

**BRETENHAM PARISH COUNCIL MEETING
HELD ON THURSDAY 12th NOVEMBER 2015 AT 7.30 PM IN THE VILLAGE
MINUTES**

Present Chairman Mr C Clarke, Vice-Chairman Mr D Golding part of the meeting, Clerk/RFO Mrs J Moulding, Councillors Mrs L Collings, Ms B Cronk, Ms E Woods, Mr P Truin, County Councillor J Antill, District Councillor Mr M Creffield and 6 members of the public.

1. Chairman welcomed everybody to the meeting and accepted and approved apologies for absence. Apologies for absence received from Vice Chairman D Golding who expected to be a little late, he arrived at 7.40. Apologies also received from Cllr P Brinkley.
2. Received and accepted members' Declarations of Interest for items on the agenda; Cllr E Woods Item 4.2 and Chairman C Clarke Item 5.1.4.
3. It was resolved that the Minutes of the meeting held on the 10th September 2015 which had previously been circulated were a correct record. Approved and signed by the Chairman.

**PUBLIC FORUM
Reports from**

SCC County Councillor Jenny Antill – Full report attached. She was thanked by Carrie Dye representing The Gardening Club for her mention on her Blog in respect of the Brettenham Apple Day/Autumn Fair. JA has confirmed that £400 is still being held for community event in Brettenham. Cllrs re-enforced the issues surrounding Broadband in the village.

BDC Councillor Mike Creffield – MC Has forwarded information to the Clerk regarding Community Involvement and Grants/Funding available which has been forwarded to Councillors. The phone mast to be installed on the Bildeston/Hitcham border has been approved which when installed will help improve mobile phone reception. There has been some debate regarding the merging of Suffolk and Norfolk councils, more information can be found on the BDC website regarding devolution.

K Salthouse Central Academy – Reported that the school were collecting food for appropriate organisations and welcomed the contribution from Cllr L Collings that Stowmarket Food Kitchen would welcome contributions. Contributions can be delivered directly to the school for any villagers wishing to donate. The school recently welcomed a mobile planetarium which was enjoyed by pupils and teachers.

Neighbourhood Watch Martin Dye – All information circulated from the Neighbourhood Watch team via the village magazine always seemed to be 6 weeks out of date, it was agreed that for speed, all updates from the team will be circulated via the village email list which the Clerk will manage.

Village Website Emily Woods – With the extra work load that Emily has, being the editor of the village magazine, she has asked for assistance in managing the website, the Parish Clerk/RFO is already assisting with the Parish Council information but any extra support would be welcomed

BVA Peter Truin – Reported a very successful fireworks event, spectacular if a little short. New Year's Eve; band has been booked and tickets now available at £10 per ticket.

Gardening Club Carrie Dye – A very good year, the club worked well with community aspects, maintaining village green, bulb planting and autumn fair. Parish Council thanked The Gardening Club and in particular Phil Fairbrother for maintaining the village green.

PCC Lindsey Collings – Issues recently with visitors book torn up, a few other churches in the area affected in the same way. Asked villagers to once again be vigilant and report any suspicious activity and collect car registration details as appropriate.

Public Forum was closed at 8.00pm

4. Clerks report of progress of actions from previous meeting
 - 4.1. Village Review/OBH Project; Chairman C Clarke unable to contact Gillian Benjamin at Community Action Suffolk to discuss further. To be included on next Agenda.
 - 4.2. Village Hall Parking Permits; wording all now agreed and applications to be sent to residents of Quality Row with no off street parking, ready for January 1st 2016.
 - 4.3. Newsletter Competition; entered 9th October 2015. Results subsequently announced at SALC meeting on 12th November 2015, Brettenham Magazine was not placed in the top 2.

5. Planning
 - 5.1. Consideration and updates on Planning Applications
 - 5.1.1 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. Revised Plans/information submitted. Initially rejected, now BDC approved Outline Planning Permission.
 - 5.1.2 B/15/00952 Charlies Farm, Church Road IP7 7QR - Erection of detached cart lodge and construction of vehicular access. BDC approved.
 - 5.1.3 B/15/01205 65 The Street, IP7 7QP – Fell No. 1 Holly Tree. BDC approved
 - 5.1.4 B/15/0248 Arundell House, The Street IP7 7QP – Fell No 1 Cooking Apple Tree, Fell No 1 Thorn Tree, Reduce No 2 Plum Trees, Replace T2. BDC approved.
 - 5.1.5 B/15/01288 Church Farm, Buxhall Road, IP7 7PE – G1 – poplars/Mixed Vegetation – Raise crown to 4m over development and reduce overhang by up to 3m. BDC approved.
 - 5.1.6 B/15/01352 Pear Tree Cottage, 24 The Street, IP7 7QP – Prune No 1 Pear Tree, Apple Tree, Rowan Tree, Plum Tree and Eucalyptus Tree. BDC approved.
 - 5.1.7 No other applications/notifications received.

6. Correspondence

Items Marked * indicate that they had been circulated via email prior to meeting.
Considered correspondence received.

 - 6.1. *Suffolk Constabulary attendance at Parish Council Meetings due to cost cutting will be under review and it is likely that attendance will be greatly reduced.
 - 6.2. *Town and Parish Council Newsletter No 24 September 2015; agreed that Nomination for Community Hero will be discussed separately and no councillor attended the Parish Liaison Meetings held 3rd November 2015.
 - 6.3. Cllr P Truin agreed to arrange visit to recycling plant.
 - 6.4. Queens 90th Birthday Celebrations; will be discussed separately and decision made at next meeting.
 - 6.5. Website of the Year Nomination, too late for this year but will consider application next year.
 - 6.6. Refurbishment of Village sign, agreed that professional opinion will be sought in respect of work and cost to refurbish sign. David Percy to be approached.
 - 6.7. Additional item of correspondence: Suffolk Local Policing Information Event being held 10th December, nobody wished to attend.

7. Roads and Maintenance of Footpaths
 - 7.1. Update regarding FP8 Erection of sign Orchard Way and mowing of footpath. Chairman C Clarke agreed to phone Footpath Officer to press for Land Managers to cut the footpath now that the field adjacent had been harvested. Subsequent to Parish Council Meeting Land Manager agreed to attend to matter.

8. Playing Field/Parking/Health and Safety
 - 8.1. No progress in respect of playing field lease
 - 8.2. Replacement bench still held by Clerk/RFO, agreed to chase Cllr P Brinkley to place at Playing Field.
 - 8.3. Agreed to instruct David Bracey to carry out Annual Playing Field Inspection in December at a cost of £75 +VAT, same cost as last year.
 - 8.4. No further Health and Safety issues reported.

9. SALC
 - 10.1 Advised of SALC AGM 12th November 2015, SALC representative did not attend as clashed with Parish Council Meeting.

10. Finance

10.1. Clerk provided current financial report, details attached.

10.2. 2nd Quarter Internal Audit completed, no issues raised.

10.3. Agreed to make £17 donation to Royal British Legion

10.4. Transparency Code Implementation claim for costs agreed to claim £403.57 representing £328.33 towards recent laptop purchase, £20 training and staff costs £55.24. Subsequent to Parish Council Meeting confirmation received that claim had been successful.

10.5. Precept request for financial year 2016/2017 debated and Clerk to review fully once details from BDC received and then to be submitted to Councillors for approval before submission. Current reserve allocated for play equipment.

10.6. Payments authorised as detailed on finance report.

11. No items for inclusion on next Agenda requested.

12. Next Meeting Thursday 11th February 2016 7.30pm in the Village Hall

Meeting closed 8.50pm.

Jane Moulding Clerk/RFO Tel: 01449 736178 Email: brettenhamparishcouncil@btinternet.com

Agenda 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:

Mr Michael Creffield (email address not yet known)

Suffolk Constabulary:

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 Tom O'Sullivan*

Centre Academy for East Anglia

Dr Duncan Rollo/Mrs Kim Salthouse*

