BRANDESTON PARISH COUNCIL

The Minutes of the meeting held on Monday 13th June 2022 at 7.30pm, in Brandeston Village Hall.

Present: *Councillors B Baker, P Baker, Bange, Fletcher, Summers (in the Chair) and Clerk Catherine Bacon.*

3/22-23/1 The Chair welcomed Councillors and the public to the meeting.

3/22-23/2 Apologies for absence was received from Cllrs Locke (personal), Williams (work), District Councillor Freeman (personal) and County Councillor Bryce. **It was resolved that these were accepted.**

3/22-23/3 There were no declarations of interest.

3/22-23/4 There were no comments from the Public.

3/22-23/5 It was resolved that the Chair should sign the Minutes of the Meeting 30th May 2022 as a true and accurate record. *(Circulated and on website))*

3/22-23/6 There was no report from Suffolk County Councillor Bryce.

3/22-23/7 The was no report from District Councillor Freeman.

3/22-23/8 Finance – RFO

a) The RFO reported that the PC has a balance of £10,098.67 which also contained £527.87 of MRT funds.
b) The RFO reported that the 100+ club has a balance of £1829.39
c) The RFO reported that the Suffolk Preservation Society had auto renewed membership without notification. Membership was still to be agreed by the Parish Council. Councillors agreed that membership had not be fully utilised and therefore worth unsubscribing for the time being. **It was agreed that the RFO would cancel membership to SPS and try and obtain a refund on this year's membership.**
d) **It was resolved payment of Clerk expenses (£57.55) be approved**
e) **It was resolved payment of Land Registry search (£15) be approved**

3/22-23/9 Cllr P Baker reported that he is meeting the Headmaster of Brandeston Prep School (Jonathon Egan). The Head has only been in post a year and is keen to make contact with organisations in the village and his wife, Fizzy, is also keen to get involved in village life. Cllr B Baker asked if they could be reminded about hiring the Village Hall and to remind parents of the village facilities. Cllrs P Baker and Summers stated that boarders do use the recreation ground. Cllr Fletcher stated that the ground staff at the school continue to cut the grass in the recreational ground.

Cllr B Baker confirmed that he would like to take on the post of Traffic Calming/Road Safety Officer. His intention to set up a working party to try and help reduce speeding within the village. He believed that Speed Watch campaigns are a short-lived solution and that physical structures are better. He suggested that current data is needed to support the need for these structures. The data currently held is either pre-Covid or captured during Covid timeframes and that the Parish Council need to be able to record current data. Cllr Fletcher had previously researched the cost to repair the

data recording element of SID which was approximately £1000. It was noted that this is a small cost compared to a new device (or a number plate recognition system i.r.o. £70k.)
Cllr Summers highlighted those physical structures such as Sleeping Policemen bring their own issues such as braking, accelerating, possible increase in noise and emissions. Cllr Bange referring to some of the excessive speeds recorded, stated that a serious accident is waiting to happen. Cllr B Baker stated that a view has to be taken regarding the negative impacts of physical barriers v speed reduction. It was agreed that the Clerk would contact District Councillor Freeman and Suffolk County Councillor to request for funding to repair the current SID device.

3/22-23/10 Planning

a) **DC/22/2157/TCA, Tyes Cottage, 15 Low Street, Brandeston, Woodbridge, Suffolk, IP13 7AN. 1no. Beech (T1 on plan) - Reduce in height by 4 metres and shape remaining crown by up to 1 metre, 1no. Green gage (T2 on plan) - Overall crown reduction by 1.5 metres, 1no. Birch (T3 on plan) - remove lowest left hand limb and first lowest on right side (as viewed from Low Street), 1no. Cherry (T4 on plan) – fell.**

Cllr B Baker visited the property and took pictures, with permission of the owners, of the tree in question to support the Parish Council in making a decision.

Research into felling trees within a conservation area, such as Brandeston, was investigated by Cllr B Baker. Relevant information can be found on the East Suffolk website at: https://www.eastsuffolk.gov.uk/planning/design-and-conservation/trees-and-landscape/trees-in-conservation-areas/

The website states:
Trees in conservation areas which are already protected by a Tree Preservation Order are subject to the normal TPO controls.
Trees in a conservation area that are not also protected by a TPO are protected by the provisions in section 211 of the Town and Country Planning Act 1990.
These provisions require people to notify the local planning authority, using a 'section 211 notice' six weeks before carrying out certain work on such trees, unless an exemption applies. The work may go ahead before the end of the six-week period if the local planning authority advises that they have no objections. This notice period gives the authority an opportunity to consider whether to make a TPO on the trees.
There are certain circumstances where written permission from the Council may not be necessary before undertaking works.
These include;

- *Making a tree safe if it is an imminent threat to people or property*
- *Removing deadwood or a dead tree*

If the owner is in any doubt on these matters they should check with the Council.
If you consider the work to be exempt you are still required to give 5 days' notice to the local planning authority, although the forms should not be used but rather notice should be given by email or written note. You should supply photographic evidence to support your view that the work is exempt.

Cllr B Baker highlighted information in the guidance notes of the website referring to providing reasons for applications to fell trees:
Reasons must be given for work to trees protected by a TPO. For trees in conservation areas, giving reasons for work would be helpful, but is not mandatory.

Cllr B Baker showed the Parish Council which trees in Brandeston currently have tree preservation orders (TPOs); information can be found at: Geographic Information System » East Suffolk Council
Cllr Summers stated that even if ESC considered a tree worthy of a TPO, it would have to meet specific criteria to justify the TPO.

Cllr B Baker noted that when an extension is erected, the job is complete. When a tree is planted, it grows and needs to be managed and therefore needs to be assessed accordingly.

Cllr Summers spoke with Nicholas Newton, Arboriculture & Landscape Manager, East Suffolk Coastal, to gain further clarification of the policy and to seek general guidance as to how the Parish Council should approach considering such notices of intent, now and in the future. DC/22/2157/TCA is not a planning matter but a notice of intent. If there is no response from ESC within the 6-week period, the applicant has 2 years in which to undertake the work/felling. During the six-week period after submitting the notice of intent, ESC can visit to inspect the tree(s) and comment. Nicholas Newton confirmed that his team would be visiting the site.

Cllr Summers noted that if substantial trees in relatively close proximity to a building are felled, other problems may occur such as movement to the structure of the building. When building near to a tree the footings/foundations will be specified to account for the spread and depth of the roots of the tree. It may be that building work is restricted because of the proximity of a tree

It was resolved that Brandeston Parish Council raise no objection and that the applicant not to take action until a formal response is received from ESC / the expiry of the six-week period.

b) **DC/22/2170/TCA, Forge House, Low Street, Brandeston, Woodbridge, Suffolk, IP13 7AN. 1no. Holm Oak (T1 on plan) – fell.**
The Parish Council agreed that the discussion for DC/22/2157/TCA in 3/22-23/10a was also applicable to DC/22/2170/TCA.
It was resolved that Brandeston Parish Council raise no objection and that the applicant not to take action until a formal response is received from ESC / the expiry of the six-week period.

3/22-23/11 The Clerk reported that a form to obtain a quote from Ansvar Insurance had been submitted to the Insurance department at Community Action Suffolk a month ago – CAS have negotiated a deal for Suffolk Parish Councils. This was followed up last week having not received a quotation for Parish Council Insurance. An email was received by the Clerk asking to complete and submit the application form previously submitted. The information has been resubmitted and the Parish Council is now awaiting a quotation.

3/22-23/12 Cllr Bange reported that GDPR is still ongoing; it has been a much larger project than initially anticipated.
The GDPR Policy (explains to Cllrs and Public what GDPR is) is being drafted.
The Model Publication Scheme (how information is published) is being drafted.
The Privacy Policy (how the PC hold and use data) is drafted.

RC)

An area on the new website will be constructed specifically to the Parish Council and with designated areas. Cllr Bange spoke with Darryl Morgan and Kathy Churchill about the progress of the new village website; it will hopefully be complete in the approximately next 6 months.
Cllr Bange proposed that the GDPR policy be signed off at the PC meeting in September on the basis that there are not issues arising.

3/22-23/13 Date of next PC Meeting, Monday 11th July2022 at 7,30pm, Meeting Room, Brandeston Village Hall.