



ERISWELL PARISH COUNCIL

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MINUTES

of the ERISWELL PARISH COUNCIL MEETING held on 30th November 2021

In attendance:

Cllr L Hall (Chairman)

Cllr A Bibbey (Vice Chairman)

Cllr R Hall

Cllr B Foster

Cllr A James

Cllr P Maxfield

N Glading, Parish clerk

C/Cllr and D/Cllr C Noble

D/Cllr S Frost

and one member of the public

2021/ 96	CHAIRMAN'S WELCOME and RECORDING OF MEETING	
	The Chairman welcomed all to the meeting. No recordings were declared	
2021/ 97	APOLOGIES FOR ABSENCE	
a.	Apologies for absence were received from Wg. Cdr. Stew Geary (annual leave) and Cllr P Seaney (work commitments)	
b.	The Councillors consented to accept the apologies received.	
2021/ 98	DECLARATIONS OF INTEREST	
a.	None	
2021/99	MINUTES OF THE MEETING HELD ON 2021	
a.	The minutes of the council meeting held on 26 th October 2021 were unanimously AGREED and the Chairman was authorised to sign the same	
b.	Business remaining from the meeting, not on this agenda: none	
2021/100	SALE OF LAND AT EARLSFIELD and ACV	
	<p>The clerk gave an update on sale and ACV:</p> <p>The final price reached at the auction for the combined areas was £120k (listed pre-auction as £28k)</p> <p>It is to be hoped that the buyers exercised due diligence, particularly in terms of the live ACV application. The clerk had received written confirmation from the auction room that buyers were advised (in the Legal Pack) that the areas were the subject of an Asset of Community Value. Clerk has asked the Auction House to forward EPC contact details to the new owners to establish contact, awaiting a response.</p> <p>The ACV application is with West Suffolk Council and curtilage of the areas covered by the ACV have been defined to their legal team.</p> <p>This is a legal process, which takes around 8 weeks.</p>	
2021/ 101	PUBLIC PARTICIPATION	
	None	
2021/102	UPDATES FROM COUNTY/DISTRICT COUNCILLORS	
a.	There was no update from Wg. Cdr. Stew Geary: apologies had been received	
b.	C/Cllr Colin Noble gave an update:	

	<p>The cost of COVID epidemic is thought to be £75 million. Adult and Social Care and Child Protection provision make up the largest share of expenditure. There is a meeting in early February 2022 to consider and set the precept (restricted to 2%). County Council Reserves have gone, this is a whole new reality.</p> <p>In respect of the lump sum paid by USA to contract the council tax not paid by US personnel, Cllr Noble anticipates that this would not in fact cover the County Council expenditure. The exact figure remains unknown. A 'D Notice' is not covered by Freedom of Information legislation. MP Matthew Hancock is aware of the situation. Much more is needed to be spent on roads and this is simply not happening.</p> <p>C/Cllr Noble has a meeting with Wg. Cdr. Stew Geary next week to discuss the arrival of F35 aircraft, thought to be 15th/16th December 2021. A raised level of terrorism alert is expected.</p> <p>Clerk to send the Westcotec invoice for the speed indicator device for an agreed contribution from locality budget.</p> <p>Clerk to copy Cllr Noble the EPC contribution to the Lorry consultation</p>	<p>clerk</p> <p>clerk</p>
c.	<p>West Suffolk D/Cllr S Frost gave an update:</p> <p>Cllr Frost had raised the question of the level of US council tax contributions with the WSC Director of Finance: District have an issue with it too. EPC to write to MPs Jo Churchill and Matthew Hancock.</p> <p>We understand that West Suffolk Council is also unhappy with the situation</p> <p>Clerk to ask WSC how many properties in the parish are 'U' coded, i.e. do not pay council tax. Copy information to D/Cllr Frost</p> <p>At next weeks Cabinet meeting, the figures on WSC expenditure last year will be discussed: a £1.75 million loss has been incurred during the COVID pandemic</p> <p><i>C/Cllr Noble and D/Cllr Frost left the meeting</i></p>	<p>clerk</p> <p>clerk</p>
2021/103	FINANCE/ AUTHORISATION OF PAYMENTS/ DONATIONS	
a.	<p><u>The November 2021 itemised expenditure/ invoices for payment</u> were unanimously APPROVED and signatories authorised to sign the relevant cheques.</p>	Appendix A
b.	<p><u>The EPC Quarter 2 2021-2022 Accounts</u> were RECEIVED:</p> <ul style="list-style-type: none"> a. Expenditure b. Income c. Bank Reconciliation d. Expenditure against Budget (April to Sept 2021) <p>Councillors commenced consideration of the <u>2022-2023 Budget and setting of 2022-2023 precept</u> (to be requested from WSC in January 2022)</p> <p>Chairman and clerk to email out summary</p>	<p>clerk</p> <p>/Chair</p>
2021/104	MATTERS RELATING TO PLANNING AT ERISWELL	
	There were no planning applications to consider	
2021/105	MATTERS RELATING TO STREET LIGHTING	
a.	<p>Update on Earlsfield street lighting units handed over to SCC, specifically at Radcliff Road: awaiting report from Wg. Cdr. Stew Geary in January 2022.</p> <p>It was reported that not all the Earlsfield streetlights have been replaced with LEDs. Cllr R Hall offered to check and report back in January</p>	Cllr R Hall
b.	<p>Update on repair of post at Eriswell village and relocation of dog waste bin: ongoing work- clerk to chase</p>	clerk

c.	Update on non-working unit outside the Reading Rooms: ongoing work- clerk to chase	clerk
2021/ 106	MATTERS RELATING TO STREET FURNITURE	
a.	Speed Indicator Device: the speed indicator device from Westcotec has been delivered. Cllr R Hall and Mr G Tolmie volunteered to install, and will decide, in confidence, where it will be deployed in future months.	Cllr R Hall / G Tolmie
b.	Noticeboard at the shops- (i) inscription "Eriswell Parish Council" (cost of alternate provision) and (ii) map on back Councillors viewed the outline maps which had been produced by Cllr R Hall. To be copied to the clerk	Cllr Hall
c.	Repetition of SID item: deleted	
d.	Update on relocation of bin to outside Earlsfield shops: ongoing project	
e.	Update on the purchase and installation of new bus shelter at Earlsfield, opposite the existing: Councillors considered the quotation received from SCC (emailed to Cllrs 28 th October 2021) 3-bay cantilever, 800mm end panels, perch seat, pitch roof and timetable case in green (to match the one on the opposite side of the road). Location: B1112, opposite Lords Walk and shopping centre, Eriswell, Suffolk IP27 9GW (The northbound stop) SCC will install and maintain the shelter https://www.google.co.uk/maps/@52.3898249,0.5295801,3a,45.7y,167.92h,82.05t/data=!3m7!1e1!3m5!1sicBR8gdLgFGUPKleLuX8_Q!2e0!6shttps:%2F%2Fstreetviewpixels-pa.googleapis.com%2Fv1%2Fthumbnail%3Fpanoid%3DicBR8gdLgFGUPKleLuX8_Q%26cb_client%3Dmaps_sv.tactile.gps%26w%3D203%26h%3D100%26yaw%3D52.157673%26pitch%3D0%26thumbfov%3D100!7i16384!8i8192 It was unanimously AGREED to accept the SCC quotation at £ 4015.00 (excluding VAT) Clerk to apply for the street furniture licence that is required	Appendix B Simon Barnett informed of EPC decision 9.12.2021 Clerk to submit application
2021/107	ASSET OF COMMUNITY VALUE APPLICATION	
a.	Report from clerk on ACV Application- duplicate item see 100	
2021/108	OTHER MISCELLANEOUS MATTERS	
a.	Emergency Plan and Draft Emergency Plan: (deferred from last meeting) Councillors agreed that the clerk will update the existing ready to be signed off at the November meeting. Copy to be sent to Cllr P Maxfield. Once the plan is approved, to be placed on website and Facebook. The question of identifying both volunteers who would assist and vulnerable people arose: to be on the January agenda. Cllr Maxfield will publicise on the local Facebook page	clerk Cllr Maxfield
b.	Update on hazardous collapsing building (Sparks Farm): Clerk to take this forward and subject to be placed on January agenda	clerk
c.	Update on fly tipping: Clerk to report the WSC the bins at the corner of Sycamore Road, which are full of dog waste and other rubbish. Mr Tolmie offered to survey and identify the position of orphan bins in alleyways: clerk to report these bins in addition to the above.	clerk

2021/109	PARISH COUNCIL EVENTS	
a.	<p>Councillors considered ideas to celebrate the Queens Platinum Jubilee in June 2022. The Church will hold a Service (date and time to be advised)</p> <p>A 'Party in the Park' is suggested, to be held on the Eriswell Playing Field. Teas, cakes can be served from the Pavilion, although it is anticipated that families will bring their own picnics.</p> <p>Toilet facilities are available at the Recreation Ground.</p> <p>Clerk to ensure that the EPC insurance policy will cover the event, or if there will be an additional premium payable</p> <p>It may be possible to book the band that rehearses at the Reading Rooms.</p> <p>Cllr Foster has marquees which could be utilised.</p> <p>Transport from Earlsfield to the Recreation Ground may be problematical for some residents: perhaps a shuttlebus could be made available. Clerk to ask Wg. Cdr. Stew Geary if the RAF could assist EPC with this.</p>	<p>clerk</p> <p>clerk</p>
2021/ 110	CHAIRS ITINERARY and REPORTS (on the night)	
	<p>(i) <u>Chairmans report:</u></p> <p>a) The inaugural meeting of the Forest Heath Parish Alliance Group meeting was held on Wednesday 3rd November 2021. Cllr Bibbey attended reported that the meeting was interesting and informative, see Appendix for summary</p> <p>b) Email from Councillor Richard Smith MVO Cabinet Member for Economic Development, Transport Strategy & Waste Suffolk County Council on Lorry Route Consultation: Councillors to submit individual responses to the clerk for collation and final approval by the Chairman</p> <p>c) Trustees will be required for The Poors Charity going forward: (this was by way of advance notice, Bob Shimmon is sending a copy of the Constitution)</p> <p>d) A letter of thanks was received from Pearl Brunning for the framed photograph presented to her at the October meeting: this has been sent to all cllrs on 30.11.2021</p> <p>e) A resident has suggested that, at the Little London turning the 426 light is left on and a 'concealed entrance sign is put up. Cllrs AGREED, clerk to take this forward</p> <p>(ii) <u>Councillors' and other working group reports:</u></p> <p>1. Update from Eriswell Reading Room Chairman: Cllr Bibbey informed the meeting that the Reading Rooms Committee are deciding how to proceed in the New Year.</p> <p>2. Update from Eriswell Playing Field Committee representative: Cllr Bibbey informed the meeting that the ERGMC are currently deciding on project focus and have had a meeting with S Shepherd of Elveden Estates.</p> <p>3. Report from Eriswell Footpath Warden: Mr G Tolmie, Footpath Warden, informed the meeting that there is a new incumbent at the SCC PROW team, and his list of requests has been prepared once a meeting can be arranged. Mr Tolmie has cleared bridleway 3, he is in discussion with the Farmers Union on keeping dogs on leads. The sign for No. 1 is on the list as above. It was reported that the sign post has fallen down opposite the Eriswell farm Shop: Mr Tolmie will</p>	<p>Appendix C</p> <p>Appendix D</p> <p>clerk</p> <p>clerk</p>

	look at this. The rider friendly gate is a noted ongoing action. to include bridleway. 4. Update on Residents Association formation: to be held in the New Year with updates on Facebook and website.	
2021/111	EXCHANGE OF INFORMATION	
	Information may be shared (with the permission of the Chairman) The clerk has noted the free WSC campaign to try and reduce dog fouling, which is a common problem in parishes. A range of differing posters to be produced by WSC will be printed and displayed on noticeboards, Facebook and EPC website.	clerk

Meeting closed at 9pm

No scheduled meeting in December 2021

Next scheduled meeting January 25th 2022

Appendix A

N Glading	Salary November 2021	£391.56
N Glading	Half share of 3 printer cartridges (Tesco)	£17.00
RBL Poppy Appeal	Wreath & Donation	£40.00
Westcotec	Speed Indicator Device	£5,195.82
PCC donation		£500.00



Attn: Mr Simon Barnett
Senior Infrastructure Officer
Passenger Transport
Suffolk County Council
Constantine House
5 Constantine Road
Ipswich
IP1 2DH

Quote Ref No: Q-21222

Contact No: 01473 265 045
Emailed to: Simon.Barnett@suffolk.gov.uk

REF: Lords Walk – Eriswell – 3-Bay Pitched Roof Bus Shelter C/W 800mm End Panels

28th October 2021

Dear Simon,

Firstly, thank you for your valued enquiry into our Bus Shelter Solutions. Further to your enquiry, please find throughout this document my suggestions and specifications for the **3-Bay Pitched Roof Bus Shelter with 800mm End Panels** as requested.

Here at Shelter Solutions, we have the distinct advantage over all the other companies as we manufacture all of our shelters to our client's bespoke designs. The Head of our Design and Development Department will liaise with our surveyors' and yourselves to help you find the right product for you.

All Covered Walkways, Canopies, Bus Shelters, Buggy Parks and Pram Shelters are constructed from high-grade aluminium extrusions (EN 755-9:2008), that once Durateal® coated (BS EN ISO 9002) to your chosen RAL or British Standard colour will give a long lasting, low maintenance corrosion free finish for up to fifteen years.

All structures will be sub-surface fixed below the current ground level, into concrete pad foundations provided by Shelter Solutions Site Operatives.

As Shelter Solutions have been installing walkways and covered areas to schools for over thirty years all engineers have passed both SSSTS and CSCS courses (Health and Safety) and Street Works City and Guilds.

The approximate lead-times from date of official purchase order are currently **To Be Advised** and time on site is currently listed at **1-2 working days** during normal working hours.

PROPOSAL – 3-Bay Pitched Roof Bus Shelter C/W 800mm End Panels

Below is an image showing the style of Bus Shelter I envisage for the scheme

FULL SPECIFICATION:

- To manufacture, deliver and install a 3.00Mtr (L) x 1.30Mtr (W) x 2.40Mtr (H) Pitched Roof Bus Shelter with 800mm End Panels. The bus shelter will utilise a glazed roof and fully glazed side and rear panels, utilising our own unique aluminium beading section.
- The main frame of the bus shelters will be constructed from high grade 80mm x 50mm extruded aluminium sections, whilst the roof purlins will be manufactured from 80mm x 40mm extruded aluminium sections.
- All aluminium sections are to be Durateal® coated to RAL 6025 FERN GREEN.
- The bus shelter will be supplied in kit form, whilst the roof glazing will be affixed into place using rubber reinforced roof straps and self-drilling screws. The lowest point of the bus shelter will stand at the legally required standard of 2.10Mtrs to comply with current regulations. This will allow for sufficient cover, whilst not being too intrusive.
- The side and rear glazing panels of the bus shelter will consist of 6mm THK toughened safety glass. This style of glazing system is extremely hard wearing and vandal resistant, whilst also maintaining its appearance after many years of service. This style of glazing is also easy to maintain, thus reducing the maintenance periods.
- The glazing material for the roof will consist of 4mm THK bronze tinted UV stable polycarbonate, which is both easy to maintain and also protects against harmful UV rays from the sun.
- Included within the pricing structure, I have included one of our standard Perch Seats, which will be powder coated to the same colour as the bus shelter. Also, included within the price is a single timetable case.
- The bus shelter will be sub-fixed below the current finished ground level into concrete pad foundations provided by Shelter Solutions Site Operatives. Once the bus shelter has been installed, the localised area will be cleaned to high standard and any rubbish will be removed from site and recycled at our facility.



PRICING STRUCTURE:

3-Bay Pitched Roof Bus Shelter C/W 800mm End Panels: £ 4,015.00 + VAT

****Including Manufacture, Delivery & Installation****

Please Note: ^{**}The prices stated are subject to the final specifications^{**}
^{**}VAT will be charged at the standard rate of 20%^{**}
^{**}Quotations are valid for 30 days^{**}
^{**}Quotation does not include provision for traffic management^{**}

I hope all the information supplied here is sufficient, but if you need to discuss this quotation in further detail or would like any further assistance, please do not hesitate to contact me.

Kind Regards,

Robert Leghorn


Unit 12, Custom Complex
Yardley Road
Knowsley Industrial Park
L33 7SS

Tel: 01942 625 577
Web: www.shelter-solutions.co.uk
E-Mail: Robert@shelter-solutions.co.uk



Appendix C

FOREST HEATH PARISH ALLIANCE (FHPA)

MEETING NOTES

This a summary of the initial meeting held on Wednesday 3rd November 2021 at Beck Row Parish Hub, Holmsey Green, Beck Row, IP28 8AP at 7.00pm

There were apologies for absence received officially from members of Dalham, Herringswell, Tuddenham and Moulton Parish Councils. There were also apologies from individual Councillors, but other representatives attended on their behalf.

The meeting was Chaired by Councillor Gary Peachey, Chairman of Beck Row, Holywell Row and Kenny Hill Parish Council.

Introductions were made and attendance noted by Barton Mills, Brandon Town, Newmarket Town, Mildenhall Town, Exning, Eriswell, Barton Mills, Lakenheath and Beck Row along with West Suffolk Councillors (WSC) from Manor, Brandon Central, Mildenhall, The Rows, Brandon East and the Kentford and Moulton Councillor.

Councillor Peachey opened the meeting and spoke of generalised concerns. It was clear that these concerns were shared by fellow Parish and Town Councils who were present. There was a unanimous agreement that the former Forest Heath Councils felt their concerns and issues were at the bottom of the list compared to other areas of WSC.

It was agreed that seasonal maintenance has been especially poor – in respect of grass verges, roadsides and all aspects formally covered by the external contractor for Forest Heath Council. A decline in service is noted but not a decline in associated costs. It is noticeable by all that the former Forest Heath appears underfunded and understaffed regarding maintenance of the area. This was explained well by a West Suffolk Councillor in that all landscape maintenance is now dealt with in house by WSC as the former St Edmundsbury Council had always done. However, no extra staff were recruited when they took over the addition of the previously outsourced Forest Heath area. So now all WSC maintenance is handled in house by the same team that previously only had to deal with the St Edmundsbury area.

It was said that there is a breakdown in communication and reporting between WSC and Suffolk County Council (SCC). So, effectively, having one voice of the FHPA will help both WSC and SCC.

It was very clear that the former Forest Heath Parish and Town Councils share common complaints and concerns. It is important that the FHPA is used as a group to form a collective list of issues where we can come together and put concerns forward as one voice. In some respects, this will make it easier for WSC to deal with the issues raised.

It was felt that the current options available to Parish and Town Councils like this group, for instance the Parish Forum, is potentially not proving to carry much weight for the issues in our local area. Feelings from previous attendees are that the Parish Forum once again seems to be about the former St Edmundsbury issues and the former Forest Heath issues are overlooked. It is hoped that the FHPA can be something we shape and expand on, to the benefit of our local area, to obtain results working alongside and with our West Suffolk Councillors.

We can coordinate our questions to put these across on behalf of all within the FHPA at the Parish Forum and other such meetings.

Although now part of West Suffolk Council, the feeling was that the former Forest Heath area is still treated as per its historic set up. This is an inequality and a clear disconnection. Levelling up within framework for the Forest Heath area is required.

The FHPA could prove useful to share collective buying power – for instance speed indicator signs or play equipment where discounts could be obtained if 2 or more councils are looking for similar equipment. Correspondence between Parish and Town Council Clerks once a month could advise on what purchases are being made. Similarly, regarding running the Speedwatch initiative. If lacking in volunteer numbers, potentially neighbouring parishes and towns could share volunteers and equipment to ensure the initiative can operate and with a cost saving.

The Parish Forum does exist for our input. It is important that the Parish and Town Councils set the agenda for this and, therefore, if the FHPA have items to add to that agenda, it can be done as a collective representation. West Suffolk Councillors did ask whether Parish and Town Councils were making the most of their elected WSC Councillors and of their County Councillors. The FHPA is however a chance to narrow down our concerns and put ourselves across as a bigger voice.

An overwhelming response was received in favour of forming the FHPA. It was decided to look at bi- monthly meetings initially with a date in mid January, proposed of Wednesday 19th January 2022, at the Beck Row Parish Hub, IP28 8AP. In future, the idea will be to potentially visit different hosts for the FHPA meetings with alternating Chairs and Clerks.

Moving forward, meeting minutes will be taken and Agenda items for the January meeting will be requested from all interested Councils.

Jane Spenser

Ms Jane Spenser

Assistant Clerk to the Council

12TH November 2021

Appendix D

Suffolk County Council is undertaking a review of recommended lorry routes across the county. The review is formed of two parts: a technical review of routes and a community-led review of issues on lorry routes. It is the first meaningful review of the plan since 2011 and in the meantime various changes have been made to the local highway network.

The technical review is nearing completion and has considered a range of factors affecting the suitability of lorry routes including road safety data, restrictions to HGV movements on certain routes and the overall resilience of the network. The review has drawn on customer reports received from members of the public and local stakeholders as well as findings from Lorry Watch schemes to provide some local context.

The County Council is commencing a community-led review by inviting parish and town councils to use a survey link <https://forms.office.com/r/EXa8fHbhAr> to report the three most important issues associated with lorry movements in their community. Parish councils are then asked to liaise with their local County Councillor to endorse the issues for inclusion as part of the review.

The County Council will collate responses and review the feedback to ensure changes to the Lorry Network map are appropriate and to collate information about local issues. The review will help to inform future plans and proposals associated with lorry movements as part of any future developments.

The outcome of the technical and community review will be a newly published and more interactive Lorry Route Network map. It should be noted that we anticipate a small number of minor changes to the map as there are limitations to our highway network.

The community-led review will commence on 22nd October 2021 and responses are required by 17th December 2021.

The County Council would like to thank all participants in advance and all responses will be evaluated in due course, however, it will not be possible to respond to submissions on an individual basis.

Please see below a link to a more detailed briefing note that includes the questions on the survey:

https://mcusercontent.com/7e08469569c2cfa1901c585e2/files/7fc3904e-ef92-d1bf-8849-a04e043f39e3/Town_and_Parish_Council_Briefing_Note_v1.docx

For further information, please visit:

<https://www.suffolk.gov.uk/roads-and-transport/lorry-management/lorry-route-plan-review-in-suffolk/>

Yours faithfully Councillor Richard Smith MVO

Cabinet Member for Economic Development, Transport Strategy & Waste
Suffolk County Council