

**BRETENHAM PARISH COUNCIL MEETING
HELD ON THURSDAY 11th FEBRUARY 2016 AT 7.30 PM IN THE VILLAGE
MINUTES**

Present Chairman Mr C Clarke, Vice-Chairman Mr D Golding, Clerk/RFO Mrs J Moulding, Councillors Mrs L Collings, 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 Cllr P Brinkley, Cllr B Cronk and Dr Wendy Wakeman.
2. Received and accepted members' Declarations of Interest for items on the agenda; Cllr E Woods Item 4.2.
3. It was resolved that the Minutes of the meeting held on the 12th November 2015 which had previously been circulated were a correct record. Approved and signed by the Chairman.

PUBLIC FORUM

Reports from

SCC County Councillor - Full report attached. Broadband Issues. It was raised by Cllr Collings that anybody living in a listed building would require planning consent before installing a satellite dish. Clarification regarding the voucher, this is only for the purchase and installation of equipment and not for ongoing contracts.

Babergh District Councillor Mike Creffield – reported that the mobile phone mast has been installed in Hitcham and would be active by 31st March 2016 which would result in better mobile phone coverage. MP James Cartlidge has circulated for completion a petition to raise support for better broadband, Chairman C Clarke is circulating this. Reminder from Sue Hearne at Suffolk C C of Community Emergency Planning. Advised discussions ongoing regarding the rationalisation of Mid Suffolk and Babergh DC's and the possibility of the office in Hadleigh being closed.

Neighbourhood Watch Co-ordinator – Martin Dye reported the 3 recent attempted break ins in the village, nothing reported stolen but asked residents to be extra vigilant and report any suspicious activity.

Brettenham Village Association – Lighting at the village hall to be improved and full electric tests to be undertaken. Forthcoming events being organised including "Nobody's Wedding", date to be confirmed. Recent BVA Meeting was well attended

Gardening Club – Recent AGM well attended. Organised events will be advertised in the magazine. Considering seeking a grant to purchase an apple pressing machine given recent successful apple pressing events. The Chairman C Clarke congratulated the Gardening Club on the display of daffodils in the village.

Public Forum closed at 8.03pm.

4. Received Clerks report about progress of actions from previous meeting
 - 4.1. Village Review/OBH Project, Chairman Chris Clarke had contacted Gillian Benjamin of CAS to discuss further the arrangements, they prefer to facilitate when all residents are together. RFO/Clerk to confirm with Village Hall Booking Clerk Thursdays evenings available in May/June to agree proposed date of village review. This will then be actively advertised in April and May village magazine. This will also be placed on the APM Agenda for full discussion.
 - 4.2. Village Hall Parking Permit applications have now been issued.
 - 4.3. No Community Hero Nominations were received.
 - 4.4. Report of flooding outside 66 The Street reported in November 2015. SCC Highways have flushed the drainage areas at the end of December. Due to the surface soil draining into the gullies, these need clearing every 6 months. It was emphasised that only manholes on footpaths are responsibility of SCC.
5. Planning
 - 5.1. Considerations and updates on Planning Applications
 - 5.1.1 B/15/01603 October House, The Street, Brettenham, IP7 7QP – Erection of single-storey detached double-bay cartlodge with an integral potting shed. BPC supported application. BDC decision pending.

- 5.1.2 B/16/00069 Teazles, 15 The Street, Brettenham, IP7 7QP – Erection of single storey rear extension and associated roof alterations, and rebuilding of existing conservatory with a new roof. To be considered by BPC planning committee.
- 5.1.3 No other planning applications/notifications received since agenda prepared.
- 5.2 Implication of new CIL Charging Schedules which take effect from 11th April 2016 outlined. Guidance and full information can be obtained from BDC offices or on their website <http://www.babergh.gov.uk/planning-and-building/planning/planning-obligations-and-cil/>. CIL is a new fixed rate payment which councils can charge on new buildings, full details are attached.
6. Correspondence
- 6.1. Received correspondence from BDC who are providing an opportunity to apply for a trained walk leader in the local area to promote Suffolk Year of Walking. Agreed that this would not be taken forward.
7. Roads and Maintenance of Footpaths
- 7.1. No update regarding FP8 Erection of sign Orchard Way received due to absence of Cllr B Cronk, will be included on next Agenda.
- 7.2. Reports received of the need for ditch/roadside clearance along The Street between The Thatched Cottage and The Shambles. It is understood that SCC highways is responsible for the first metre from the road, RFO/Clerk is to send a letter to SCC to report the issue. In addition Chairman C Clarke is to ask Cllr P Brinkley to make contact with the Manager at Strutt & Parker to report the issue.
- 7.3. It was agreed that the Cllrs would complete the annual litterpick in the village by the end of March. The RFO/Clerk would contact BDC to arrange for collection of large items of rubbish which could not be dealt with the normal manner. Fluorescent jackets/litterpickers are available for use, contact Cllr L Collings.
8. Playing Field/Parking/Health and Safety
- 8.1. A meeting has been arranged by Cllr P Brinkley with P Haig-Thomas at the end of March to progress the playing field lease.
- 8.2. Replacement bench has been purchased and will be installed at the Playing Field in the Spring.
- 8.3. Details of the Annual Playing Field Inspection considered, agreed that Chairman C Clarke will spray the play area for weeds this week and then arrangements will be made to order bulk bags of safety play bark at a cost of £83 per cubic metre bag (price includes VAT and delivery). Cllrs agreed expenditure and RFO/Clerk will just require details of how many bags required.
- 8.4. Cllrs agreed that application to be processed for free defibrillator available from British Heart Foundation. If successful this is to be installed at the Village Hall and clarification to be sought on what maintenance checks, battery replacement is required and appropriate systems for checking to be put in place. RFO/Clerk to take forward application.
- 8.5. No further reports of any further Health and Safety issues received.
9. Finance
- 9.1. Clerk provided current financial report, full details attached. Advised Cllrs that B Gooderham Grass Cutting charge would be increased from £34 to £35 per cut with effect from 1st April 2016.
- 9.2. 3rd Quarter Internal Audit completed with no concerns raised.
- 9.3. Successful claim in respect of Transparency Code Implementation costs, £403.57 received 19th November 2015.
- 9.4. Precept for financial year 2016/2017 confirmed at £4,150 plus Grant of £35.75.
- 9.5. In line with Transparency Code, with effect from 2017/2018 financial year BPC will not have to submit an annual financial return for audit, but smaller councils do need to have an auditor appointed in case matters have to be referred to an external auditor mainly if concerns raised by electors or the internal auditor. The Parish Council has the choice of appointing their own auditor and go through strict regulations on appointment or use the Sector Led Body established by NALC. Agreed to opt to use sector led body.
- 9.6. Authorised payments detailed on finance report by Chairman and Vice Chairman.
10. Visit to Recycling Plant
- 10.1 No progress regarding proposed visit, Cllr Peter Truin to take forward and report at next meeting.
11. Queens 90th Birthday Celebrations
- 11.1 Consideration given to events for Brettenham Village, decided that input from residents was required and therefore will be put on the Agenda for the APM and also Cllr E Woods to place item in Village magazine for

consideration by residents.

12. Refurbishment of Village Sign

12.1 No update regarding the proposed refurbishment and likely costs received, agreed that Cllr L Collings would speak to D Pearcy for advice and report back at next meeting.

13. AOB and Items for consideration of inclusion on next Agenda. It was agreed that format for APM to be the same as last year with no formal speakers.

14. Next Meeting Thursday 14th April 2016 7.30pm in the Village Hall which will also include the Annual Parish Meeting.

Meeting closed 8.59pm.

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

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*

