

**BRETtenham PARISH COUNCIL MEETING
HELD ON THURSDAY 14th May 2015 AT 20.34 IN THE VILLAGE HALL AFTER THE ANNUAL PARISH
MEETING AND ANNUAL GENERAL MEETING**

MINUTES

Present Chairman Mr C Clarke, Vice-Chairman Mr D Golding, Clerk/RFO Mrs J Moulding,
Councillors Mrs L Collings, Ms B Cronk, Mr P Truin, Mr P Brinkley, Internal Auditor Mr R Bere,
District Councillor Mr M Creffield and 7 members of the public.

1. Chairman welcomed everybody to the meeting and accepted and approved apologies for absence. Apologies for absence received from Councillor Ms Emily Woods, June Hatherall, Kate Treacher, Annie Taverner, Stuart and Claire Earle and County Councillor Jenny Antill who left following the Annual Parish Meeting.
2. Received and accepted members' Declarations of Interest for items on the agenda; David Golding - Item 5.1.3 Planning application relating to Willow Cottage, The Street.
3. It was resolved that the Minutes of the Meeting held on the 9th April 2015 which had previously been circulated were a correct record. Approved and signed by the Chairman.
4. Clerks report about progress of actions from previous meeting.
 - 4.1 Commitment received from Gillian Benjamin Community Action Suffolk that their diaries were free late September/October to support Village Review. Agreed that dates to be suggested subject to their availability to be either Thursday 15th October 2015, Saturday 17th October 2015 or Sunday 18th October 2015. ACTION Clerk/RFO to liaise with Gillian Benjamin to confirm for next meeting. Format of meeting to be discussed next time.
 - 4.2 Planning applications received, per revised Terms of Reference for Planning Committee; email list with 30/40 residents has been compiled and will be used to circulate any new planning applications to residents by the Chairman Chris Clarke. In addition item to be placed in June magazine for residents to contact the Clerk/RFO if they wish their names to be added to the email list.
 - 4.3 Response received from SALC regarding signage at Village Hall re children playing in Car Park, information to be reviewed by Chairman and reported back at next meeting. New Kite sign to be purchased as original sign on container recently replaced at the village hall cannot be removed. Approved on the basis that old sign cannot be used.
 - 4.4 Response received from SALC regarding wording for Car Park Permits. ACTION Information to be reviewed by Chairman and reported back at next meeting.
 - 4.5 Pot Holes continue to be reported and still some areas of action to be undertaken, reminded that residents can now be responsible for this as well as BPC as they can now be reported directly to Suffolk C.C. using reporting tool on website.
5. Planning
 - 5.1 Consideration of planning applications:
 - 5.1.1 B/14/01297 Church Farm, Buxhall Road, IP7 7PE – Erection of 2 storey dwelling following demolition of modern agricultural buildings within a conservation area. Granted BDC 11.5.2015.
 - 5.1.2 B/14/01606 Sunnyside, 42 The Street, IP7 7QP – Repollard 1 No. Lime tree back to previous pruning points. Decision still pending with BDC.

- 5.1.3 B/15/00299 Willow Cottage, The Street, IP7 7QP – Erection of 2 storey rear extension and alterations. 10.4.2015 Objection raised by BPC as plan misleading and window overlooks 26 The Street Garden. Granted BDC 15.5.2015 subject to appropriate conditions.
- 5.1.4 B/15/00362 66 The Street, IP7 7QP – Erection of detached 1 & ½ storey dwelling and construction of new vehicular access to serve existing dwelling. BPC objection raised: Under policy CN03 important that open spaces are to be retained. Advice from A Scott. BDC Decision pending.
- 5.1.5 No other planning applications/notifications received.

6. Correspondence

- 6.1 Received notification of Town and Parish Liaison Meetings scheduled for 11th June 2015. Decision made not to attend.

7. Roads and Footpaths

- 7.1 FP8 Erection of sign Orchard Way to be after 15th June 2015 once grass in the area has been cut.
- 7.2 Annual Spring Clean 2015 completed by councillors, agreed to undertake earlier in the year in 2016.

8. Playingfield/Parking

- 8.1 Playing Field Lease is still ongoing, now needs to be pushed forward as Grants may be required for improvement of play area/equipment.
- 8.2 Reported that seat in playing field is damaged and unsafe. Not worth repairing. Agreed that Councillor Paul Brinkley would remove seat and RFO/Clerk would obtain quotes for replacement seat.

9. Missed from Agenda. (Apologies)

10. Finance

- 10.1 Internal Controls has been sent out to Councillors for comment and update. Will be reviewed by RFO/Clerk and Chairman for approval at next meeting.
- 10.2 Village Magazine financial report prepared and reviewed. Item attached.
- 10.3 Current balances and anticipated expenditure report prepared and reviewed. Item attached.
- 10.4 Approval of invoices for payment, details on financial report attached.

11. Village Magazine

- 11.1 Following announcement that current Magazine Editor David Carter will be handing over editorial role to Emily Woods, there are other duties currently undertaken by the editor which need to be allocated to willing assistants. Full list of duties prepared and will be considered at next meeting.

12. No further items for consideration on the next meeting agenda.

13. Next Meeting Thursday 9th July 2015 at 7.30pm in the Village Hall.

Meeting closed 21.20.

Minutes circulated to:

Chairman

Mr Chris Clarke*

Vice-Chairman and SALC/Thurston College representative

Mr David Golding*

Councillor and Chairman of Planning Committee

Mr Paul Brinkley*

Councillor and Suffolk Passenger Transport Representative

Mr Peter Truin*

Councillors

Miss Beverley Cronk*

Mrs Lindsey Collings*

Councillor and Website Co-ordinator

Miss Emily Adie*

Suffolk County Councillor – Cosford

Mrs Jenny Antill*

Babergh District Councillor – Brett Vale

Mr Michael Creffield*

Suffolk Constabulary:

PC 704 Ruth Horton *

PCSO 3226 Jamie Fudge/PCSO 3306 Debbie Rudd/PCSO 3271 Sam Chandler*

Station Clerk Sudbury - Cheryl Morgan*

Internal Auditor

Mr Roger Bere*

Neighbourhood Watch Co-ordinator:

Mr Martin Dye*

* sent via email

Footpath Liaison Officer

Mr Charles Camp*

Tree Officer:

Dr Wendy Wakeman*

VH Noticeboard/Village

Website

Old Buckenham Hall School

Mr John Brett*

Centre Academy for East Anglia

Dr Duncan Rollo/Mrs Kim Salthouse*