



Rushmere St Andrew Parish Council

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Minutes of the Environment and Services Committee meeting held on Thursday, 30th January 2025 at 7.30pm at St Andrews' Church Hall

CHAIRMAN: Cllr R Whiting

PRESENT: Cllr R Whiting, Cllr B Ward, Cllr M Odam, Cllr K Driver, Cllr R Nunn, Cllr S Taylor.

APOLOGIES: Cllr J Wright (another commitment) Cllr D Francis (unwell) Cllr J Westrup (another commitment)

CLERK: Mr Massey (Clerk). Mrs S Stannard (Assistant Clerk). Minutes taken by Mr Massey.

ALSO PRESENT: Members of the Public 0.

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

Cllr Whiting 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.

Cllr Nunn proposed approval of the apologies as listed above. Seconded by Cllr Ward. Resolved with ALL in favour.

2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THURSDAY 14th NOVEMBER 2024

Cllr Ward proposed acceptance of the Environment and Services Committee minutes held on Thursday, 14th November 2024 with no amendments. Seconded by Cllr Driver. Resolved with MAJORITY/ ALL in favour. The minutes were duly signed as a correct record

3. DECLARATIONS OF COUNCILLOR INTEREST

Cllr Driver declared a non-pecuniary interest in the allotments as an allotment holder.

4. PUBLIC PARTICIPATION

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

No matters arising

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

No matters arising

5. ALLOTMENTS

a. To Receive and Note Minutes of Allotment Rents Working Group Meeting held on 9th January 2025

Cllr Whiting made councillors aware of the minutes of the Allotment Rents Working Group Meeting that was held on 9th January 2025 and the draft minutes that were circulated prior to the meeting. Councillors noted this.

b. Feedback from the Allotment Manager

The Clerk provided Councillors with an update on the allotments as received from the allotment manager, Mr Squirrell. Councillors noted this.

c. To Consider and Agree Recommendations Regarding Moving from Allotment Fees in Arrears to Charging Fees in Advance

Item 5c and 5d were dealt with together.

d. To Consider and Approve Timeline for Moving from Arrears to Advance Payments

Cllr Whiting provided Councillors with an update regarding the change in the allotment charging system proposed and recommendations discussed at the Allotment Rents Working Group held on 9th January 2025. The following recommendations were made:

- Recommendation from National Allotment Society and approved by the Allotment Working Group to move to a pay in advance system for the allotments and update the tenancy agreements
- February 2025: Notify tenants that the new payment system will take effect from April 2026.
- October 2025: Final payment under the arrears system, covering the period from September 2024 to October 2025. New tenancy agreements to be implemented.
- October 2025 - March 2026: Transition period. Provide a rent-free period to align with the financial year and avoid a double payment burden on tenants.
- April 2026: Implement the new system, with rents payable in advance for the April 2026 – March 2027 period and beyond, as outlined in the updated tenancy agreement.
- Recommendation from Allotment Working Group to give delegated authority to implement the above

Cllr Nunn proposed that the above-mentioned recommendations be approved. Seconded by Cllr Taylor. Resolved with ALL in favour.

6. ENVIRONMENT AND LEISURE

a. To Consider Suggestions Regarding Noticeboards

Cllr Whiting updated Councillors on the current number, location and state of noticeboard in the parish. Currently there are 16 noticeboards in the parish and it is expensive to maintain and service all the noticeboards. Given the number of people that now access agendas online it is proposed to make the following changes to the noticeboards in the parish:

Remove the following noticeboards: at the allotments in The Street, at Broadlands Way close to the junction with Foxhall Road, at Foxhall Road at the walkway near the Ipswich sign, Chatsworth Drive. Make the following changes to Noticeboards: remove the noticeboard at the Village Hall, refurbish and move this to Brendon Drive and remove the old metal noticeboard at Brendon Drive; move the noticeboard from Brookhill Way to opposite Arundel Way but adjacent to the walkway. Remove the old metal noticeboard opposite Arundel Way.

Cllr Nunn proposed that it be recommended to Council in March (1) to remove the following noticeboards from the asset register – at the allotments; Foxhall Road walkway; Brendon Drive; (2) Salehurst Road and that the noticeboard at Brookhill Way be moved adjacent to the walkway opposite Arundel Way; the noticeboard at the Village Hall be moved to Brendon Drive and that the noticeboard in Broadlands Way be moved to Salehurst Road. (3) Materials and equipment of a maximum of £150 be purchased to remove and move the noticeboards (4) Two sets of composite plastic legs be purchased from Greenbarnes Ltd at a cost of £500 + VAT. Seconded by Cllr Stafford. Resolved with ALL in favour

b. To Consider and Approve Purchase and Installation of Signs at Land adjacent to Foxhall Road

Cllr Whiting informed Councillors that it would be beneficial to have signs at the walkways that the parish council owns adjoining Foxhall Road. Councillors discussed this and it was highlighted that it would be beneficial to discuss this further, as there maybe more signage required and there could be benefits gained from purchasing in bulk.

Cllr Whiting deferred this item to a future meeting subject to the clerk obtaining more information.

c. To Inform Councillors of Site Visit for Land Transferred from East Suffolk Council

Cllr Whiting informed Councillors that it would be beneficial to arrange a site visit to view the land transferred from East Suffolk to the Parish Council recently. The purpose of the site visit will be to formulate a plan for the long term maintenance of these areas.

The site visit will happen on 7th February 2025 and all councillors are invited to attend and the clerk will send out a calendar invite. Councillors noted this.

7. ROADS, VERGES AND FOOTPATHS

a. To Report on Speed Indictor Devices and Speedwatch

Cllr Whiting provided Councillors with a report on SIDS and Speedwatch in the parish. Councillors noted this.

b. To Consider and Approve Traffic Management Solutions for The Street

Cllr Whiting updated Councillors on this item. Councillors discussed possible solutions for managing speeding traffic in The Street.

Cllr Odam proposed that the Clerk and the Assistant Clerk make investigations into both 20 mph speed limits and weight restrictions with the relevant authorities and report back to Parish Council for discussion. Seconded by Cllr Taylor. Resolved with ALL in favour.

8. TO NOTE CORRESPONDENCE RECEIVED

The Clerk reported that the parish handyman informed him that the path along Ditchingham Grove is very muddy. Councillors noted this and will inspect during the walkabout on the 7th February.

The Clerk reported that a resident has wrote to thank and congratulate the council on an excellent job with the cleaning and widening of a few of the paths along The Street. Councillors noted this.

The Clerk reported that a resident informed the council of a dangerous dog incident on The Sandlings. The council requested that the Clerk inform the resident to inform; the Police, the Commoners Committee and East Suffolk Council of any incidents.

9. DETERMINATION OF ITEMS FOR FUTURE AGENDA

No Matters Arising

10. CLOSE OF MEETING

The Chairman closed the meeting at 8:10pm.