Mr M Newton reported that as of 22 January 2020 East Suffolk would not be collecting green waste until further notice due to Covid-19.

Mr M Newton confirmed he had funding left in his Enabling Communities Budget and to let him know if anyone wanted to apply.

Mr M Newton commented on the amount of dog poo on the footpath from Tuddenham Lane to the Rugby Club field.

The Assistant Clerk was asked to investigate landownership and the cost of the purchase of a fido bin and dog poo bag dispenser similar to those on Rushmere Common to take to the next Parish Amenities and Services Committee Meeting and for Mr M Newton to check if this can be funded through his Enabling Communities Budget.

Mr J Westrup commented on the amount of fly tipping in the area around Dr Watsons' Lane and Playford Road.

Mr R Nunn commented on an article on BBC Radio Suffolk this morning concerning negative comments on the installation of new 50 mph rather than 30 mph speed signs on Foxhall Road and that one caller to Radio Suffolk complained that they had not received a response from Suffolk County Councillors despite numerous calls about the speed limit. In response Mr R Whiting confirmed that in respect of the new speed limit on Foxhall Road all requirements were met and that 50 mph is the lowest speed possible as the Foxhall Road/Bell Lane is not an urban junction. Also, all documentation from Suffolk County Council on this project is in the public domain should anyone wish to view it.

Mr R Whiting confirmed that the gateway to the Chater Compound on Bladen Drive is located next to a dropped curb.

Mr Whiting reported that the Cypress tree at Limes Pond needed cutting down before the bird nesting season. The Assistant Clerk was asked to get 3 quotes and to take to the next Parish Amenities and Services Committee Meeting. Mr J Wright cautioned the need for possible road closure when the tree is felled.

Mr Whiting commented that Route 800 was being suspended due to COVID-19.

5. ALLOTMENTS

a. Update and Any Queries from Councillors

The Allotment Manager reported that the water tanks have been installed successfully and that all plots were taken. The Assistant Clerk to send an up-to-date copy of the waiting list which currently stands at 19.

The Assistant Clerk was asked to get 3 quotes for a maintenance contract at the Allotments covering the fencing, the track and water tanks/supply and take to the next Parish Amenities and Services Committee Meeting for a decision.

6. ENVIRONMENT AND LEISURE

a. INP Update on Replacement Noticeboard at Limes Pond

The Assistant Clerk reported that Greenbarnes Ltd confirmed the noticeboard will be ready to go out this week and they will arrange delivery with SCL Landscape Management who will then advise when it will be installed and the current noticeboard dismantled.

21/01/21 The Assistant Clerk reported that the noticeboard has been successfully installed and the previous noticeboard stored by SCL Landscape Management with a view to repairing it and using it to replace another notice board, as and when required.

b. INP Update on 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.

21/11/19 The Assistant Clerk reported that the application has been submitted to the Planning Inspectorate and was acknowledged. The Planning Inspectorate included a copy of the letter that they have sent to Suffolk County Council regarding the appeal. The Inspectorate has requested more information from SCC about the stage of the application, when they would expect to issue a decision, the authority's statements of priorities, list of outstanding applications and comments on the direction requested. Suffolk County Council has until 23rd December 2019 to reply to the Planning Inspector.

16/01/20 Awaiting decision.

19/11/20 It was agreed not to clear and to instead follow up.

21/01/21 Mr R Whiting reported he is attending a meeting on 3rd February 2021 when a decision will be made.

c. NEW → To Discuss and Agree where to Reposition the Tower Hall Sign at Bladen Drive

The Assistant Clerk reported that due to Chater Homes now using the land in Bladen Drive the Tower Hall sign will need to be relocated at some point in the future. Parish Halls have agreed to the Tower Hall Sign being relocated to a yet to be agreed location in the grounds of Tower Hall, subject to the Parish Council covering all costs.

Mr D Francis suggested the sign be left where it is for now and whether Chater Homes would consider include the sign in its future plans for the site or to relocate at the top of Broadlands Way.

The Assistant Clerk read out correspondence from a member of the public regarding suitable areas for the Tower Hall Sign to be repositioned. This included the green opposite the shops on Broadlands Way.

The Assistant Clerk was asked to find out the costs of refurbishing, removing and repositioning the sign, including liaising with Chater Homes.

7. PLAY SPACES

a. Update on Play Area Inspection Reports and Other Matters Arising

PlayQuip Leisure inspected the play areas on 12th January 2021. The Assistant Clerk reported that work highlighted by the latest inspection report dated 12th January 2021 is already budgeted for in the next financial year and would be dealt with then. An urgent issue with the eyebolts fitted to the posts on the wobble board at Tower Hall Play Area is being dealt with by using delegated powers.

The Assistant Clerk reported that notices were being put up in respect of the outdoor gym equipment to advise the public they are out of use due to COVID-19, as suggested by the Police Community Engagement Officer.

b. INP Update on Additional Litter Bin at Broke Hall Playing Field

Suffolk Coastal Norse have quoted £225 plus VAT to provide and install an additional litter bin next to the bench at Broke Hall Playing Field on the Salehurst Roadside.

Mr R Nunn proposed to accept the quote of £225 plus Vat from Suffolk Coastal Norse to provide and install a litter bin at Broke Hall Playing Field, seconded by Mr P Richings and agreed by ALL. The Assistant Clerk was asked in the first instance to enquire about a litter bin with a flap to prevent wildlife pulling out the litter.

21/01/21 The Assistant Clerk confirmed that a litter bin with a flap at £300 plus VAT has been ordered for Broke Hall Play Area. Suffolk Coastal Norse are awaiting delivery from supplier.

c. INP Update on Footpath at Broke Hall Play Area

21/11/19 The Assistant Clerk reported that a quote has been obtained from R Butcher Surfacing for £4,127.57 to construct a tarmac path from the entrance to the All-Inclusive roundabout.

The Assistant Clerk to acquire 2 more quotes and report back at the next meeting.

16/01/20 The Assistant Clerk reported that one additional quote had been received for the addition of a path at Broke Hall Playing field following a site meeting between Mr J Wright and Oliver Moyse from Moyse Surfacing. They have quoted £ 2,300 plus Vat to install a footpath to the roundabout and an additional £2,500 plus VAT from the roundabout around the play equipment. We are awaiting a quote from Booth Tarmacadam following a site visit with Mr J Wright. The Assistant Clerk was asked to source other quotes.

19/11/20 The Assistant Clerk reported that further quotes had been sourced as follows:

Resin Master Ltd (no loose stones, chippings or gravel, extremely durable, low maintenance (easy to clean), good long-term investment, environmentally friendly, 10 year warranty)

The cost for this area one approx. 17 Sq. mts ££1618.50p plus vat.

Area two as above but 32 sq. mts £2133.75

From Entrance to All Inclusive Roundabout £1618.50 plus Vat

From All Inclusive Roundabout leading around all play equipment £2133.75 plus Vat

To include Picnic bench £286 plus Vat

Total for all **£4,038.25 plus Vat**

Moyse Surfacing

From Entrance to All Inclusive Roundabout £2,300 plus Vat

From All Inclusive Roundabout leading around all play equipment £2,500 plus Vat

To include Picnic Bench – No extra charge

Total for all £4,800

R Butcher Surfacing Ltd

From Entrance to All Inclusive Roundabout £4,127.57 plus Vat

From All Inclusive Roundabout leading around all play equipment £7,663.05 plus Vat

No response received despite chasing twice.

Wiles Contractors Ltd

From Entrance to All Inclusive Roundabout leading around all play equipment £6,727 plus Vat

To include Picnic Bench £439 plus Vat

Total for all £7,166 plus Vat

Mr M Newton has kindly offered funding from his Enabling Communities Budget up to £5,500.

Mr J Westrup proposed approval of quote from Resin Master Ltd for £ 4,038.25 plus VAT to lay a footpath from the entrance to the all-Inclusive roundabout and leading around all play including the picnic bench at Broke Hall Playing Field, seconded by Mr R Nunn and Agreed by ALL.

21/01/21 The Assistant Clerk reported approval has been received for funding from Mr M Newton's Enabling Communities Budget and transfer of funds was expected soon. The current expectation from Resin Master Ltd was work will take place end of March beginning of April 2021.

d. To Agree and Approve the Trimming Back of Tree Branches along the Boundary of Broke Hall Playing Field and Cuckfield Avenue

The Assistant Clerk reported 3 quotes have been received to trim back the branches along the boundary of Broke Hall Playing Field and Cuckfield Avenue.

SCL Landscape Management Ltd

To remove branches overhanging neighbouring garden on two cherry trees at broke hall and lifting lower branches out of reach of children £425.00 plus VAT

To lift lower branches on the other trees along fence line a total of £295.00 plus VAT

Total Amount £720 plus VAT

Tom Lyon Tree Services

To reduce overhanging branches on two cherry trees and to lift branches on row of trees along chain link fence.

Total Amount £600 plus VAT

Acorn Trees

Reduce cherry Trees by 30% and lift low limbs. Side back 3 field maples from garden in Cuckfield Avenue and remove all arisings. £780 plus VAT. Lift low limbs of 3 field maples and remove all arisings £120 plus VAT.

Total Amount £900 plus VAT.

Mr J Westrup proposed to agree to appoint SCL Landscape Management Ltd to trim back the tree branches along the boundary of Broke Hall Playing Field and Cuckfield Avenue for £720 plus VAT, seconded by Mr R Whiting and Agreed by ALL.

The Assistant Clerk to advise the work on the cherry trees should not be started until after frosts have stopped.

e. NEW → To Consider the Planting of a Hedgerow along the Boundary Fence of Broke Hall Playing Field and Cuckfield Avenue

Mr J Wright explained the idea of planting a hedgerow of native species in the Autumn at four trees per metre, 600 trees in total and to use local teenagers to assist with the planting.

Mr J Wright proposed to agree to the planting of a hedgerow along the boundary fence of Broke Hall Playing Field and Cuckfield Avenue and for the Assistant Clerk to research funding opportunities, seconded by Mr P Richings and Agreed by ALL

8. ROADS, VERGES AND FOOTPATHS

a. INP Update on Installation of Replacement Fence at Beech Road Passageway

19/11/20 The Assistant Clerk reported that as per approval to replace the fence at the Parish Council Meeting on 9th July 2020, SCL Landscape Management has confirmed the fencing at Beech Road has been started and should be completed this week. They are awaiting delivery of materials that didn't arrive with the original order.

21/01/21 Work completed on fence at Beech Road Passageway.

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

None

10. CORRESPONDENCE & ANY OTHER MATTERS

a. To Note Matters Arising Since Publication of this Agenda

The Assistant Clerk reported receipt of correspondence from East Suffolk Council in respect of a consultation on Open Spaces. Link to be emailed to all councillors.

b. Dates to Note

Thursday 11th February 2021 General Purposes and Finances Committee Meeting via virtual Zoom meeting at 7.00pm

Wednesday 10th February 2021 Planning & Development Committee Meeting via virtual Zoom meeting at 7.00pm

11. DETERMINATION OF ITEMS FOR FUTURE AGENDA

The installation of a Fido bin and dog poo bag dispenser on Tuddenham Lane.

Maintenance contract at the Allotments

12. CLOSE OF MEETING

The Chairman closed the meeting at 8.18 pm.