



Rushmere St. Andrew Parish Council

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"Seek The Common Good"



Minutes of the Parish Amenities & Services Committee meeting held on 21st July 2022 at 7.30pm at Tower Hall

CHAIRMAN:	Mr J Wright
COMMITTEE MEMBERS PRESENT:	Mr D Francis, Ms B Richardson-Todd, Mr J Wright, Mr B Ward, Mr K Driver, Mr M Newton, Mr R Whiting, Mr J Westrup, Mr R Nunn
OTHER COUNCILLORS PRESENT:	None
APOLOGIES:	Ms C Evans (another commitment), Mr C Griggs (another commitment) Mrs M Brown (another commitment), Mrs B Richardson-Todd (another commitment)
CLERK:	Mrs S Jenkins. Minutes taken by Mrs S Jenkins
ALSO PRESENT:	0 Members of the Public

NAR Old AP no action recently, **INP** In progress not resolved, **NEW** → New AP this meeting, **CLD** Cleared by this meeting

1. APOLOGIES & APPROVAL OF ABSENCE, PROTOCOL AND CONDUCT REMINDERS

The Chairman reminded Councillors of the Code of Conduct, protocol for debate and statutory rights to film, record, photograph or otherwise report on the proceedings of the meeting.

Mr J Westrup proposed that the apologies and reasons for absence be accepted, seconded by Mr M Newton with ALL in favour.

[The Clerk left the meeting for at 7.35 pm and joined again at 7.36 pm].

2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THURSDAY 19th MAY 2022

Mr M Newton proposed acceptance of the minutes with the following amendments:

Item 9b – Correspondence **from** Mr Houchell in respect of replacement hedgerow on Woodbridge Road.

This was seconded by Mr B Ward with ALL in favour. The minutes were duly signed as a correct record.

3. DECLARATIONS OF COUNCILLOR INTEREST

Mr Newton declared a local non-pecuniary interest as a member of East Suffolk Council and also stated that he may be asked to reconsider any matter from this meeting at District Council and at any relevant Committee/Sub Committee and in so doing, shall take into account all relevant evidence and representations made at the District level before coming to a decision.

4. PUBLIC PARTICIPATION

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

None

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

Mr M Newton agreed that any issues with bins not being emptied to contact him and he will raise it with East Suffolk Councillor J Mallinder and Suffolk Coastal Norse.

Mr K Driver agreed to send link to reporting tool to the Clerk to put on the Parish Council website.

Mr R Nunn reported the increase in dog fouling. There is a fine but no dog warden available to give them out.

Mr R Nunn reported the overgrown state of the verges near the pavement edge prior to the hill on Foxhall Road. The Clerk to report to Suffolk Highways.

Mr J Westrup advised Mr B Brander commented on the Green issue of 'Your Rushmere' and said it was the best edition he had ever seen. The Clerk was thanked for her work on producing such a successful issue.

5. ALLOTMENTS

a. Update and Any Queries from Councillors

Mr J Westrup reported there were no issues but warned that the water bill would be high this year.

Mr R Whiting advised that a tenant had commented to him how well run the Allotments are. Mr J Westrup was thanked for his excellent management of the Allotments.

b. To Consider and Approve the Removal of Plastic Compost Bins, Level Contents and Form a New Letting Plot

Mr J Wright explained there is an area at the Allotments of compost bins of which only 3 are being used. The area is overgrown and an eyesore. Therefore, the area should be cleared and the 3 bins moved to another area where there are other bins. Once the area is cleared this provides the potential to create another plot. Bearing in mind the length of the waiting list this would be a better use of the land.

As SCL Landscape Ltd are contracted to do the maintenance at the Allotment they are our preferred company to use and no other quotes have therefore been sourced. SCL Landscape Management have quoted £1,200 plus VAT to remove the plastic compost bins and level the contents at the Allotment Gardens and £325 plus Vat to relocate 3 bins.

As there is not enough Allotment maintenance budget left for this year the Responsible Finance Officer has confirmed the possibility of using funding from the Open Space Budget in order to get the work done.

Mr K Driver proposed to accept the quote for £1,525 plus VAT from SCL Landscape Management Ltd to remove the plastic compost bins, level the land and relocate 3 bins to another site at the Allotment Gardens, seconded by Mr R Whiting and agreed by ALL.

6. ENVIRONMENT AND LEISURE

a. Update on the Installation of Fido Bin at Entrance to Footpath on Water Tower Lane Leading to Sandlings Crescent

17/03/22 Mr K Driver reported he was asked by residents if a fido bin could be installed as there was an issue with dog poo being left around the area.

The Assistant Clerk reported East Suffolk Norse have quoted £252.09 plus vat for the installation of a new dog bin, including post and fitting. They have requested the fido bin be installed as close to the road as possible. However, it was pointed out that Suffolk Coastal Norse must drive up Water Tower Lane to empty the litter bins on The Sandlings anyway. Mr J Wright and Mr K Driver to meet and decide on best position for the installation of the fido bin.

Mr K Driver proposed to purchase and install a fido bin from East Suffolk Norse at £252.09 plus Vat subject to obtaining the landowner's permission, seconded by Mr P Richings and agreed by ALL.

19/05/22 The Assistant Clerk reported that East Suffolk have been chased numerous times for a decision. An email was received today to confirm the matter was now with the correct person and that a decision is forthcoming, if not the Assistant Clerk to ask Mr M Newton to escalate this.

21/07/22 The Clerk advised that Suffolk Coastal Norse has confirmed that the Fido bin is now in stock and will be installed. The Clerk to chase.

b. Update on Play Inspection Reports and Other Matters Arising

The Clerk reported no matters arising except for the Parish Caretaker checking on loose screws on the multiplay equipment at Chestnut Play Area.

c. To Approve the Purchase and Installation of a Replacement Litter Bin at Broke Hall Playing Field

The Clerk reported that on 5th July 2022 a litter bin at Broke Hall Playing Field was set alight and put out by volunteers. This has been reported to the police and investigated.

The Clerk reported that a quote has been requested from Suffolk Coastal Norse for the purchase and installation of a replacement litter bin at Broke Hall Playing Field but despite chasing it has not yet been received.

The Clerk was asked to check in the first instance whether the Parish Council Insurance would cover the cost of the replacement bin.

Mr R Whiting proposed to give delegated authority to the chairman of PA&S and the Clerk to accept a quote up to a maximum amount of £ 500 plus VAT from Suffolk Coastal Norse for the purchase and installation of a replacement litter bin at Broke Hall Playing Field, seconded by Mr K Driver and agreed by ALL.

d. To Approve the Purchase and Installation of a New Litter Bin at Broke Hall Playing Field

Mr J Wright explained that a new litter bin was required at Broke Hall Play Area further down on the left as you go through the gate by the bench.

Mr M Newton agreed he would look into providing funding for another litter bin but preferred a large litter bin and would report back at the next meeting.

e. To Consider a Request to the Transfer of Land Owned by East Suffolk to Rushmere St Andrew Parish Council

Mr R Whiting explained that East Suffolk own land at Ditchingham Grove and Fellbrigg Avenue that is not maintained well. These sites and others may be considered of benefit to the community if the Parish Council took over ownership. Mr J Wright to identify minimal ongoing maintenance required and a cost vs benefit analysis for these areas and any others and report back to the PA&S Committee. This may need a group of councillors to have a site visit to these areas once identified.

It was agreed in the first instance the Clerk to write to East Suffolk Council and ask if they are prepared to transfer land in their ownership at Fellbrigg Avenue and Ditchingham Grove to the Parish Council to take over the permanent care and maintenance.

Mr R Whiting proposed to write to East Suffolk Council and ask if they are prepared to transfer land in their ownership at Fellbrigg Avenue and Ditchingham Grove to the Parish Council to take over the permanent care and maintenance, seconded by Mr J Wright and agreed by MAJORITY.

f. To Consider a Request to the Transfer of Two Grass Verges in The Street Near Birchwood Drive and Opposite the Baptist Church to Rushmere St Andrew Parish Council

Mr J Wright highlighted these grass verges as being poorly maintained. It was agreed to write to East Suffolk Council and ask if they are prepared to transfer the grass verges in The Street Near Birchwood Drive and Opposite the Baptist Church in their ownership to the Parish Council or to request permission to tidy these areas up.

Mr J Wright proposed to write to East Suffolk Council and ask if they are prepared to transfer the grass verges in The Street Near Birchwood Drive and Opposite the Baptist Church in their ownership to the Parish Council or to request permission to tidy these areas up, seconded by Mr R Whiting and agreed by ALL.

g. To Consider and Approve the Levelling of the Path next to the Hedge at the Lawn Cemetery

Mr R Whiting reported that the path next to the cemetery despite levelling off two stumps previously was still a trip hazard as they have grown. Also, the path is a health and safety issue when wet as it is uneven. Mr R Whiting has asked for a quote to level the path and make it safe. It is to be noted that the path is not on land owned by the Parish Council, so permission required from landowner.

As SCL Landscape Ltd are contracted to do the maintenance at the Cemetery they are our preferred company to use and no other quotes have therefore been sourced. SCL Landscape Management Ltd have quoted £300

plus Vat to dig out the stumps and £1350 plus Vat to supply and lay a 1.5 m wide crush tarmac footpath adjacent to the cemetery on the existing soil footpath. It is intended to use Cemetery money to fund this work. Mr J Wright asked that as the quote for tarmac was not the preferred option if more quotes are sourced and to ensure the path is in keeping with its surroundings. This was agreed and the Clerk is to ask SCL Landscape Management for another quote and The Greenways Project. The Clerk to write to the owners of the land at The Lodge adjacent to the path to advise of the planned work.

7. ROADS, VERGES AND FOOTPATHS

a. Update and Any Queries from Councillors

None

b. INP Update on Submission of Application of SIDs to Suffolk County Council

18/11/21 The Clerk reported 9 locations in the parish have been identified that are considered suitable for SID applications, those include 2 in Playford road, 2 Arundel Way, 2 The Street, 1 Foxhall Road, 2 Woodbridge Road. Councillors debated whether SID applications should be submitted for these applications. The Clerk to look at submitting a funding proposal to East Suffolk Council for a SID.

Mr K Driver proposed that SID applications be submitted to East Suffolk Council for the above locations, seconded by Mr J Westrup agreed by ALL.

20/01/22 The Clerk reported that SID funding was approved by the East Suffolk Community Partnership for £3,730 to purchase a SID for the parish. Subsequently SID applications were submitted to Suffolk County Council for the mentioned 9 locations. Suffolk County Council has indicated that a maximum of 6 locations can be approved in the parish. Councillors agreed to prioritise the SID applications as follows: Arundel Way, Foxhall Road, Playford Road, two locations in The Street and Woodbridge Road

If the above-mentioned locations are not suitable then the other remaining locations will be considered.

17/03/22 The Clerk reported that a temporary ANPR was attached to an existing post along Arundel Way for a week. The results have been shared with the Parish Council.

19/05/22 Six locations provisionally approved by officer and five new posts will need to be installed for the SIDs. SCC is currently putting works pack together for the installation of the posts. It is estimated that it would take a maximum of 14 weeks to install the posts, but it is too early to have accurate timescales. SIDs have been order and the PC should receive the SIDs in the next couple of weeks. Need to potentially resolve issue at Woodbridge Road. Awaiting confirmation that current location identified will be fine to progress

The Assistant Clerk reported that the proposal for Playford Road and the one for Woodbridge Road creating a warning for Cadent Gas Mains. After providing additional details, we were given the okay to proceed with caution for the Playford Road location, however, for Woodbridge Road they want to undertake a site visit when the works take place in order to either agree we can proceed or to prohibit works. The Parish Clerk has asked for clarification from Cadent but if they have some concerns we will not proceed with a post at that location. Mr J Wright confirmed he has sent a reply to suggest moving the sign away from the gas pipe.

21/07/22 The Clerk advised that five of six locations submitted has been approved. Issue with Woodbridge Road location and unlikely that a suitable location for Woodbridge Road will be identified. Looking at additional location in Playford Road. Awaiting feedback from Commoners as they own land and will need to provide approval. Ordered and received SIDs.

Mr J Wright advised he was meeting with the Parish Caretaker to look at how to fix the brackets to the post in Arundel Way. Mr J Wright looking into a scheme to rotate the SIDs.

c. Update on Community Speedwatch

Mr J wright gave an update. There have been 40 sessions since February 2022. There were 300 drivers travelling between 35-48 mph and 12 repeat offenders that the police will speak to.

d. To Consider and Agree all Traffic Calming Options at Playford Road Playford Road update:

The Clerk reported that an update has been received from Suffolk County Councillor Stuart Lawson and this was read out as follows:

Mark Kerridge, Community Engagement and Minor Works Manager has responded to the issue with the speed bumps.

Whilst we are in agreement with our supply chain that the remedial works undertaken to the speed cushions, to varying degrees do not conform to the scheme drawings, those differences may have limited effect on the speed outcomes. I think it is sensible now to assess the scheme against the original feasibility study and anticipated speed reductions expected from these types of traffic calming measures.

To that end I have ordered a survey from the 5th September for two weeks. One site will be to the east of Humber Doucy Lane (this is the same as the original location) the other will be a little further away from the Bent Lane junction in the Ipswich direction. The original location there will not be comparative now given we have installed the mini roundabout. It will be important for that site to assess the reduction in speeds into the residential area.

He will update once this has been done.

Mr J Wright expressed concern that the speed cushions cause traffic to drive closer to the kerb and pedestrians and cyclists are more likely to be hurt. It would be safer if they were removed.

The Clerk was asked to ensure Mr J Wright and Mr R Whiting are copied into correspondence on Playford Road by Suffolk County Councillor, Stuart Lawson.

Mr R Whiting proposed that the Parish Council write to Chief Executive Nicola Beach at Suffolk County Council reporting that Rushmere St Andrew Parish Council has no confidence in the Suffolk County Council traffic calming scheme on Playford Road and have grave concerns about the safety of pedestrians and other road users, seconded by Mr M Newton and agreed by ALL.

Wheelie Bin Stickers

The Clerk advised that there are a total of 400 houses on Playford Road, The Street, Bent Lane and Foxhall Road that can be sent 30 mph warning signs for their wheelie bins. With 2 bins out on different weeks each household would need 4 stickers to go one each side of the bin. Total stickers required $400 \times 4 = 1600$ stickers

The best cost option for the bulk purchase of stickers is Smartwheelie, who are company set up to specifically print and supply speed and community awareness stickers.

2000 stickers = £950

Distribution by our preferred company who give a good service in delivering the newsletters and therefore know the routes is approximately £ 50.

The clear polythene mailing bags will be £26.05 for x 400 from Kite packaging

Mr M Newton proposed that it be recommended to PC that the purchase of litter bin stickers, mailing bags and distribution be approved, seconded by Mr R Whiting and agreed by a Majority.

e. Update on Repainting of Slow Speed Roundel at Playford Road

19/05/23 Speed roundel - The request for a 30mph floor marking is not allowed under the current rules (see below) so a decision has to be made as to whether we go with what we are allowed with which is a **SLOW** marking along Playford Road. We have agreement for this, and Stuart Lawson is willing to fund half of this from his Locality Budget if Councillors agree. The cost to the Parish Council will be £215 and Stuart will fund £215 from his locality budget.

The Assistant Clerk was asked to contact Councillor Stuart Lawson and request that he asks for the existing sign on the road to be repainted.

The Assistant Clerk was asked to look into the cost of a 'Welcome to Rushmere St Andrew' sign including a speed request and speed limit stickers for wheelie bins.

21/07/22 The Clerk reported that an update has been received from County Councillor Stuart Lawson. The **SLOW** sign for Playford Road that was requested is the repainting of the faded SLOW along and there cost the Parish Council nothing. I spoke to Jason Crane yesterday and this will be completed before 15th August this year and I have asked him to move forward if he can, but 15th August is the latest and then we are done.

f. To Consider Design Options for New Village Entrance Signs

The Clerk provided examples of entrance signs with a welcome and speeding caution.

Mr R Whiting suggested the Parish Council looks in more detail at possible locations and the Clerk to check if Suffolk County Council will allow the signs and the inclusion of 30 MPH signs.

8. CORRESPONDENCE & ANY OTHER MATTERS

a. To Note Matters Arising Since Publication of this Agenda

None

b. Dates to Note

General Purpose and Finance Meeting, Thursday 11th August at 7.30pm at Village Hall

9. DETERMINATION OF ITEMS FOR FUTURE AGENDA

None

10. CLOSE OF MEETING

The Chairman closed the meeting at 9.22 pm.