

Offton and Willisham Parish Council

Minutes of the Parish Council Meeting held at Offton & Willisham Village Hall on Monday 5th Sept 2022 at 7:00pm.

Present:	Cllr D Cattermole (V.Chair)	Cllr A Rumsey
	Cllr I Gilson	Cllr C Taylor
	Cllr A Cox	Cllr C Pinson-Roxburgh
	Cty Cllr K Oakes	Dst Cllr D Pratt
	6 members of the public	Clerk - T Davis

ACTION

1	<p>Meeting administration</p> <p>a) Chair to welcome & open the meeting Cllr D Cattermole chaired the meeting in the absence of Cllr Warnes and welcomed everyone.</p> <p>b) To present the first Annual Parish Award - APA 2022 Cllr Cattermole then announced that Ms J Hardman had been unanimously voted as the first resident to receive the award and that it was a great shame that Ms Hardman had passed away early this year. Cllr Cattermole invited Cllr Piinson-Roxburgh to speak, having known Ms Hardman for many years. Cllr Pinson-Roxburgh spoke at length on behalf of both the Parish Council and the Village Hall Management Committee of the sincere thanks and appreciation all felt towards Ms Hardman, who would be greatly missed by many. It was at this point that Cllr Cattermole presented the Offton and Willisham Annual Parish Posthumous Award 2022 to Ms Tappenden. Ms Tappenden thanked everyone and gave a speech, and said Ms Hardman would have been very embarrassed to receive the award for doing what she loved. Ms Hardman had loved the parish and had wanted to create a place for folk to meet and had thrown herself into doing just that. Members of the Public then took photographs.</p> <p>c) To consider & Approve Apologies for absence, apologies from Cllr Bye & Cllr Warnes sent in advance and these were formally accepted</p> <p>d) To receive Declarations of interest on agenda items Cllr Cox advised a non-pecuniary declaration of interest in item 8i</p>	
2.	<p>To Approve the draft minutes of 4th July 2022 and for the Chairman to sign as a true record</p> <p>a) Matters arising from the 6th June minutes - none</p> <p>b) Matters arising from 4th July minutes - minutes of 6th June</p> <p>It was at this point that the residing Chair brought in the minutes of 6th June to also be reviewed and agreed as these were not done at the last meeting (4th July) due to a lack of councillors attending in July who had been at the June meeting. <i>It was Proposed, Secoded and Unanimously agreed to accept both the draft minutes of 6th June and 4th July.</i></p>	
3.	<p>Public Participation Session (To hear reports from the County Councillor, District Councillor & Comments from the Public)</p> <p>The residing Chair invited the members of the public attending to speak in turn, only one was attending to speak.</p> <p>Resident</p> <p>The resident had attended a meeting held by MP D Poulter regarding the Pylons proposed route and gives a summary of what MP Poulter spoke about. The resident advised that:-</p>	

	<ol style="list-style-type: none"> 1. Wattisham Station Commander had advised that pylon plan would seriously affect them 2. that the least best route (after offshore) would be more towards the old route (not shown to the public in the consultation papers) or underground 3. National Grid had been surprised by the amount of opposition 4. That the consultation has been flawed and open to a legal challenge 5. Was not optimistic about undersea but it is being looked at in comparison this time 6. The final decision will be made by a politician 7. The Northern route had gone undersea and this was confirmed by a high representative in the National Grid saying this was due to the people in the area not wanting pylons 8. It seems it is similar in others areas eg: Wales and Shropshire 9. The impact of the energy crisis may not effect this proposal as it is in the future. <p>Overall the resident reported that it was a positive message from MP Poulter.</p> <p>Cty Cllr K Oakes was then invited to speak. Cllr Oakes confirmed that her report had been sent (attached in the addendum below the minutes) and that an emphasis should be made on the importance of the correct way to dispose of batteries as a fire has broken out at waste sites due to batteries not being disposed of correctly. A Cllr asked where is the best place to dispose of batteries, Cllr Oakes confirmed that the best way to dispose of batteries was at battery bins provided at some supermarkets and the recycling centres.</p> <p>Dst Cllr D Pratt was then invited to speak. Cllr Pratt advised that it has been v.quiet on return to work and a report will follow (attached in the addendum at the bottom of the minutes). Cllr Pratt reported that the Gt Bricett Business Park application had been refused and that an appeal had been made. A question was asked about the Red Lion and the mixed planning results given. Cllr Pratt advised that a buyer had expressed interest in the property at full advertise price but the sellers seem very slow in responding. Cllrs then voiced their concern over the disrepair of such an old building and Cllr Pratt confirmed that he will ask the Heritage Officers to look into this.</p>	Dst Cllr Pratt
4.	<p>Chair Report</p> <p>The residing Chair then read out Cllr Warnes report</p> <p>Sent by Cllr Warnes</p> <p>Since our last meeting I have carried out the following on behalf of the Parish Council:</p> <p>Visited the supplier of the Annual Parish Award to confirm our requirements and collected the award upon completion.</p> <p>Met with the resident with regards to their complaint about the by-way connecting Marshmoor Park and the Main Road. I have sent a separate written report for this agenda item.</p> <p>I am sorry that I have not been able to clear the ivy from the dog waste bin in Tye Lane but I will attend to this as soon as I am able.</p> <p>Cllr Cox and I have continued have helped in the delivery of household questionnaires for the Parish Plan and continue to clean the telephone box and monitor the defibrillator on a monthly basis.</p>	
5.	<p>Clerk Report, with details of emails and correspondence up to the period 29th August 2022</p> <p>Since July's meeting we have had resident communications and these have been placed on the agenda for this evening. Our Chair has visited Marshmore Park as</p>	

	<p>well as the Public Rights of Way Officer. In respect of Speeding in the Village, I have invited our local police liaison officer who arranged for the speed monitors to be carried out for us to attend the meeting this evening, unfortunately they were unable to attend but will welcome any contact from those interested in discussing the matter. Our change of banks is underway and should be completed by 30th September, I have correspondence for the current signatures and will be informing relevant organisations. The distribution and collection of Parish Surveys hit difficulties when two of our Councillors were hit with Covid and this resulted in an extension of completion date to 31st July. I am hoping to hear from all collectors this evening to confirm if we now have all responses from households. So far I have a total of 107 households responding which covers 208 people. I note that some of the questions set-up/format have caused difficulties in obtaining an answer and this is something to be taken into account should a survey be carried out in the future. Also in progress is the investigation of new emails and website, along with updating ROI's - which is on the agenda this evening.</p> <p>Once confirmation is given that all parish plan questionnaires have been collected I will analyse the results ready for presentation - how the results are to be presented will be discussed and agreed this evening by council.</p> <p>Other items waiting for feedback from outside sources still ongoing:-</p> <ul style="list-style-type: none"> Parking problems at Middlewood Cottages Fly Tipping in The Channel, The Offton Green Holly Road - bank degrading Footpath between school house and middlewood cottages Flooding in Fiske Pightle A further speeding monitor request to Police 	
6.	<p>Update on Marshmoor Park access and resident request to discuss By Way from B1078 Ipswich road to Greenstead Green</p> <p>The residing chair then referred to the report provided by Cllr Warnes given below that Cllrs had read.</p> <p>Sent from Cllr Warnes: I met with the resident who made a complaint regarding the by-way near Marshmoor Park, Offton at the last meeting. As the SCC Rights of Way Officer had sent a conflicting email on the condition of the by-way, I thought it would be useful to meet the resident in person to discuss his concerns.</p> <p>Cllr Bye also sent an email regarding the current state of this by-way, supporting the resident's complaint. She has brought this matter to Council's attention on a previous occasion.</p> <p>I met with both the resident who raised the complaint and the Chairman of the residents group. We walked along the entire length of the by-way. I can see why the resident is concerned with the condition of the by-way. It has obviously been very dry this summer, but there were still large ruts that would stop vehicles from passing along the by-way, particularly at the Marshmoor Park end. The by-way itself did not seem overgrown and it was possible to walk along, although with care due to the ruts.</p> <p>If possible could we investigate this matter further, possibly finding out who is responsible for maintaining the by-way. It might be worth also ascertaining what constitutes a passable by-way. I am aware that this is the Suffolk countryside and not a theme park, but by law does this by-way only need to be suitable for agricultural vehicles as it is at the moment. I do not think that the resident is expecting anything other than the by-way to be restored to its past status. I wonder if some sort of compromise could be possible regarding this issue.</p>	

	<p>This was discussed by Councillors and it was agreed that since the time of Cllr Warnes meeting and site visit a local landowner had helped clear the by way for another landowner wanting to use the by way for their agricultural vehicle during the harvest. So the situation has resolved itself, however it was pointed out to Cty Cllr Oakes that this should not be a way of resolving the matter in the future and was noted by Cty Cllr Oakes to pass this on to the ROW (Rights of Way) team.</p>	
7.	<p>Update on Middlewood car parking and road safety Cllr Pratt advised that BMSDC will not be providing further parking and are turning a blind eye to those parking on their front gardens. Cllr Oakes, after confirming that the surface was the same as the road, will be speaking to the speed and safety team via a new community liaison engineer now assigned. The Councillors highlighted that there is a large overspill in the evening when everyone is home, that there is no lighting and it is dangerous. Councillors also offered a suggestion of the home owners using the road up to the right which is owned by BMSDC for diagonal parking or even expanding the current layby as there is a confirmed need to expand the capacity for the homes. It was agreed that Cllr Pratt and Cllr Oakes will work together to push for expansion.</p>	<p>Cty Cllr Oakes</p> <p>Dst Cllr Pratt</p>
8.	<p>Planning & Governance Consultations</p> <p>i) BMSDC planning consultation request DC/22/03794 - Full Planning of Erection of 1 dwelling, 20 North Acres , Willisham Discussion took place in respect of the application. It was agreed that the Council wish to object to the application on the basis of over-development of the site, that it is overcrowding in a rural setting and not in keeping with the local character of the village. <i>This was Proposed, Seconded and Unanimously agreed with 1 abstention.</i></p> <p>ii) BMSDC planning consultation request DC/22/04073 - Prior Approval, change of use, Strawberry Hall, Willisham</p> <p>iii) BMSDC planning consultation request DC/22/04163 - As above, Strawberry Hall, Willisham Discussion took place in respect of both applications taken together. It was Proposed, Seconded and Unanimously agreed to support the applications</p>	<p>Clerk</p> <p>Clerk</p>
9.	<p>To discuss Parish Trees, Hedgerows and Wildflower Scheme (BMSDC deadline asap) At this point it was discussed by Councillors if there was any land on which to use the scheme for. Cllr Prat was asked how the Green in Offton was coming along. It was advised that a further consultation would be coming out to residents regarding the green. It was concluded that no participation could be made this year in the scheme.</p>	
10.	<p>To discuss the repair or replacement of the Offton Green Silver Jubilee Bench and the Bench by Flint Cottage After a short discussion it was decided that the FLint Cottage Brench can be repaired and that the Jubilee bench would be reviewed to see if the slates could be replaced and report back for the next meeting.</p>	
11.	<p>Resident Requested (multiple) & ongoing - Speeding on Bildeston Rd & Ipswich Rd A discussion took place in respect of what can be done due to the fact that many of the criteria set out by SCC Speed and Safety team prevent the parish council</p>	

	from moving forward and that the police had reported that a further monitor could not be fitted again for another 18mths. It was agreed that Cty Cllr Oakes would liaise with the Speed and Safety team to find out what could be done to slow drivers down.	Cty Cllr Oakes
12.	<p>Resident Requested - Holly Road and falling bricks from degrading bank (369693)</p> <p>The clerk reported that a resident had telephoned to advise that they had again reported problems with debris falling from the degrading bank in Holly Rd. This time a brick hit their car. The clerk confirmed that a previous report had been filed nearly a year ago, ref: 315140. During the short discussion that followed it was identified that when this had been reported before and was now nearly a year old why had nothing been done and should not letters from SCC have been sent out to the landowner. Cty Cllr Oakes confirmed that this will be investigated.</p>	Cty Cllr Oakes
13.	<p>Resident Requested - Bird Feeders and the Footpath from Tye Lane to Holly Rd</p> <p>It was confirmed by the footpath wardens on the council that the paths had been walked and they could not see any sign of bird feeders near the footpath. A blue bird feeder had been seen but it was not by the footpath. Cllr Taylor volunteered to monitor the situation should any feeders appear.</p>	
14.	<p>Outstanding ROI addendum forms to be completed</p> <p>The remaining forms were completed by those councillors attending.</p>	
15.	<p>Finance</p> <p>a) Current Bank Balances as at 31st July 2022:- Community Account = £6,546.88 Premium Account = £0.34 Premium Savings Account = £9005.30</p> <p>b) Income received - Bank Interest £0.68</p> <p>c) To review 1st Quarter accounts Cllr Cox reported that he had reviewed the accounts and everything was in order. Council had also reviewed the first quarter accounts and agreed them.</p> <p>d) To consider the SAAA appointing the External Auditor for the next 5yrs After brief information from the Clerk advising the council of the history of the SAAA it was Unanimously Agreed to remain 'opted In' and have the SAAA appoint the next external auditor for the next 5yrs.</p> <p>e) To review current quote received for Telephone box for 2023 of £400 After a short discussion it was Unanimously Agreed to accept the quote of £400 for labour on the basis this is a fixed cost and for the clerk to let them know.</p> <p>f) To confirm payments made since 4th July 2022 meeting i. Clerk Wages for August - £359.13</p> <p>g) To approve payments and authorise cheques for signature for Sept (Resolution required) i. Clerk Wages for Sept – £359.13 ii. Clerk Expenses & Office Allowance - £55.45 iii. APA Vase - £70.00</p> <p>This was Proposed, Seconded and Unanimously Agreed for all payments.</p>	<p>Clerk</p> <p>Clerk</p>
16.	<p>To discuss & review the collection of the Parish Plan Questionnaires and presentation of results</p> <p>After a short discussion it was concluded that the clerk would arrange for the results to be collated in a report, similar to the questionnaire, to be printed ready</p>	

	for the November meeting, for distribution to each household during Nov and Dec. A public meeting would then be held to discuss and decide on the way forward in January. The Clerk to place an update in The Link.	Clerk
17.	Next Meeting scheduled for Monday 7th November 2022 Dog Bin behind Limeburners near telephone exchange to consider siting	

ADDENDUM

1. Cty Councillor K Oakes Report - Sept 2022

Suffolk supports you with the cost of living

Column by Councillor Bobby Bennett – Cabinet Member for Equality and Communities

With the current cost of living pressures affecting us all, it has never been more important to ensure that people are supported to receive the right help, when they need it. In Suffolk we have several support services ready to help you, your friends or your family, if you are struggling.

The Local Welfare Assistance Scheme helps those experiencing financial hardship, including access to items like household furniture and white goods, fuel vouchers for electricity and gas top-ups, supermarket vouchers, and contributions towards increasing costs during the winter months.

Local organisations across Suffolk can apply for support, on behalf of an individual or family. These organisations include Citizens Advice Bureau, district and borough councils, health services and voluntary organisations. A list of these organisations, who will assess your circumstances and submit an application for you, is available at www.suffolk.gov.uk/FinancialHardship

After the recent spell of warm weather, it may feel a long way off now, but Autumn and Winter can be a time when energy and fuel costs rise. Suffolk's Warm Homes Healthy People is a project designed to help vulnerable people and families make their homes more energy efficient cheaper to heat. It can help you to access grants to help pay for insulation, basic draught proofing, or first-time central heating. It can also offer emergency support if you need it in the form of temporary heaters or support with emergency boiler repairs.

If high energy bills are preventing you from putting the heating on, or you know any friends, family or neighbours who need extra help heating their home, please contact Warm Homes Healthy People on 03456 037 686 or email whhp@eastssuffolk.gov.uk

There's also a wealth of support in Suffolk for families with young children.

Healthy Start vouchers help parents of children under four years old, to access healthy food and milk. Through the county's Tackling Poverty Strategy, we have been working with health visitors, and partners in the voluntary sector to support eligible families to take up the offer. We identified potential barriers to families accessing services, such as language barriers, and developed promotional materials to make the vouchers more accessible to families in need. You may be entitled to Healthy Start Vouchers if you are more than 10 weeks pregnant or have a child under 4. To check if you can apply or to find out more speak to your Midwife or Health Visitor or visit HealthyStart.nhs.uk
If your child is in receipt of Free School Meals, you may be entitled to support during future school holidays, speak to your school to find out more.

Suffolk County Council recently published its Tackling Poverty Strategy and action plan. The strategy, which has been coproduced with District, Borough and Voluntary Sector partners, along with people with lived experience of poverty, pulls together the many strands of work that have been helping people for many months, as well as looking to the future. You can view the strategy and action plan at: www.suffolk.gov.uk/poverty

Tackling poverty is a system-wide challenge and as such, the work of the Poverty Strategy will report into the Health and Wellbeing Board and Suffolk Public Sector Leaders and Suffolk's Collaborative Communities Board. Suffolk Public Sector Leaders have provided £1 million in hardship funding to support this work.

Visit www.suffolk.gov.uk/FinancialHardship where you can find a list of the support services in Suffolk.

Bus charter to deliver highest standards for passengers

It was announced on August 15th that bus passengers in Suffolk can look forward to higher standards of service following the signing of a new charter.

The charter has been signed by Suffolk County Council (SCC) and bus operators covering the county and is a key part of the Suffolk Enhanced Partnership.

The Partnership is made up of councils, operators and other stakeholders and supports the improvement of all local bus services operating in the SCC, Local Transport Authority (LTA) area and neighbouring LTA areas where services are cross-boundary.

The charter has a wide range of pledges detailing what passengers are entitled to expect before, during and after their journey.

They include:

- Information about service disruptions will be posted on bus company websites, apps, and social media.

- A recognisable bus stop, with access to up-to-date timetable and contact information, and real-time displays at major stops

- To be able to pay to travel by contactless, mobile apps or smartcards – not just cash – and tickets that are easy to understand

- Buses that are clean, comfortable, and accessible

- A clear, consistent process for complaints, feedback, and praise – with a speedy resolution

The charter also outlines the part passengers can play in helping buses run smoothly. This includes reporting damage to buses, stops, or shelters, having passes, tickets, or fare money ready as they board, and helping keep the bus clean by taking litter home and keeping their feet off the seats. The charter will be reviewed and renewed every 12 months by the Enhanced Partnership.

Suffolk Waste Partnership back national campaign to raise awareness of safe battery disposal

Suffolk Waste Partnership is backing a nationwide campaign urging people to safely dispose of old batteries in a bid to avoid starting fires in refuse vehicles

The Partnership has signed up to the Stop Battery Fires Campaign launched by national safe electricals recycling group [Material Focus](#), which aims to raise awareness of how householders can properly recycle batteries and electricals.

Batteries, or electricals containing batteries, that end up inside bins or recycling and waste lorries with other materials, get crushed in the waste or recycling process. This can result in them being punctured and self-combusting, setting fire to dry and flammable waste and recycling around them.

In June a fire at the Materials Recycling Facility in Great Blakenham, near Ipswich, which recycles waste from across Suffolk, is suspected to have been started by a battery dumped with household recycling. The fire was located deep within nearly 400 tonnes of waste and took firefighters and staff nearly two hours to extinguish.

Electricals containing batteries that tend to be discarded the most are smaller, frequently used and often cheaper electricals like toothbrushes, shavers, chargers and toys. Lithium-ion batteries are responsible for around 48% (more than 200) of all waste fires occurring in the UK each year according to the [Environmental Services Association](#), the trade body representing the UK's resource and waste management industry.

These fires cost some £158 million annually to waste operators, fire services and the environment. Yet the Material Focus survey found 45% of householders are unaware of the fire risk if they do not safely dispose of batteries hidden inside electrical items.

Simple scheme to buy solar panels returns for Suffolk residents

Solar Together Suffolk, a scheme which has helped over 1,500 homes to install solar panels and batteries, opens for new registrations on 22 August 2022.

The scheme helps homeowners feel confident that they are paying the right price for a high-quality installation from pre-approved installers, whilst increasing their independence from the grid and reducing their carbon emissions.

Solar Together Suffolk is supported by Suffolk County Council and all local borough and district councils.

From 22 August 2022, Suffolk residents can register for free with the group-buying scheme, with no obligation to go ahead with an installation: www.solartogether.co.uk/suffolk.

It is open to anyone interested in:

Installing new solar panels (with the option for battery storage and EV charge points)

Adding battery storage to an existing solar panel array

The innovative scheme builds on four years of the highly successful Solar Together programme run across the UK. To date, Solar Together Suffolk has:

installed 17,900 solar panels at over 1,500 Suffolk households, over 200 batteries, avoided carbon emissions totalling 28,730 tonnes of CO₂ across the county

How does it work?

22 August to 26 September: registration is open, it is free and with no obligation

27 September: pre-vetted installers take part in the auction to bid against each other to offer the best deal

17 October: a few weeks after the auction you will receive a personal recommendation based on your registration details

25 November: your deadline to accept your personal recommendation and proceed with an installation

Support is on-hand throughout the whole process which, together with information sessions, will allow households to make an informed decision in a safe and hassle-free environment.

Suffolk's local authorities are again working in partnership with independent experts iChoosr to roll out Solar Together Suffolk.

iChoosr has a strong track record of delivering group purchase schemes for local authorities. It has worked with 160 UK local authorities on its collective energy switching schemes. iChoosr's schemes have also been delivered in partnership with local authorities in five countries. Over 70 schemes led to 110,000 residents installing solar PV systems.

Free registration, with no obligation is open from 22 August to 26 September 2022, submit your details at www.solartogether.co.uk/suffolk.

Council to boost electric vehicle charging across Suffolk

It was announced on August 24th that the council submitted a bid of £1,362,000 to the Department for Transport, as part of the Local EV Infrastructure (LEVI) pilot scheme.

Suffolk's residents and visitors will see further improvements to the county's electric vehicle (EV) charging network, following Suffolk County Council's successful bid to fund more charging points.

With additional contributions such as commercial funding, the project will see a total investment of around £2.75m. The new LEVI funding will allow the council to develop the county's EV charging network by:

PV solar power and battery storage upgrades to approximately 10 existing sites

Installing community EV charging, PV solar power and battery storage at over 30 further sites in urban and rural areas

Identifying key commercial sites for 7kW, rapid and ultra-rapid chargers, which will benefit the local community

Suffolk County Council has led the way in electric vehicle charging, following the launch of Plug In Suffolk in 2019. It was the UK's first 'fully open' public EV fast charging network and has seen other local authorities around the country follow that model.

Plug In Suffolk has now installed 100 charging points around the county, with an emphasis on installations in rural locations and supporting households without off-street charging capabilities.

Through Plug In Suffolk, we have a history of successfully creating these EV charging community hubs, for example at the Coddham Centre. We will now be able to create more sites like this and working with parish councils and local groups makes the installations a real community effort.

2. Dst Cllr D Pratt Report - Sept 2022

Historical proclamations take place in Mid Suffolk district

Mid Suffolk District Council expressed sadness at the death of Her Majesty the Queen. On Sunday, September 11th, the reign of King Charles III has been proclaimed at historic events across Suffolk, including Eye, Needham Market, Stowmarket, Hadleigh and Sudbury.

Tree Canopy Survey

As part of the biodiversity action plan, MSDC has been working with specialists to identify and map existing tree cover and habitat networks across the district. We are the first rural councils to commission such a survey. Tree canopy cover in Battisford and Ringshall ward sits at 8.3% within a range of 6% in Stow Thorney ward and 12.8% in the Claydon and Barham ward. It is hoped that this survey will enable the council to apply for funding to increase a new tree planting strategy, and the report and findings should be published in due course.

Cost of Living crisis

Support packages to combat the cost of living, energy bills and council tax are all available through Babergh and Mid Suffolk District Councils, with residents urged to check they are receiving the support they are entitled to.

Waste

Suffolk Waste partnership is backing a national campaign about the safe disposal of batteries. If batteries are put into general waste, they can start fires within the waste freighter or in landfill. West Suffolk and Babergh Mid Suffolk have received £60k of funding from chewing gum manufacturers to help clean the streets and pavements of used gum.

Solar Together Suffolk

Solar Together Suffolk, a group-buying scheme, has helped over 1,500 homes in Suffolk to install solar panels and batteries and opens for new registrations on 22 August 2022. The scheme helps homeowners to purchase a high-quality solar installation from pre-approved installers. This will increase their independence from the grid and reducing their bills and carbon emissions. Registration closes on September 26. More information can be found on the website: <https://solartogether.co.uk/suffolk/home>

Locality Funding

I would welcome applications from any local club or organisation in need of funding towards the cost of a local project.

Dr Daniel Pratt

Mid Suffolk District Councillor

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