

**BRETENHAM PARISH COUNCIL MEETING**  
**HELD ON THURSDAY 14<sup>th</sup> APRIL 2016 AFTER THE ANNUAL PARISH MEETING.**  
**STARTED AT 8.41 PM IN THE VILLAGE HALL**  
**MINUTES**

1. Chairman welcomed everybody to the meeting and accepted and approved apologies for absence from Carrie & Martin Dye, Gary Roberts, Police Sgt. 1455 Matthew Paisley.
2. Received and accepted members' Declarations of Interest for items on the agenda. Received from Chairman Chris Clarke Declaration of Interest in Item 5.1.4.
3. It was resolved that the Minutes of the meeting held on the 11<sup>th</sup> February 2016 which had previously been circulated were a correct record. Approved and signed by the Chairman.

**PUBLIC FORUM NOT HELD AS ALL ITEMS COVERED BY ANNUAL PARISH MEETING, SEE MINUTES FOR ANNUAL PARISH MEETING.**

4. Received Clerks report about progress of actions from previous meeting
  - 4.1. Ditch/roadside clearance along The Street between The Thatched Cottage and The Shambles has been completed. Advised that Strutt & Parker do not normally cut hedges below 6 feet. The ditch still has restriction to water flow due to windblown willow tree.
  - 4.2. Annual litter pick in the village completed, thanks to Councillors, Clerk/RFO, Peter & Jane Broughton, Geoffrey & Viv Bourne and Annie Taverner.
  - 4.3. Too late to apply for funding of installation of free defibrillator available from British Heart Foundation, but new funding to start in April 2016 when application to be taken forward again.
5. Planning
  - 5.1. Considered and received updates on Planning Applications
    - 5.1.1 B/15/01603 (withdrawn) October House, The Street, Brettenham, IP7 7QP – Erection of single-storey detached double-bay cartlodge with an integral potting shed. Substituted by B/16/00102 – Change of use of land from agricultural land to domestic garden and the erection of a two bay cartlodge with an integral potting shed at the rear. BPC supported, subsequently approved following Parish Council Meeting by BDC 22/4/2016.
    - 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. BPC supported, approved by BDC 16/3/2016.
    - 5.1.3 B/16/00149 66 The Street, Brettenham, IP7 7QP – Submission of details under OPP B/15/00362/OUT – Appearance and landscaping for the erection of detached 1 & ½ storey dwelling and construction of new vehicular access to serve existing dwelling. BPC supported 5/4/2016, BDC decision pending.
    - 5.1.4 Ash Tree removal at Arundell House, retrospective advice given to BDC, BPC approved.
    - 5.1.5 No other planning applications/notifications received since agenda prepared.
6. Correspondence  
Items Marked \* indicate that they had been circulated via email prior to meeting.
  - 6.1. Received and discussed any items of correspondence
    - 6.1.1 Rattlesden Flying Club Activity\*; See Annual Parish Meeting Minutes.
    - 6.1.2 Local Policing Review\*; See Annual Parish Meeting Minutes.
    - 6.1.3 Grant Funding application format\*; held over to meeting to be held 12<sup>th</sup> May 2016.
7. Roads and Maintenance of Footpaths
  - 7.1. To receive update regarding FP8 Erection of sign Orchard Way; held over to meeting to be held 12<sup>th</sup> May 2016.
8. Playing Field/Parking/Health and Safety
  - 8.1. To receive report of progress of playing field lease; held over to meeting to be held 12<sup>th</sup> May 2016.
  - 8.2. Agreed that Cllr. Paul Brinkley would arrange for installation of replacement bench provided by Parish Council and also bench from the Kershaw family following discussion with the Kershaw family.
  - 8.3. Agreed following the Annual Playing Field Inspection that 10 bulk bags of play bark would be purchased at a total cost of £660 including VAT and delivery. Cllr Paul Brinkley would then arrange for the bark to be spread.
  - 8.4. No reports of any further Health and Safety issues received.
9. Village Review
  - 9.1 Implementation of Village Review; See Annual Parish Meeting Minutes.  
To be evaluated upon receipt of feedback following item to be published in village magazine.

**10. Finance**

- 10.1. Clerk provided current financial report, details attached.
- 10.2. 4th Quarter Internal Audit completed and signed by Internal Auditor Roger Bere. It was noted that as at 31<sup>st</sup> March 2016 bank balances were £6,462.43. These monies have been held in reserve for improvements to be agreed for play area.
- 10.3. S137 Expenditure limit for 2016/2017 confirmed at £7.42 per person from the electoral roll.
- 10.4. Considered and approved purchase of portable hard drive for magazine editor at a cost of £40.
- 10.5. Clerk reported on changes to Barclays Bank statement production, now to be produced annually, Clerk/RFO to investigate alternative arrangements with Online banking.
- 10.6. Payments considered and approved as detailed on finance report.

**11. Visit to Recycling Plant**

- 10.1 To receive update regarding proposed visit; held over to meeting to be held 12<sup>th</sup> May 2016.

**12. Queens 90<sup>th</sup> Birthday Celebrations**

- 11.1 Considered events for Brettenham Village; See Annual Parish Meeting Minutes.

**13. Refurbishment of Village Sign**

- 12.1 Received update regarding the proposed refurbishment from Cllr Lindsey Collings, David Percy has agreed to repaint the sign at a cost of £70. Approved by the Councillors. Instructions to be given by Cllr. Lindsey Collings.

**14. AOB and Items for consideration of inclusion on next Agenda;**

- 14.1 The issue of Broadband was raised and Cllr E Woods agreed to attend the surgery to be held by MP James Cartlidge at Cockfield Village Hall on 29<sup>th</sup> April to raise issues on behalf of Brettenham.
- 14.2 Parking at the Village Hall was raised; some residents have paid for Permits but situation needed to be reviewed. Will review at next meeting.

**15. Next Meeting to be held on Thursday 12<sup>th</sup> May 2016 7.30pm in the Village Hall which will also include the Annual General Meeting.**

Meeting Closed 9.08pm

Jane Moulding Clerk/RFO Tel: 01449 736178 Email: [brettenhamparishcouncil@btinternet.com](mailto: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**

Ms Beverley Cronk\*

Mrs Lindsey Collings\*

**Councillor and Website Co-ordinator**

Ms Emily Woods\*

**Suffolk County Councillor – Cosford**

Mrs Jenny Antill\*

**Babergh District Councillor:**

Mr Michael Creffield\*

**Suffolk Constabulary(Parish Council Liaison Officer):**

Laura Mansell\*

**Internal Auditor**

Mr Roger Bere\*

**Neighbourhood Watch Co-ordinator:**

Mr Martin Dye\*

**Footpath Liaison Officer**

Mr Charles Camp\*

**Tree Officer:**

Dr Wendy Wakeman\*

**Old Buckenham Hall School**

Mr Tom O'Sullivan\*

**Centre Academy for East Anglia**

Dr Duncan Rollo/Mrs Kim Salthouse\*

\* sent via email

VH Noticeboard/Village Website

