



## ERISWELL PARISH COUNCIL

Parish clerk: Nicola Glading

Phone: 01842 337488

Email: [eriswellparishclerk@outlook.com](mailto:eriswellparishclerk@outlook.com)

Website: <http://eriswell.onesuffolk.net>

### MINUTES

#### **of the Eriswell Parish Council Meeting held on 19<sup>th</sup> September 2023 at The Manna Café, Eriswell, at 7pm**

Present

Cllr L Hall (Chairman), Cllr A Bibbey (Vice Chairman), Cllr R Hall, Cllr B Foster, Cllr J Foster, Cllr A James

In attendance: N Glading, Parish clerk, G. Tolmie, EPC Footpath Warden, and three members of the public

2023/ 55	<b>CHAIRMAN'S WELCOME and RECORDING OF MEETING</b>	
	The Chairman welcomed all to the meeting. Clerk to record for minutes only	
2023/ 56	<b>APOLOGIES FOR ABSENCE</b>	
a. b.	Apologies for absence were received from D/Cllr G Kelly (cabinet meeting), Cllr P Maxfield (work) The Councillors consented to accept the apologies received	
2023/ 57	<b>DECLARATIONS OF INTEREST</b>	
	None	
2023/58	<b>MINUTES OF THE MEETING HELD ON 25<sup>th</sup> July 2023</b>	
a.	The minutes of the meeting held on 25 <sup>th</sup> July 2023 were <b>AGREED</b> as an accurate record. The Chairman signed the minutes.	
b.	Business remaining from the meeting not on this agenda: none	
2023/59	<b>PUBLIC PARTICIPATION</b>	
	<p>(i) Mr G Tolmie had sent a report on Signage at Lords Walk (item 2023/ 65). Locally, the residents call the estate Lords Walk. The Councillors <b>RESOLVED</b> that the Clerk will send the report to C/Cllr Noble and ask if the improvements to the signs can be fitted into next year's budget. (Appendix A)</p> <p>(ii) Over the past 7 months, number 37 Earlsfield Road has been collecting more and more stuff on their driveway and front garden. Initially it looked like they were making up a load to be put in a skip but there seems to be no end to the size of the collection with items added weekly. A number of residents have now commented about the state of the property. See Appendix B (picture). The Councillors <b>AGREED</b> that the clerk should write to the occupants.</p> <p>(iii) The post office in Mildenhall is closing. The future of Lakenheath post office is unsure. Cllr L Hall to ask the postmaster to at Lakenheath to clarify.</p> <p>(iv) Mr Tolmie and the clerk are working on a thermal imaging project to show heat loss from houses.</p>	<p>Appendix A Clerk</p> <p>Appendix B Clerk</p> <p>Cllr L Hall</p>

2023/60	<b>UPDATES FROM COUNTY/DISTRICT COUNCILLORS</b>	
a.	<p><u>Update from Sqn Leader S Geary</u></p> <p>July 2023: In addition to the routine competency and currency training sorties being conducted at RAF Lakenheath, July saw some 48FW aircraft continue their deployment in support of air policing on NATO's Eastern flank. Other aircraft participated in an Exercise in Italy, whilst others participated in air shows, including the Royal International Air Tattoo at RAF Fairford.</p> <p>The Station hosted a visit by a team from UK Search and Rescue on 12 Jul 23. The Civil Engineering Squadron conducted an exercise with members of the Royal Engineers at RAF Feltwell on 18 and 19 Jul 23, and the Wing welcomed veterans for a F-111 reunion over the weekend of 27-29 Jul 23. Meanwhile, instructors from the Airmen Leadership Squadron completed some joint training initiatives with members of the RAF's Aviator Command Squadron at RAF Halton on 5 and 6 Jul 23.</p> <p>Finally, Changes of Command continued throughout the month of Jul. Notably, the new Maintenance Group Commander, Col Sam Mink, assumed command on 7 Jul 23.</p> <p>August 23: As well as continuing their deployment on NATO's Eastern Flank and conducting the routine competency and currency training sorties from the home base, 48FW aircraft deployed on a short-notice ACE Exercise in Europe and supported an Airshow in Greece this month.</p> <p>Additionally, at the back end of the month 48FW hosted F35 aircraft from Norway. Early in the month, members of the 48FW Munitions Team collaborated with personnel from the RAF Marham Armourers Team on an Armaments Capability Exercise at both RAF Lakenheath and RAF Fairford.</p> <p>The Logistics and Security Forces Teams hosted some HMVV training at RAF Feltwell for members of the Queens Dragoons Guards, based at Swanton Morley in Norfolk. RAF Commander and 48FW/CC attended the UK ACE Symposium at JSCSC Shrivenham on 24 Aug 23.</p> <p>48FW conducted a Public Health Exercise on 16 Aug 23.</p> <p>48FW hosted over 100 cadets for Station visits to RAF Lakenheath during a 2-week period this month.</p> <p>Following the tragic death of an airman in a RTC in late July, 48FW conducted a repatriation service from RAF Mildenhall and subsequently held a remembrance service at RAF Lakenheath early in the month of August.</p> <p>RAF Commander engaged with West Suffolk Council and Suffolk Highways in an effort to address vegetation/foilage covering road signs in the local area. Engagement identified a webpage that can be used to report any highways issues in the local area. 48FW Safety Team now using this tool to highlight any local off-Station road safety issues identified by USVF personnel.</p> <p>Vikki Quamina has joined the Station as the new Community Relations Advisor. Any events etc. should be sent to the CRA mailbox. She hopes to attend a parish council meeting in the next few months.</p> <p>Remembrance events are being pulling together</p> <p>Night flying last week and this week (necessary training exercises)</p> <p>Looking forward, plans are in place for the USVF to support Battle of Britain community.</p> <p>The Clerk had contacted Sqn Ldr Geary about the ownership of Radcliff Road streetlights – he had searched available emails and cannot find references. The</p>	

	<p>information he has is that ownership was given by the MoD to Suffolk Council. He will keep chasing.</p> <p>Collection point: the spaces along the back will be used for deliveries/ collections. Have the lease, ground marking to be progressed and Sqn Ldr. Geary confirmed that the car lot people have agreed to provide the necessary access. Still work ongoing to get amazon lockers in situ. There will be a one way route through the delivery area and signage on the road.</p> <p>Comment: Need to advertise the delivery facility in the village</p> <p>A: We will push this out once it is completed</p> <p>Q: Road signs- 30 mph are missing- we had limited success but the 30mph signs between Sparkes Corner and here are still missing. Could you mention this to Highways?</p> <p>A: Yes</p> <p>Q: In the mornings there is usually a speeding car- I think about 95% are service personnel, I cannot get the vehicle number as they are going too fast. The lack of 30 mph signs does not help.</p> <p>A: Speeding survey was done- showed a 50/50 split between military and non-military. I do emphasise the point about speeding / slowing down, driving on country roads during training. Yesterday I came across a driver texting and with a taillight out. I got his details and passed them on. The only way I can act is if you can get the licence number. People have had their licences revoked.</p> <p>Comment: People have been killed on the A1112.</p> <p>The Chairman thanked Sqn Ldr Geary for his report.</p>																									
b.	<u>Update from C/Cllr Colin Noble:</u> not present																									
c.	<u>Update from West Suffolk Council:</u> D/Cllr G Kelly had given apologies D/Cllr T Whitehand was not present																									
2023/61	<b>EARLSFIELD GRASS CUTTING</b>																									
a.	<p>Update on grass cutting - none</p> <p>Councillors have observed that dog mess has exacerbated the problem.</p> <p>It was unanimously <b>AGREED</b> that the Clerk to ask the landowners to sell EPC some land so that a play area and hall can be considered.</p>	Clerk																								
2023/62	<b>MATTERS RELATING TO PLANNING</b>																									
a.	None at time of Agenda setting																									
2023/63	<b>FINANCE/ AUTHORISATION OF PAYMENTS/ DONATIONS</b>																									
a.	<p>The August 2023 itemised expenditure/ invoices for payment were unanimously <b>AGREED</b> and the signatories authorised to sign the relevant cheques</p> <table border="1"> <thead> <tr> <th>Payee</th><th>Item</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>West Suffolk Council</td><td>Election expenses</td><td>£81.91</td></tr> <tr> <td>Staff</td><td>Salary August 2023</td><td>£362.97</td></tr> <tr> <td>Staff</td><td>Salary September 2023</td><td>£362.77</td></tr> <tr> <td>Clerk</td><td>Office allowance Apr-June</td><td>£79.00</td></tr> <tr> <td>Clerk</td><td>Postage x 2 VAT Returns/ claims postage</td><td>£5.20</td></tr> <tr> <td>HMRC</td><td>Tax</td><td>£272.20</td></tr> <tr> <td>Clear Insurance</td><td>EPC insurance (LTU)</td><td>£773.31</td></tr> </tbody> </table>	Payee	Item	Amount	West Suffolk Council	Election expenses	£81.91	Staff	Salary August 2023	£362.97	Staff	Salary September 2023	£362.77	Clerk	Office allowance Apr-June	£79.00	Clerk	Postage x 2 VAT Returns/ claims postage	£5.20	HMRC	Tax	£272.20	Clear Insurance	EPC insurance (LTU)	£773.31	
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b.	The Certificate of Exempt Status from PKF Littlejohn was <b>NOTED</b>	Appendix C																								

c.	The Councillors had been emailed (13.09.2023) the details of the renewal of BHIB / Clear insurance wef 1 <sup>st</sup> October 2023. It was <b>RESOLVED</b> that the policy is adequate for and meets the needs of EPC. It was <b>AGREED</b> that renewal with BHIB/ Clear insurance should proceed.	
2023/64	<b>SID REPORT AUGUST 2023</b>	
a.	The SID Report produced by Mr G Tolmie was <b>RECEIVED</b> The volume shows 4k to 8k over 24 hour period 6.30am to 7.30am is the busiest time 85 <sup>th</sup> percentile 36.4 mph 19 vehicles were travelling at 65 mph	Appendix D
b.	Update from Cllr Maxfield about Speed Officers deployment (from previous meeting – deferred as Cllr Maxfield had been unable to attend the meeting)	
2023/65	<b>SIGNPOSTING AT LORDS WALK/ EARLSFIELD</b>	
a.	This was covered at 2023/59 (i)	
2023/66	<b>CHAIRMANS and OTHER REPORTS</b>	
a.	<p><u>Chairmans</u> itinerary and report, to include (a. is deferred from previous):</p> <ul style="list-style-type: none"> <li>a) Update from Cllrs L and R Hall on a comprehensive costing to seek permission from SCC Highways to erect signs on the verges (owned by SCC Council) once specific locations have been identified by the councillors. The councillors to present their research into multi village signs.</li> <li>b) Update on streetlights at Radcliff Road: covered during Sqn Ldr. Geary's update</li> <li>c) Update from Cllr R Hall on repairs to the damaged noticeboard at Earlsfield shops: it was <b>AGREED</b> to purchase a replacement because the existing noticeboard is beyond repair. Cllr Bibbey was authorised to cost out the purchase of a new noticeboard. Cllr Bibbey will assess whether the existing concrete posts will be appropriate to support the new board.</li> <li>d) Update from Cllr A Bibbey on repairs to the noticeboard at square: this has been completed and looks very smart. The Chair thanked Cllr Bibbey for the installation.</li> <li>e) Purchase of a defibrillator: Councillors <b>AGREED</b> that the device that had been attached to the side wall of the Manna Café could not be found. It was <b>RESOLVED</b> to look into the purchase of two defibrillators, one for Lords Walk and one for the village area. Clerk to apply to BHS.</li> </ul>	<p>Cllr Bibbey</p> <p>Clerk</p>
b.	<p><u>Councillors' reports</u></p> <ul style="list-style-type: none"> <li>a) Update on prevention of damage to the Church wall at Eriswell: Cllr Bibbey continues to work on this.</li> </ul>	
c.	<p><u>Reports from other groups</u></p> <ul style="list-style-type: none"> <li>a) Eriswell Recreation Ground Committee: The storeroom has been cleared out and a large shelf installed by volunteers Mr Tolmie, Mr David King and Cllr Bibbey</li> <li>b) Reading Rooms Committee: Cllr Bibbey reported that a quote is being sought for a tower to allow lights and ceiling examination/refurbishment. Cllr R Hall may be able to borrow a tower, he will liaise with Cllr Bibbey</li> <li>c) Poors Charity: (Cllr B Foster) nothing to report</li> </ul>	

	d) Report from Mr G Tolmie, Eriswell Footpath Warden: Suggestion: map of official footpaths: there are still two outstanding issues, i.e. no. 2 and no 4, the PRow officer has been away recently. Mr Tolmie has posted comprehensive maps on the EPC website	
2023/67	<b>EXCHANGE OF INFORMATION:</b> Information may be shared (with the permission of the Chairman) None	
	Forthcoming meetings October 17 <sup>th</sup> 2023 Reading rooms November 22 <sup>nd</sup> 2023 Christmas party December 2023: no meeting	

The meeting closed at 8.40pm

## Lords Walk Road Signage Deterioration

The Eriswell Parish council requested at the meeting of 25/07/2023 that a report be submitted detailing the current state of road signs for guiding motorists to Lords Walk.

There were/are a total of 6 yellow road signs, attached to existing street furniture on the A1065 and B1112, used to guide road users on how to travel to the village of Lords Walk.

One sign is still in good condition.

Two signs have been removed or have been knocked off during pavement mowing.

Three signs are still attached but in very poor condition and no longer legible.

The pages that follow detail the locations and state of signs at each location



Location of various the "Lords Walk" signs

(Each location identified above has been photographed in the pages that follow)



1 – B1112 heading from Lakenheath to Lords Walk roundabout



2 – B1112 heading from Eriswell to Lords Walk (2023 vs 2015)



3 – T-Junction from direction Mildenhall



4 – B1112 Before Mildenhall T-Junction travelling from Eriswell Village



5 – A1065 travelling from Brandon before B1112 turn off



6 – A1065 travelling from 5-ways roundabout before B1112 turn off

NB the 2 circled areas are where (a) a glued sign has fallen off, and where (b) a fixing bracket remains

## Appendix B



## Appendix C Notification of exempt status, 2023

Received 27.07.2023

Dear Ms Glading,

SF0130: Receipt of documents – notification of exempt status, 2023

This is an automated message to notify you that we have received and logged the notification of exempt status for the year ended 31 March 2023 submitted to us for Eriswell Parish Council. By notifying us that Eriswell Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by us for this reporting year.

If you did not submit your notification of exemption by the specified submission deadline and were sent chasing letter(s), you will receive an invoice for those chaser charges calculated in accordance with the fee scales set by Smaller Authorities' Audit Appointments Limited which are available to view [here](#).

Unless we receive any correspondence from local electors during the period for the exercise for public rights that requires us to contact you, you will not hear from us again this year, except to chase any outstanding fees.

Kind regards,

SBA Team

For and on behalf of PKF Littlejohn LLP

T +44 (0) 20 7516 2200

[sba@pkf-l.com](mailto:sba@pkf-l.com) For and on behalf of

PKF Littlejohn LLP 15 Westferry Circus

## Appendix D Traffic Report

On 01 July 2023 at 10:00 the SID was installed on the B1112 on the pole in Little Eriswell. The SID was positioned to monitor traffic coming into the roundabout in the village of Lords Walk from Lakenheath. Traffic speed was measured up until 16:00PM of 31 August 2023.

The battery of the SID lost power between 15 August and 19 August and the battery was replaced.

There are between 4200 and 4800 vehicles per weekday passing this point from Lakenheath.

There are between 2700 and 3400 vehicles per day over the weekend from Lakenheath.

The busiest time during the week is 06:30-07:30 (peak 500 cars p/h). Unlike other areas measured in the parish, there is only one daily peak.

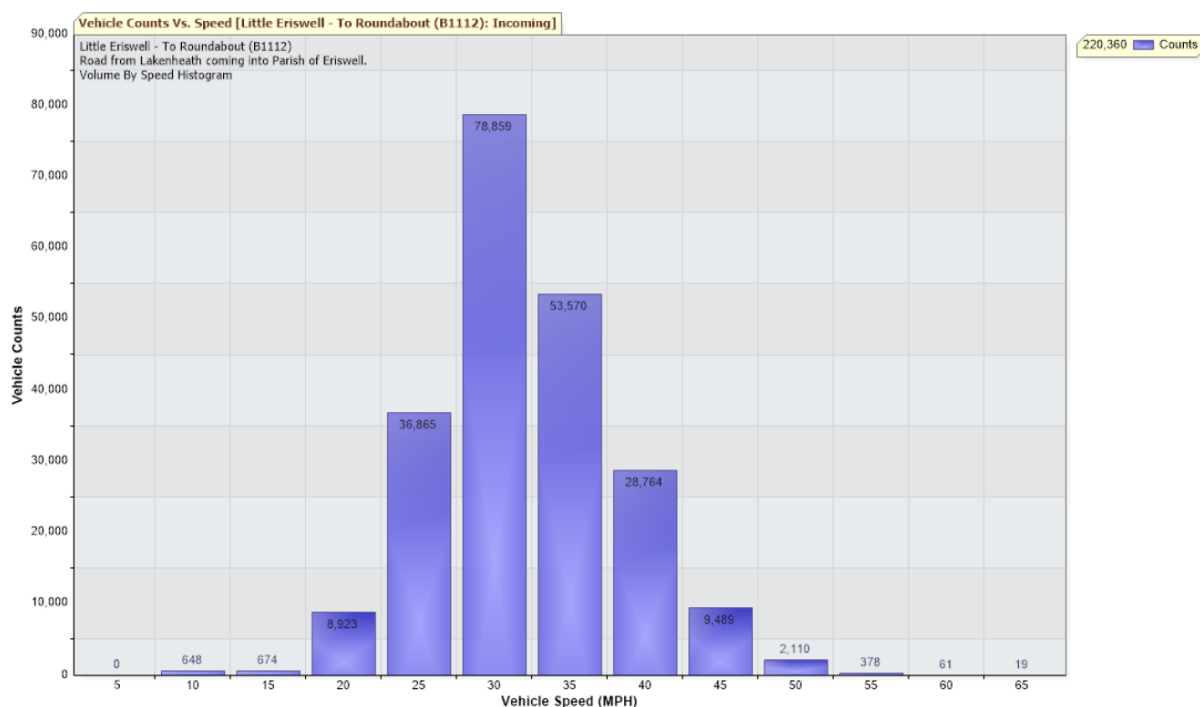
The 85<sup>th</sup> Percentile Speed (most people) travel at or below **36.4 MPH** past his point.

The 50<sup>th</sup> Percentile Speed (half the traffic) travel at or below **29.6 MPH** past his point.

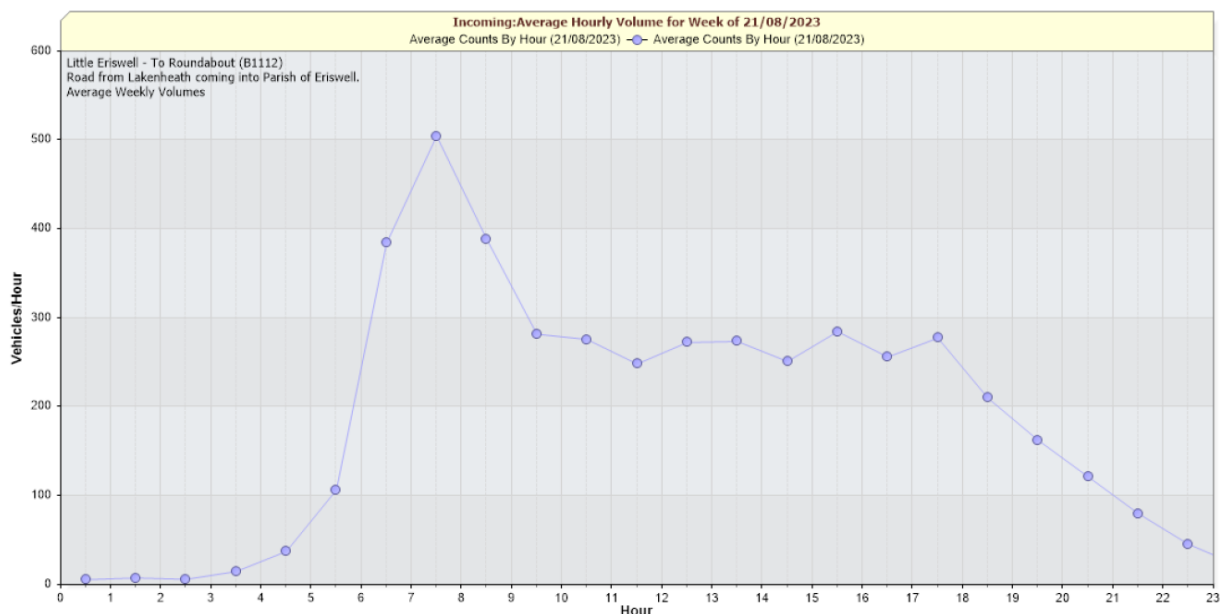
The fastest speed recorded was **65MPH (x19)**.

The next pages show:

- Speed vs vehicle counts at the point listed above.
- Average hourly volumes passing this point
- Speed Limit exceedances of 35MPH for July
- Speed vs Reaction/Stopping distance



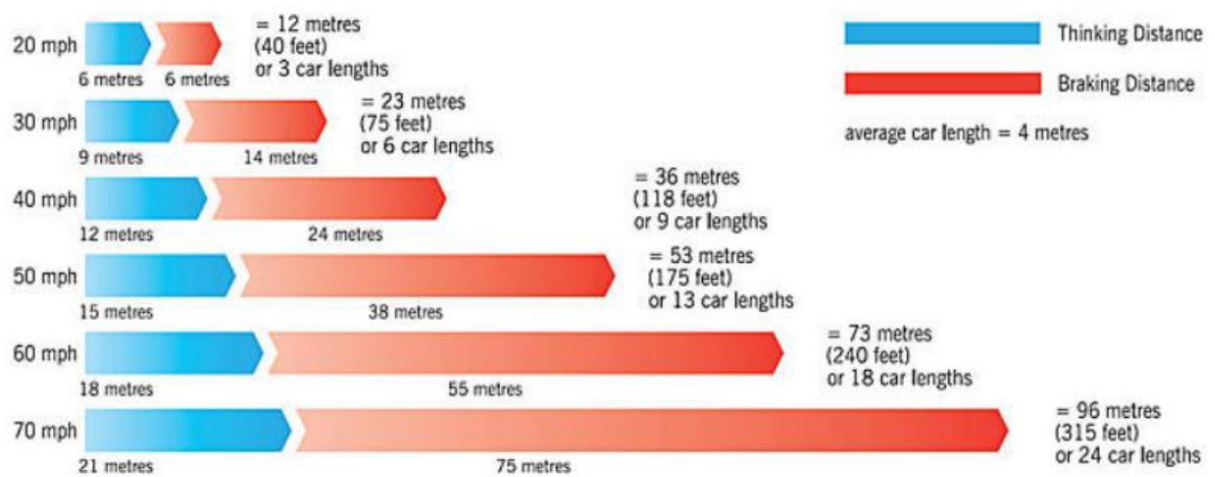
01/07/2023 to 31/08/2023 in Little Eriswell – Traffic From Lakenheath



**Typical volumes heading to roundabout at Lords Walk from Lakenheath**

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
0 - 1	20	9	9	7	10	22	23
2 - 2	11	13	5	6	6	17	18
2 - 3	13	7	9	9	5	12	14
3 - 4	38	33	29	40	14	10	17
4 - 5	65	86	72	83	64	22	17
5 - 6	111	152	142	160	111	59	34
6 - 7	207	223	212	245	135	74	53
7 - 8	152	206	194	191	168	75	60
8 - 9	206	172	190	208	146	158	118
9 - 10	138	148	131	136	107	136	139
10 - 11	160	111	123	123	92	130	130
11 - 12	130	152	145	134	105	113	149
12 - 13	167	137	148	179	109	130	193
13 - 14	179	152	145	150	118	153	204
14 - 15	153	173	178	140	109	162	182
15 - 16	170	169	114	140	131	130	182
16 - 17	192	188	168	133	151	139	187
17 - 18	196	162	193	139	166	141	186
18 - 19	180	182	162	139	165	126	182
19 - 20	160	178	187	130	142	105	154
20 - 21	108	112	125	84	82	75	100
21 - 22	75	60	65	46	60	67	58
22 - 23	43	45	53	36	48	39	45
23 - 24	21	27	28	27	30	39	39
<b>Totals</b>	<b>2895</b>	<b>2897</b>	<b>2827</b>	<b>2685</b>	<b>2274</b>	<b>2134</b>	<b>2484</b>

**Exceeding Speed Limit of 35MPH**



**It takes 3 times the distance to stop at 60MPH as it does to stop at 30 MPH**