



ERISWELL PARISH COUNCIL

Parish clerk: Nicola Glading

Phone: 01842 337488

Email: eriswellparishclerk@outlook.com

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

MINUTES

Of the Eriswell Parish Council Meeting held on 27th February 2024 at the Reading Room, Eriswell

Present:

Cllr L Hall (Chairman)

Cllr A Bibbey (Vice Chairman)

Cllr B Foster

Cllr J Foster

Cllr R Hall

Cllr A James

Cllr G Tolmie (Footpath Warden)

In attendance:

N Glading, parish clerk, D/Cllr G Kelly, and one member of the public

2024/ 112	CHAIRMANS WELCOME and RECORDING OF MEETING	
	The Chairman welcomed all to the meeting. Clerk to record for minutes only.	
2024/ 113	APOLOGIES FOR ABSENCE	
a.	Apologies for absence had been received from C/Cllr C Noble and Sqn Ldr Geary (Sqn Ldr Geary apologies had been given to Cllr A Bibbey)	
b.	Council to consent to accept apologies received	
2024/114	PUBLIC PARTICIPATION: No comments raised	
	Members of the public may speak about specific items on this agenda or suggest future items. Please note: an individual's time is limited to 3 minutes. No discussion shall take place on any question put or comment made.	
2024/ 115	DECLARATIONS OF INTEREST	
	Members' declarations of Disclosable Pecuniary Interests Cllrs Tolmie and Bibbey declared an interest in 2024/122 a.	
2024/116	MINUTES OF THE MEETING HELD ON 30th January 2023	
a.	The minutes of the Parish Council meeting held on 30 th January 2024 were AGREED as true record Chairman authorised to sign. There was discussion about whether it should be `Earlsfield` or `Lords Walk`. The Chairman confirmed that both names appear to be used currently, along with RAF Lakenheath, so it could be understood how the situation may be seen as confusing.	
b.	Business remaining from the meeting not on this agenda: None	
2024/117	UPDATES FROM COUNTY/DISTRICT COUNCILLORS	
a.	To receive an update from Sqn. Ldr. Stew Geary: Not present No report had been sent to the clerk Cllr Bibbey had written to the RAF Low Flying Unit and spoken to Sqn. Ldr. Stew Geary (see Appendix A)	Appendix A

	There is no solution as to flight patterns as yet, the Church building have suffered damage, which may in part be due to the nearby passage of HGVs.	
b.	To receive an update from C/Cllr Colin Noble: not present	
c.	<p>To receive an update from West Suffolk D/Cllr G Kelly and /or D/Cllr T Whitehand: Cllr Whitehand was not present, the report was given by Cllr G Kelly:</p> <p>D/Cllr Kelly was `quoted` on news about the prospect of nuclear weapons coming to the base, he was keen to make the gentleman of the press understand the other issues being experienced by the villages, e.g. noise levels.</p> <p>Council Tax: Lakenheath residents are paying more than Bury St Edmunds residents.</p> <p>Every US person that is renting takes that house off the tax revenue list.</p> <p>The Base is embarrassed but can do nothing.</p> <p>D/Cllr Kelly is checking out the legality of options and trying to address some of the unfair issues, looking at push back.</p> <p>Flooding: to be clear: most of the drains are blocked</p> <p>From here to Downham Market it is below sea level - managed by the Drainage Authority.</p> <p>Sedge Fen replacement pumps cost 40k.</p> <p>Drainage Boards are statutory Authorities under DEFRA.</p> <p>Just over half of the sluice gates are not working, the Environmental Agency is aware.</p> <p>Green energy: Toggam Farm produces 12.5 megawatts, looking to increase this, for businesses there`s a pier to pier arrangement.</p> <p>Noted that in respect of the Holywell Row floods, Anglia Water said the water was `not polluted enough`.</p> <p>24th March 2024 is the Town and Parish Forum, make sure you are represented. EPC are going to be required to have an Adaptation Plan, given that climate change is acknowledged</p> <p>12 villages in West Suffolk were cut off by the recent floods because roads were impassable.</p> <p>It is hoped to engage US personnel in helping in the event of an emergency- it is obvious but needs to be said</p> <p>Will Adaptation Plan replace the Emergency Plans?</p> <p>Community Chest: Just given out half million £`s, however not a single there was no application from North of the A11. New rules to be introduced which will disallow no repeat applications</p> <p>The £2,800 Locality budget is used up until the end of the year.</p> <p>In April 2024, Eriswell and Elveden will be invited to bid</p> <p>Tracey Whitehand and County Councillors will also have new budget money.</p> <p>Archives and Housing Resource Support are being looked at.</p> <p>Concern around Suffolk County Council cutting of £11m on HRS specialist Team (who move in when you get urgent need for housing/ need mental health support).</p> <p>Q: Businesses on base: Do they pay business rates?</p> <p>A: Money goes to MoD</p> <p>Lakenheath Post office is now shut, West Suffolk are looking hard at finding a replacement.</p> <p>There are concerns around Thetford post office.</p>	

2024/118	LORDS WALK GRASS CUTTING	
a.	Update on grass cutting: none	
2024/119	MATTERS RELATING TO PLANNING	Appendix B
a.	The councillors considered planning application ref: SCC/0103/23FH (Retrospective application for the erection of a maintenance workshop) Location: Lakenheath Recycling Centre Brandon Road Lakenheath IP27 9FB. The councillors resolved to APPROVE the application	Planning Officer informed 2/3/24
2024/120	FINANCE/ AUTHORISATION OF PAYMENTS/ DONATIONS	
a.	The councillors considered the expenditure/ invoices for payment for February 2024. It was unanimously RESOLVED to APPROVE payments and authorise the signatories to sign the relevant cheques	Appendix C
b.	The councillors considered and APPROVED the Financial Risk Assessment	Appendix D
b.	Update on Lloyds Savings Account and online banking: the clerk has not heard back from Lloyds bank, chase the application.	
2024/121	SID REPORT JANUARY 2024	
a.	Report from SID management volunteers Cllr R Hall and Cllr G Tolmie Most people are doing 34.1 (85 th percentage) highest speed is 55 mph Number of vehicles: 2k to 2.7k weekdays which reduces at weekends to 1.7 k Peaks of traffic are highlighted in the report. 7am-8am weekdays morning worst times with the most transgressions 1pm-2pm Saturday worst times with the most transgressions 3pm-4pm on Sundays worst times with the most transgressions	Appendix E
2024/122	GRANT REQUEST	
a.	<i>(Cllrs Bibbey and Tolmie left the meeting)</i> Councillors considered the grant request from Eriswell Recreational Ground Management Committee (ERGMC) <i>(Cllrs Bibbey and Tolmie rejoined the meeting to answer questions)</i> Cllr B Foster commented that as there was nearly £6k in the account at the end of July 2023, we can` t give that amount of money while you have this amount. The Members of the Committee answered that we have to do something with the building, the mole catching volunteer did not work out. The Play equipment is showing signs of wear and tear. There is a new inspector who applies same rules as if it`s a new estate The largest of outgoing costs is mowing (petrol) Cllr B Foster: Can the Parish Council afford to take over the running of it? Cllr J Foster: I would like to see a plans to buy a specific thing. I am less content with paying into general running because nothing is done there, There is nothing organised. The Recreation Ground Management Committee are not doing anything to organise anything. We should show that we are using it. I get that you can` t use it as it is. G Tolmie, Chairman ERGMC: The reason the group exists is because it was formed to manage the income derived from the football team when it used to be rented out some years ago now. The catchment is so small. Mr Tolmie took the post by default.	

	<p>The ERGMC is no longer a going concern. If there had not been an injection of £10k, it would have folded.</p> <p>Andrew Bibbey told the meeting that the previous ERGMC Chairman no longer wanted to be Chairman, he still helps us a lot. Pavilion may be suitable for small groups.</p> <p>Cllr J Foster told the meeting that she would be happy if you had some figures. Come back when you have some.</p> <p>Deferred until figures are made available</p> <p>Cllr B Foster told the meeting that he does not think that the parish council can afford to run the Eriswell Recreational Ground.</p>	
2024/123	GOVERNANCE	
a.	The EPC Standing Orders were reviewed and APPROVED	PAPER G
b.	The EPC Financial Regulations were reviewed and APPROVED	PAPER H
c.	The Internal Control Statement was APPROVED , and two councillors agreed to review, Cllrs J Foster and Cllr G Tolmie. A meeting at Lakenheath Parish Office is arranged on 3 rd April 2024	
2024/124	CLERKS REPORT	
a.	<p>a) Update on streetlights at Radcliff Road: Clerk has received a reply from C/Cllr Noble: "If it's not on the SCC asset register then it's not theirs. So essentially they must be West Suffolk's or are the Parish Councils. So the next steps are to ask West Suffolk Councillors to see if they are on their asset register.</p> <p>I suspect they are on no one's register. Not quite sure what we do then but let's find out if they are on West Suffolk's.</p> <p>With kind regards, Colin Noble"</p> <p>Clerk has checked and West Suffolk confirms that they have no knowledge of a transfer. It is clear that County took it on and then forgot about it. D/Cllr Kelly had told the meeting that there is a statutory obligation on a council to provide street lights.</p> <p>Clerk to obtain quote for new LED lights from Ady Last at Highways (Engineer SCC)</p> <p>There are 9 lights, it is thought that the 10th light is deteriorating and should possible be move- SCC to be asked to look into.</p> <p>b) Update on streetlights- LED grants. The clerk has been informed by Logan Malpass at West Suffolk Council that a quotation for repair is being carried out by SCC Highways. Clerk to chase.</p> <p>c) Update on BHS grant application for a defibrillator: Clerk has still not heard from BHF. Clerk to chase the second application</p> <p>d) The clerk told the meeting that she had heard from a company that wanted to place advertisements on Lords Walk open space near the shops, near the other three boards.</p>	
2024/125	CHAIRMAN'S and COUNCILLOR REPORTS	
b.	<p>(i) Chairmans Report: none</p> <p>(ii) Councillors' Reports: none</p>	
c.	<p><u>Reports from other groups</u></p> <p>a) <u>Eriswell Recreation Ground Committee</u>: update Council tax business zero rated. Meeting in March 2024 Complication</p>	

	<p>always is an elderly building that needs work. Note: get permission from Elveden to repair building. Money available from District and County.</p> <p>b) <u>Reading Room Committee</u>: AB has been working for months on what needs doing and is now drafting out. Really a question that we don't have a lease. Its not up to the Committee to do the work after all, up to Elveden. Income equals outgoing.</p> <p>c) <u>Poors Charity</u>: warmer weather coming, will put up a sign - £300 per annum to rent. No animals.</p> <p>d) <u>Report from Eriswell Footpath Warden</u> Mr G Tolmie. Movement on Bridleway 4 that's the one closest to Lords Walk. Tree lined – Elveden have now cut/ broke, Cllr L Hall has agreed to ride it to check.</p> <p>e) <u>Thermal Imaging project update</u>: Mr Tolmie will collect an imaging camera from Cllr L Hall.</p> <p>f) <u>Purchase of land for a playground</u>: Clerk to write to Mr David Shippey and Mr Brian Hewlitt to offer to buy land for a play area</p>				
2024/126	EXCHANGE OF INFORMATION: Information may be shared (with the permission of the Chairman): none				
Meetings 2024 (Reading Room 7pm)	March 26 th 2024	April 30 th 2024	May 28 th 2024	June 25 th 2024	
	July 30 th 2024	August no meeting	September 24 th 2024	October 29 th 2024	
	November 26 th 2024	December 2024 no meeting			

Meeting closed 9.06 pm

Appendix A

To:SWK-LowFlying (MULTIUSER)

Fri 26/01/2024 15:59

26/01/24

What an unhelpful response. This is not a complaint about AN INCIDENT OF A LOW-FLYING AIRCRAFT. I am aware that fighter jets come in to land at nearby Lakenheath at a low altitude and are noisy and I accept that as I live nearby I will be affected.

What I am concerned about the damage to public buildings - our church which is 800 years old and our Victorian Reading Room both of which are being shaken to their foundations by vibrations from sound waves from the aircraft FLYING DIRECTLY OVERHEAD. These flights have **increased dramatically** since two more squadrons of USAF fighter jets came to Lakenheath base.

That's why I included the pictures of fallen plaster in the previous missive.

Do you really think I spend my days like a nerd logging aircraft movements? What I do is cringe if I'm in my garden ADJACENT TO OUR CHURCH AND VILLAGE HALL (Reading Room) AND 6 or 8 jet fighters pass over my head in pairs about a minute apart with their undercarriages down if coming in to land so low I can clearly see the pilots as they bank round during the last minute of flying. This NOT a complaint about one but hundreds of regular training flights.

May I respectfully suggest that you obtain the flying logs from RAF Lakenheath and compare them with those of a couple of years ago as the number of flights has likely tripled. You could also check the decibel count comparison, confirm the flight path - right above our church and Reading Room - and see how the whole situation has worsened.

So we have A LOT MORE aircraft movements and a lot of plaster falls in our church and village hall since the flights increased. The timing of the falls is not a coincidence.

The flight path can be moved a small amount without compromising the aircrafts safety but that small movement would have a hugely beneficial affect on our two historic buildings.

I look forward optimistically to a more constructive response.

Yours faithfully

Andrew Bibbey

On 13 Dec 2023, at 15:24, SWK-LowFlying (MULTIUSER) <SWK-LowFlying@mod.gov.uk> wrote:

Dear Mr Bibbey

Thank you for your letter dated 30th Nov 2023 regarding low flying damage in Eriswell.

If you would like us to investigate a complaint regarding low flying military aircraft please provide a date and time of the incidents and we can investigate it further.

We aim to reply within 20 working days.

Kind regards

Low Flying Complaints and Enquiries Unit|RAF Wittering|Peterborough|PE8 6HB

SWK-lowflying@mod.gov.uk

Appendix B

To Billy Manning
Planning Officer
Suffolk County Council Growth, Highways & Infrastructure
planning@suffolk.gov.uk planning@suffolk.gov.uk
sent by email 2nd March 2024

Dear Sir

Planning Ref: SCC/0103/23FH

Proposal: Retrospective application for the erection of a maintenance workshop

Retrospective application for the erection of a maintenance workshop

Location: Lakenheath Recycling Centre Brandon Road Lakenheath IP27 9FB

At their meeting held on 27th February 2024, Eriswell parish councillors resolved to approve the application

I trust this to be in order, please contact me if I may assist further

Yours

Nicola Glading
Clerk to Eriswell Parish Council
01842 337488

Appendix C

EPC Payments Feb 2024

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
Clerk	Salary Feb 24	£466.45
Clerk re-imburse	Half share of Brother cartridge	£33.49

Appendix D

Topic	Risk Identified	Risk Level H/M/L	Management of Risk	Staff action
Precept	Not submitted	L	Full Minute – RFO follow up	Diary
	Not paid by DC	L	Confirm receipt	Diary
	Adequacy of precept	H	Quarterly review of budget to actual	Diary
Other income	Cash handling	L	Cash handling is avoided, but where necessary – appropriate controls are in place	Annual review of documented controls
	Cash banking	L	Segregate duties. Check to bank statements. Regular bank reconciliations	Member to verify reconciliations taking place
Grants	Claims procedure	M	Clerk/RFO check as required	Diary
	Receipt of grant when due	M	Clerk/RFO check as required	Diary

Topic	Risk Identified	Risk Level H/M/L	Management of Risk	Staff action
Salaries	Wrong salary/hours/rate paid	M	Check salary to minute, check hours and rate to contract	Member to verify
	Wrong deductions – NI and Income tax	M	Check to PAYE Calculations	Member to verify
	Self employed status challenged	M	Agree with Inland Revenue self employed status	Obtain letter from Inland Revenue and keep on file
Direct Costs and overhead expenses	Goods not supplied to Council	M	Follow up on all orders	Approval check
	Invoice incorrectly calculated or recorded	L	Check arithmetic on invoices and perform bank reconciliations on monthly basis.	Member to verify
	Cheque payable is excessive or to wrong party	M	Signatory initials Stub & Voucher	Approval check
Grants & support	No power to pay or no evidence of agreement of Council to pay	M	Minute council agreement with the power used to authorize payment	Member verify
	Conditions agreed	L	Agree and document any reasonable conditions	RFO check
Election Costs	Invoice at agreed rate	L	RFO check and consider budget	RFO verify
VAT	VAT analysis	M	All items in cash book lists	RFO verify
	Charged on sales	M	Consider annually	RFO verify
	Charged on purchases	L	Consider all items per cash book lists	RFO verify
	Claimed within time limits	M	Agree returns submitted	RFO verify

Reserves - General	Adequacy	L	Consider at Budget setting	RFO opinion. 3 year plan
Reserves – Earmarked	Adequacy	L	Consider at Budget and review of final accounts	RFO opinion
	Unidentified Earmarked or Contingent liability	L	Review minutes	RFO/member view
Assets	Loss, Damage etc	M	Annual inspection, update insurance and asset registers	Diary
	Risk or damage to third party property or individuals	M	Review adequacy of Public Liability Insurance	Diary
Staff	Loss of key personnel (Clerk)	L	Hours, health, stress, training, long term sick, early departure – risk monitored and managed as appropriate.	RFO/member view/ keyman cover in place
	Fraud by staff	L	Fidelity Guarantee value appropriately set	Council to review annually
Loss	Consequential loss due to critical damage or third party performance	L	Review adequacy of Insurance cover	Diary
Maintenance	Reduced value of assets or amenities -loss of income or performance	M	Annual maintenance inspection	Diary
Legal Powers	Illegal activity or payment	H	Educate Council as to their legal powers	Diary
Financial Records	Inadequate records	L	RFO/clerk check regularly + internal audit review	Diary
Minutes	Accurate and legal	L	Review at following meeting	Diary
Members interests	Conflict of interest	M	Declarations of interest to be documented/ minuted and any conflict addressed as appropriate	Diary

Appendix E January SID Report

On 31 August 2023 at 15:00 the SID was installed on the B1112 on the pole positioned at the start of the village of Eriswell. The SID was positioned to monitor traffic coming from the A1065 on the B1112 heading towards the St. Laurence church in Eriswell.

Traffic speed was measured from 00:00 on 01 January 2024 up until 13:00 of 29 January 2024.

There are between 2700 and 2900 vehicles per weekday passing this point heading towards Eriswell.

There are between 1700 and 2300 vehicles per day over the weekend heading towards Eriswell.

The busiest times during the week are 07:00-08:30 (Avg. 320 cars p/h) and 17:30-18:30 (Avg. 285 cars p/h).

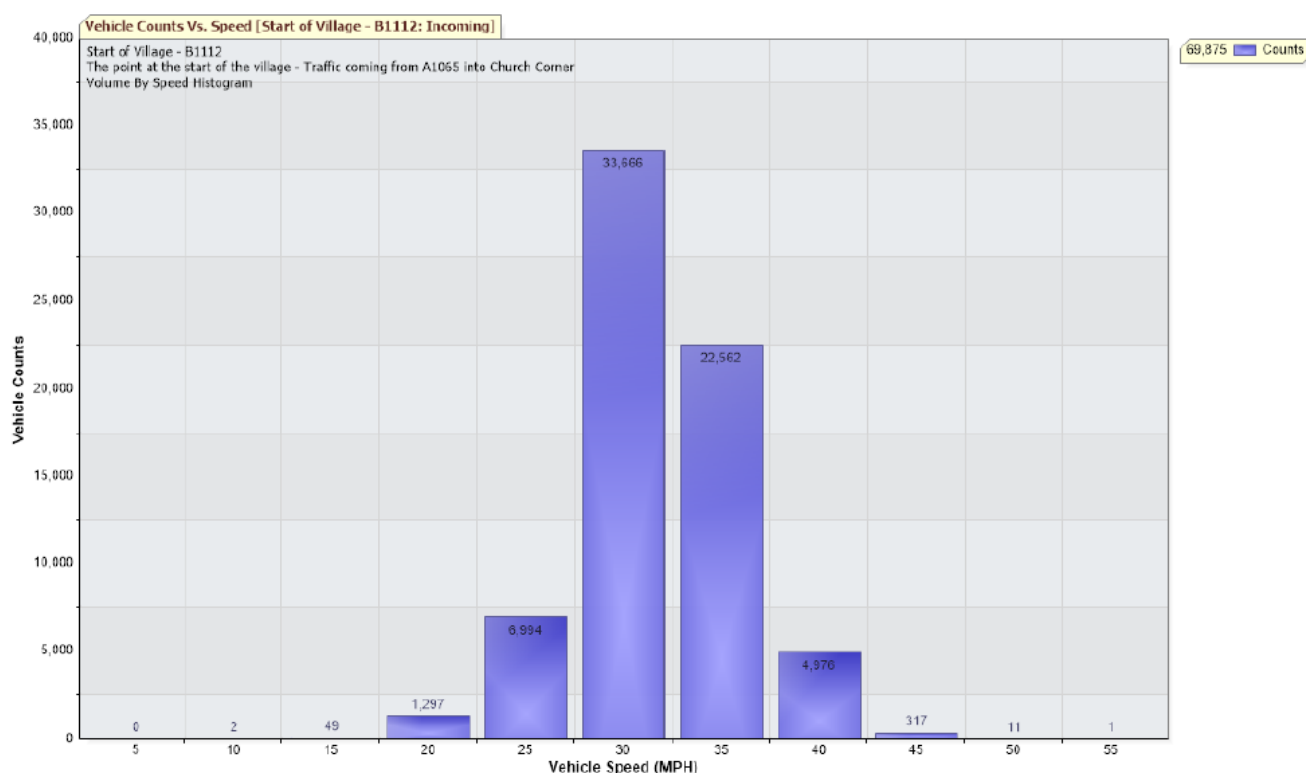
The 85th Percentile Speed (most people) travel at or below **33.9 MPH** past his point.

The 50th Percentile Speed (half the traffic) travel at or below **28.9 MPH** past his point.

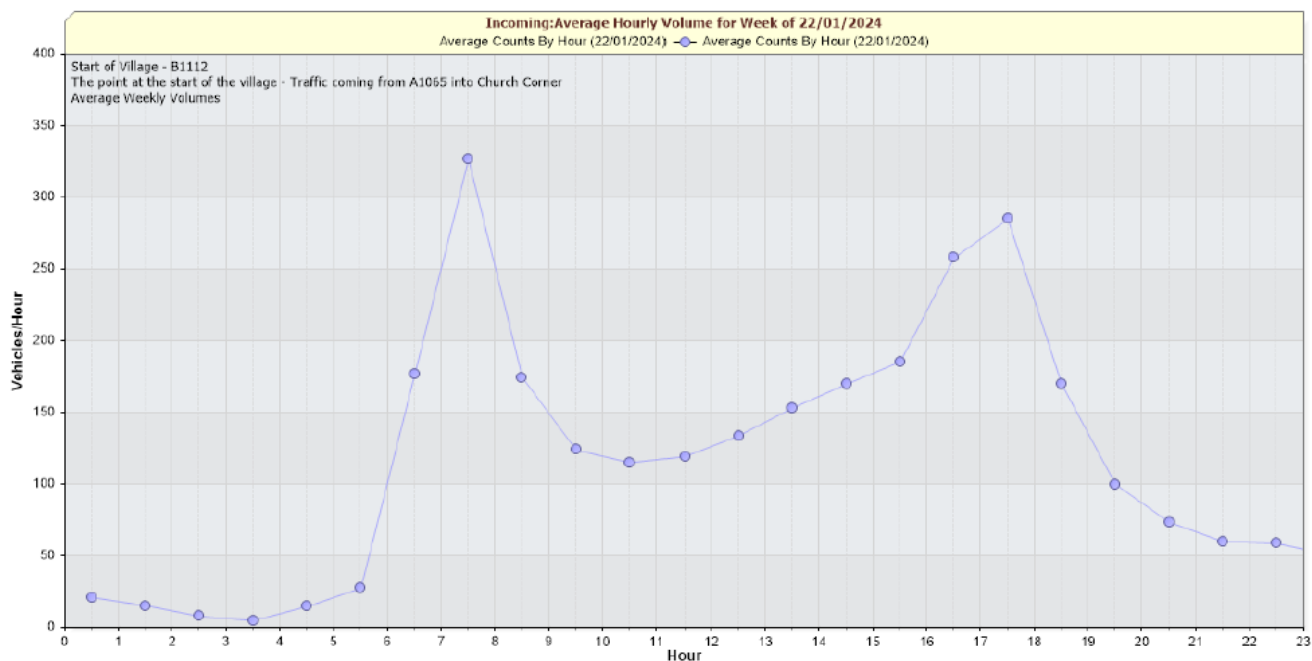
The fastest speed recorded was **55MPH**.

The next pages show:

- Speed vs vehicle counts at the point listed above.
- Typical hourly volumes (weekdays) passing this point
- Community Speed Watch Team Limit (35MPH) exceedances



01/01/2024 to 29/01/2024 into Eriswell – Traffic from A1065



Typical weekday volumes/hour heading from A1065 on B1112 to Eriswell

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
0 - 1	5	11	21	11	10	25	9
2 - 2	12	6	8	6	6	9	11
2 - 3	7	2	4	1	3	13	8
3 - 4	2	2	1	3	4	6	7
4 - 5	6	8	5	9	5	5	5
5 - 6	14	18	15	15	5	12	10
6 - 7	57	48	80	65	56	10	5
7 - 8	84	82	94	97	81	12	16
8 - 9	58	75	72	56	57	33	17
9 - 10	55	42	42	57	47	59	20
10 - 11	41	34	37	39	37	50	41
11 - 12	47	29	42	44	42	61	49
12 - 13	44	21	39	50	60	50	49
13 - 14	54	34	43	48	50	49	53
14 - 15	58	57	56	52	49	66	54
15 - 16	59	55	55	44	59	54	55
16 - 17	39	34	36	56	53	43	43
17 - 18	31	32	37	26	46	30	25
18 - 19	31	27	37	38	38	31	27
19 - 20	15	20	27	22	27	25	31
20 - 21	27	21	16	28	29	13	16
21 - 22	18	23	14	24	15	23	18
22 - 23	14	31	24	20	24	18	11
23 - 24	17	12	19	28	14	12	17
Totals	795	724	824	839	817	709	597

Exceeding Speed of 35MPH - January