



Welcome to our joint newsletter. Our aim is to keep you informed about relevant council business across Babergh and Mid Suffolk and other information useful to your towns and parishes.

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We upload every issue of the newsletter to our website: if you would prefer to share the newsletter from there rather than as an email attachment, you can always find the latest edition online at:

<http://www.midsuffolk.gov.uk/home/town-and-parish-council-newsletter>

Or:

<http://www.babergh.gov.uk/home/town-and-parish-council-newsletter>

Across Babergh & Mid Suffolk

Councils Appoint Temporary Head of Paid Service

Babergh and Mid Suffolk District Councils have approved the appointment of Deborah Cadman, Chief Executive of Suffolk County Council, as temporary Head of Paid Service pending the appointment of a new permanent Joint Chief Executive.

Deborah took up this post on 4th August and it is anticipated she will spend around one day a week with Babergh and Mid Suffolk. There will be no additional personal

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remuneration paid to her, but Suffolk County Council will receive payment from Babergh and Mid Suffolk for any reasonable expenses incurred while she is in the role.

This arrangement is expected to span six months, but is dependent on the appointment process for a permanent Joint Chief Executive following the departure of Charlie Adan.

In a joint statement Cllr Jennie Jenkins, Leader of Babergh District Council and Nick Gowrley, Leader of Mid Suffolk District Council said, “We are fortunate that Deborah Cadman has agreed to provide us with additional support during this transition period. She will be working closely with our recently appointed Deputy Chief Executive Lindsay Barker and the wider leadership team. This arrangement reflects the excellent reputation we have for collaborative working in Suffolk and as the Devolution process develops this agreement provides both a practical and also cost effective solution for our two councils until we can appoint Charlie’s permanent successor.”

Speaking about her temporary appointment, Deborah Cadman said: “I am very pleased to agree arrangements to work with the leadership team at Babergh and Mid Suffolk District Councils and respective Leaders; Cllr Jennie Jenkins and Cllr Nick Gowrley to ensure that both authorities continue to deliver local services to residents. This temporary agreement is a clear demonstration that different levels of local government in Suffolk can work together to compliment the resources and experience available. With the full support of Suffolk County Council’s Corporate Management Team, I am confident that this arrangement will not detract from the leadership capacity of any organisation.”

Engagement Events: Thank you for your support

We wrote to you in May to tell you about our plans to hold a series of informal engagement events across our communities to discuss the housing growth we need to meet the needs of a population which is due to increase significantly over the next 20 years. As we explained, we wanted to start a conversation about the challenges and opportunities we face and give our communities the chance to put their questions and their ideas for how we could meet these challenges directly to officers.

These events started on 8th June in Elmswell and ended on 22nd July in Thurston. During this time we talked to over 600 people, received almost 2,000 different insights (gathered on “post it” notes at the events), we have seen a significant increase in conversation through social media and we have followed up comments from people who couldn’t attend but who are interested in finding out more. Over 200 surveys were completed and initial feedback shows that over 60% of respondents found the events helpful and informative and just over 50% of respondents agreed with the need for new housing in the area. We don’t intend to stop here, we need to get into schools, we need to get online and we need to connect with 15 – 45 year olds and groups which we know are often difficult to reach.

We are currently working to understand the key themes, the learning and the action points. Given the volume of feedback we received we need time to reflect and make

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sure we can explore and understand fully the impact of the campaign. We will make sure that this is made available within our next edition.

Councils Prepare for Electoral Reviews

Both Babergh and Mid Suffolk are preparing to undertake Electoral Reviews with the Local Government Boundary Commission.

At our recent Full Council meetings, on Tuesday 26 July in Babergh and Thursday 28 July in Mid Suffolk, members of both councils received a presentation and report which formally started the Electoral Review process in each district, to be carried out by the Local Government Boundary Commission for England .

The review for Mid Suffolk is classed as an intervention review, which has been triggered by the level of electoral inequality: for example, the ward of Stowmarket North in Mid Suffolk now has a population over 30% larger than the average (mean) for Mid Suffolk wards, while over 30% of the wards in Mid Suffolk have a population more than 10% larger or smaller than the average. These levels of population inequality are both triggers for the Local Government Boundary Commission to review the ward boundaries, and Mid Suffolk is now working with the Commission on this review.

While Babergh does not meet these criteria, the fact is that population growth does mean that over 20% of wards in the district are 10% larger or smaller than the average, and so at the recent Full Council meeting it was decided that, rather than wait for the formal triggers to require a review, the district would voluntarily review its boundaries now, to ensure any changes can be incorporated in time for the next District Council elections.

These reviews will consider how many councillors Mid Suffolk and Babergh District Councils each have, it will also consider where the ward boundaries fall throughout our districts. It does not however have the power to make any changes to the boundaries of Mid Suffolk or Babergh, only to the ward within the districts.

The overall aim of the review is to ensure that we have electoral equality in our districts: that each councillor represents a similar number of residents, and each councillor requires a similar level of support from residents to be elected. While the nature of our communities means there will never be exactly equal numbers of voters in every single ward, with work and planning we can ensure the numbers are all similar. The boundary arrangements in both councils were last reviewed in 2001, and over the past 15 years the population of different wards have changed in markedly different ways.

This will not be a one sided process: there are plans for two rounds of public consultation in 2017, when members of the public will first be invited to submit their comments and, in the second round, to comment on the proposals for new wards.

So what happens next? The first phase of the review, that will commence shortly, will largely involve the district councils talking directly to the Boundary Commission: looking at our governance arrangements, the workloads of ward members and the

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number of councillors each district needs. Once this phase is complete, work will begin to consider where ward boundaries should fall: this will be the phase where we will most want to engage with you, our towns and parishes, to make sure that any new ward boundaries fall in sensible places that reflect the reality of life for our communities and to decide what model – single member or multiple member – works for each ward.

We are still some months away from this work while we focus on the first phase. We will continue to update you on how the Reviews are progressing, via these newsletters, our Liaison Meetings and direct messages: stay tuned for further details!

Norfolk & Suffolk Devolution Deal: Have Your Say

We are now reaching the end of the consultation period when people across Norfolk and Suffolk are being asked for their views on the proposed devolution deal and associated governance arrangements for the two counties.

You and your residents can still have your say until the consultation closes on **Tuesday 23 August**. Don't miss out - this is an open consultation that anyone in Norfolk and Suffolk can respond to.

As you know, during June and July, the Leader of Babergh District Council Cllr Jennie Jenkins and Cllr Nick Gowrley, Leader of Mid Suffolk District Council, held two meetings with parish clerks and councillors representing towns and parishes across our districts.

For those of you who were unable to attend, they were keen to explain the benefits of East Anglian Devolution in transferring certain decision-making powers and funding down from Central Government to our local area:

- Negotiations with Government are positive and progressing well - Government is certainly listening to East Anglia
- Proposals being consulted upon are for two Deals (Cambridgeshire/Peterborough and Norfolk/Suffolk), based on the original devolution agreement signed by Leaders in March
- The majority of councils across Norfolk and all in Suffolk, along with the New Anglia Local Enterprise Partnership supported the deal and agreed to ask the public for their views.
- Government has been clear that councils will need to approve the proposed deals locally before they will formally agree them.
- The two District Councils are committed to working with Government to achieve a devolution settlement that improves the lives of our communities, and means that decisions are taken close to where they have an effect.

There is still time to feedback your comments on the deal if you haven't already had the chance to do so: the quickest and easiest way for parish and town councils, residents and businesses to have a say on the proposed Norfolk and Suffolk Devolution Deal is to complete the consultation survey on the www.eastangliadevo.co.uk website, or to email: HaveYourSay@norfolk.gov.uk

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If you have hard copies of the survey you can also complete it and return it via Freepost.

For more details, visit the East Anglia Devo website.

Annual Electoral Register Canvass

All households in Babergh and Mid Suffolk will be receiving Household Enquiry forms at the end of August, asking you to make sure your details on the Electoral Register are up to date.

These forms must be responded to by either returning the form by post – in a provided pre-paid envelope – or, if there are no changes to the people registered at your address, online at the address provided on the form.

If there are new people to register then the council will send out an additional Invitation to Register form, which can be returned to the Council or completed online at www.gov.uk/register-to-vote

Being on the electoral register enables your residents to take part in important electoral events, from the recent EU Referendum to General Elections, and can also help in obtaining credit.

If you have any questions about the registration process, contact canvass@baberghmidsuffolk.gov.uk

Councils Call for Sites for new Joint Local Plan

Babergh and Mid Suffolk District Councils are asking landowners throughout the districts thinking of allowing development on their land to get in contact with the councils.

The two District Councils are producing a new Joint Local Plan which will replace the existing adopted plans of both Councils. The new Joint Local Plan will include the allocation of sites for residential, employment and other uses in order to meet the development needs of the districts up to 2036.

The 'Call for Sites' provides an opportunity for developers, landowners, Parish & Town Councils, individuals and other interested parties to register land within Babergh or Mid Suffolk districts to be considered as a potential allocated site in the Joint Local Plan. In addition, the Council is also providing an opportunity for landowners who wish to make a site or plot available for 'self build', an option that allows individuals to obtain planning permission to build a home of their own, to do so at this stage.

The Call for Sites will identify potential sites for development, but no site put forward will automatically see development take place: each registered site will be considered in detail by the Babergh and Mid Suffolk planning teams before sufficient sites to meet projected need in the districts are selected to move forward. Once the assessment

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process is complete, the Councils will consider the options and undertake further consultation, including discussion with infrastructure providers and local communities.

A previous Call for Sites exercise was undertaken in autumn 2014. At that stage the focus was on larger sites to inform the identification of the councils' strategic site allocations. Following the decision to produce a comprehensive Joint Local Plan for the two Districts, the councils are revisiting the Call for Sites process so that smaller sites can also be identified. In accordance with national policy the Councils are inviting the submission of sites and broad locations.

The sites submitted could be for housing (sites of at least a quarter hectare or capable of accommodating five or more dwellings are eligible), employment, community facilities, open space, renewable energy, car parking, gypsy and traveller sites or other uses. The Call for Sites process is not restrictive in relation to where sites are suggested, but it is unlikely that sites proposed in very rural areas will be suitable locations in which to build new homes, or provide new employment. However, the information provided is essential in assessing the available land and to aid us in considering where development should be distributed under the Plan.

Landowners are urged to note that for self build sites there is no minimum size threshold on submitting a piece of land, so small individual plots can be identified.

Cllr Simon Barrett, Babergh District Council Portfolio Holder for Business Growth & Increased Productivity, said: "Any landowner in the district can put forward sites for this, and will not only help us prepare for the future but will also give communities an understanding of where development could fall as they work on their own Neighbourhood Development Plans."

The Call for Sites registration form and guidance notes are available on the council's websites at:

www.babergh.gov.uk/shelaa or www.midsuffolk.gov.uk/shelaa

All forms should be returned on or before **5pm on 26 August 2016**.

Review of Corporate Enforcement Policy

Mid Suffolk and Babergh Councils are revising our Corporate Enforcement Policy and want your comments.

This policy guides the way in which all enforcement decisions are made, ranging from fixed penalty notices to prosecutions as well as providing the framework for deciding when not to take formal legal action. The policy applies to individuals and businesses and applies to both civil and criminal issues.

The objectives of the policy are to:

- Assist businesses and others in meeting their legal obligations without unnecessary expense
- Focus on prevention rather than cure

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- Ensure that we enforce the law in a fair, equitable and consistent manner
- Take firm action when it is necessary and appropriate to do so.
- Carry out enforcement that is risk-based, consistent, proportionate and effective

Services that are bound by it include planning, environmental health, licensing, housing and building control.

The policy sets out the principles that must be followed when making enforcement decisions, which are:

- Courtesy and Helpfulness
- Openness
- Clear Standards and Practices
- Proportionality
- Consistency
- Training of Staff

And when dealing with businesses includes a commitment to support those they regulate to comply and grow.

We are carrying out a public consultation on the new policy and would be grateful if you could complete a short survey to provide us with your views. You can find the survey, with links to the draft Enforcement Policy, online at:

<https://www.surveymonkey.co.uk/r/BMSDCEenforcement>

Nominations open for LGiU C'Ilr Achievement Awards

Nominations are now open for Local Government information Unit's (LGiU) annual C'Ilr Achievement Awards.

The closing date is **22nd August**, and nominations can be made online at:

<http://www.lgiu.org.uk/project/lgiu-cllr-achievement-awards-2016/>

Nominations can be made by anyone - members of the public, councillors and council officers - so please feel free to share this as widely as possible.

This year's award categories are:

- County Councillor of the Year (including Unitary)
- District Councillor of the Year
- Parish Councillor of the Year, with NALC
- Metropolitan Councillor of the Year
- Leader of the Year
- Local Trust's Community Collaborator of the Year
- Lifetime Achievement
- Young Councillor of the Year

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- Member's Choice: Communicator of the Year

Help the LGiU celebrate the work of outstanding councillors across the UK by encouraging colleagues and communities to submit nominations, and by spreading the word.

Visit the awards website above for full details on how to nominate, previous winners and key dates.

Mid Suffolk District

Mendlesham Neighbourhood Plan out for consultation

An eight week consultation on Mendlesham's Neighbourhood Development Plan is underway.

Mid Suffolk District Council has commenced the consultation following the formal submission of a Neighbourhood Development Plan for Mendlesham which has been prepared and produced by the local community.

This is the first such plan in the Mid Suffolk area which if eventually 'made' (adopted) by the District Council will be used to determine planning applications.

The public consultation asks whether the policies contained within the Plan are appropriate and is seeking views from people who live, work and carry out business in the Mendlesham area. Comments can be submitted via:

communityplanning@baberghmidsuffolk.gov.uk

The deadline for the submission of comments is Friday 16th September 2016.

Mid Suffolk will be organising an examination of the Plan once the consultation period is complete. Any comments received will be considered by an Independent Examiner who will determine whether the plan may go forward to a local referendum later in the year.

Neighbourhood planning allows communities to develop their own planning policies which will guide new development. The Plan and supporting documents can be found online at:

www.midsuffolk.gov.uk/mendleshamnp

Cllr Gerard Brewster, Mid Suffolk District Council's Portfolio Holder for Business Growth & Increased Productivity, said "This is a great milestone both for Mendlesham and for Mid Suffolk: the first Neighbourhood Development Plan in the district to be put out for public consultation. The Neighbourhood Planning Group in Mendlesham have worked hard to shape the future of their village and demonstrate that planning is not just an activity for Local Authorities.

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“This will help shape the growth of Mendlesham and I urge all residents to get in touch and let us know their thoughts on the Plan.”

Babergh District

Sudbury Citizens Advice Bureau is Moving

After over thirty years occupation at Belle Vue, Newton Road, Citizens Advice Sudbury is relocating.

However, on account of some legal difficulties that are currently being experienced, in partnership with Babergh District Council, the Citizen's Advice Bureau (CAB) will be temporarily housed in Sudbury before moving to their final planned destination.

The last day for normal CA business in Belle Vue was Friday 8 July.

During this interim period, the Chief Officer Colleen Sweeney, her staff and team of volunteers are working to achieve as full a service as possible, though inevitably there will be disruptions and a regrettable cessation of the drop-in service that is currently offered. To reduce the impact of this, greater use will be made of telephone support services.

The CAB are asking people to telephone for advice or to arrange appointments on 01787 374671 between 10.00 am and 2.00 pm Monday to Friday.

The temporary arrangements for appointments are as follows:

- Monday and Friday each week from 10.00 am to 2.00 pm at the Job Centre Plus in Borehamgate.
- Monday, Tuesday and Thursday from 10.00 am to 2.00pm at South Suffolk Business Centre, Alexandra Road, Sudbury, CO10 2ZX. This will also be a temporary venue for Money Advice appointments on Wednesday, Thursday and Friday.
- Administration will be from offices in Sandringham Court, Sudbury.
- The telephone number 01787 374671 will remain the same, and details of services will be regularly updated on www.sudburycab.org.uk. The outreach service to Hadleigh will be unaffected.

It is very much hoped that this interim period will be short as possible and that a further announcement will provide full details of new permanent premises soon.

Dr John Ashton, Chairman of the Trustees of Sudbury CAB, said “This is a frustrating situation and one we have been working hard to avoid. There are legal factors beyond our control which I have every confidence will be overcome in the very near future. I sincerely hope that the residents of Sudbury and its outlying areas who have need of the excellent service that Citizens Advice Sudbury offers will be as patient as possible while we settle down into our interim arrangements, and I apologise to all for any resulting inconvenience. I have to thank all the staff and volunteers at CA

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Sudbury as well as our partners at Babergh District Council for their full support during this difficult transition period.”

Volunteers help to make the streets sparkle

A group of community-minded residents have been busy transforming former ‘grot-spots’ of a Babergh town – after joining forces with their local councils to find a solution to their problem.

The Tidy Town Hadleigh group was borne out of a national campaign earlier this year which encouraged people to go out on the streets and make the areas they live in nicer places to live in honour of the Queen’s 90th Birthday. Officers from Babergh District Council approached residents to launch a Clean for the Queen event back in April. After talking with some of the volunteers who turned out, both parties decided the volunteers should work together to become a regular group in a bid to create a sense of community spirit, civic pride in the town and to bolster the services provided the local councils.

The volunteers quickly garnered support from Babergh, Hadleigh Town Council and the Hadleigh Steering Group and have been regularly tidying known hotspots, plus another area each week, around the town.

It is hoped the success of this group and the blueprint of how they achieved it can be used to set up other Tidy Town groups across Babergh and Mid Suffolk. The group are keen that their work will try and combat careless littering in the town and will help to create a more attractive, cleaner, environment for residents, businesses, shoppers and visitors.

The group have been sponsored by the town council with high visibility tabards to wear while tidying, while Babergh ensures they have enough bin bags and litter pickers to carry out their work. The volunteers then leave the collected waste in an agreed spot and the bags are promptly collected the next working day.

It is a system which is working well – and really starting to achieve results around the town!

Now the group, which is running itself with minimal input from the councils, is taking an extra step and encouraging all of the businesses in Hadleigh to take part and sign up to the Tidy Town Pledge. This starts from August 1. Businesses who sign up will be given a certificate to display in their window and will be encouraged to:

- Keep their frontage clean and clear of litter
- Help spread the anti-litter message to both customers and staff (quite often staff smoke outside their own premises and throw their cigarette ends on the ground)
- Ensure that their own waste is stored correctly so it is not an eyesore or becomes litter
- Let us know if street bins near their premises require emptying

Cllr Jan Osborne, Babergh District Council’s Community Capacity Building and Engagement Portfolio Holder, said: “Our Hadleigh volunteers are to be applauded –

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they noticed areas in the town that were looking a bit tired and littered and decided to do something about it. Babergh has street cleansing teams in, and around, Hadleigh but the volume and regularity of the littering means that we do need our communities to help us boost our daily and weekly responses.

“We hope that other towns and volunteers will feel inspired by the results that the Hadleigh team are achieving and set up their own Tidy Town groups. Babergh wants to encourage all of our communities to tackle problems head on and with our advice and guidance we can work together to find those much-needed solutions.”

Cllr Anita Young, a town councillor and a volunteer from Our Tidy Town – Hadleigh, Suffolk group, said: I look forward to litter-picking with the Tidy Town Volunteers, it is a productive way of exercising and an enjoyable way of meeting new people, making friends and socialising as we pick and afterwards. It is important to all of us to see Hadleigh looking at its best and I am heartened that so many businesses and individuals are coming forward to take part and sign the pledge.

And Carol Bailey, Hadleigh Town Council clerk, added: “Hadleigh Town Council are pleased and proud to support the Tidy Town Hadleigh Group in their efforts to ensure that Hadleigh is a clean and attractive town for its residents and visitors. With recent cuts in services it is commendable that a volunteer group has come forward to undertake this work and Hadleigh Town Council hopes that residents and visitors will respect the work that has already been done and will help in the future by ensuring that they dispose of their own waste in the correct manner.”

If you would like to join the volunteers and would like more information please contact ourtidytown@gmail.com or find them, Our Tidy Town – Hadleigh, Suffolk group, on Facebook. Other towns and villages that would like to set up their own volunteering group should contact Sarah Carter, Babergh and Mid Suffolk Public Realm Officer, on sarah.carter@baberghmidsuffolk.gov.uk or call 01449 724946.

Newsletter ideas

What topics would you like to see covered in future editions of the Town and Parish Council newsletter? Please let us know by emailing duncan.merren@baberghmidsuffolk.gov.uk