

BRETENHAM PARISH COUNCIL MEETING HELD ON THURSDAY 10th NOVEMBER 2016 AT 7.30PM IN THE VILLAGE HALL

MINUTES

Present: Chairman Mr C Clarke, Vice-Chairman Mr D Golding, Clerk/RFO Mrs J Moulding, Councillors Ms E Woods, Mr P Truin, Ms B Cronk, Ms L Collings, Suffolk County Councillor Ms J Antill, District Councillor Mr M Creffield and 8 members of the public.

1. Chairman welcomed everybody to the meeting and accepted and approved apologies for absence from Cllr P Brinkley and K Ozficipi.
2. There were no members' Declarations of Interest for items on the Agenda.
3. It was resolved that the Minutes of the meeting held on the 8th September 2016 which had previously been circulated were a correct record. Approved and signed by Chairman.

PUBLIC FORUM OPENED

SCC County Councillor Mrs Jenny Antill provided a full report which is attached. Subsequent updates regarding VAS and Broadband have also been received and are attached. Jenny Antill advised that elections are taking place next year and after careful consideration she will not stand again. Cllr P Truin raised the issue of what appeared to be unnecessary road closures, sighting Church Road, Brettenham as an example. JA advised that Network Assurance managed road closures and would always close if they felt that life's would be at risk. She will raise concerns to Suffolk Highways.

Babergh District Councillor, Mr Mike Creffield; following village review he understood that all works at Hitcham phone mast had been completed, so to improve mobile phone reception he felt forming a pressure group would be appropriate. Advised that devolution will proceed without Norfolk, but not sure how this will work. Serco have undertaken review of waste services and concluded that current system is most efficient and cost effective, therefore no proposed changes to be made.

Centre Academy, Dr D Rollo reported that following last meeting they have received a letter from BT advising that grants are available to improve Broadband. Agreed that Chairman C Clarke would work with Centre Academy and OBH School to consider and respond to BT.

Cllr E Woods, Website Co-ordinator reported that the village website has now been transferred to CAS (Community Action Suffolk) at a cost of £50+VAT. Clerk advised that Transparency Code Grant is to be applied for.

Cllr P Truin, BVA, advised that the firework display went well, Village Inn continues to thrive and New Year's Eve arrangements are in place.

Carrie Dye, Gardening Club reported that meeting was held on Monday 7th November and new ideas for 2017 programme are being decided in conjunction with BVA. Consideration is being given to purchase Apple Press using grants and donations. Thanked Parish Council for assistance with printing costs.

Lindsey Collings, St Mary's PCC, reported that Remembrance Service taking place 13th November and arrangements in place for Carol Service in December.

PUBLIC FORUM CLOSED at 8.05pm

4. Received Clerks report on matters from previous meeting and to date.
 - 4.1 Insurance renewal with existing insurers on a 5 year long undertaking, premium reduced to £203.45.
 - 4.2 Internal audit of 2nd quarter accounts 30/9/2016 completed with no queries raised.
 - 4.3 The Pensions Regulator, Auto Enrolment date 1/10/2016, formalities completed.
 - 4.4 ICO Registration completed for the period ending 30/10/2017 at a cost of £35 (No VAT).
 - 4.5 10 Dog Fouling signs have been purchased at a cost of £54.30 + VAT. One already placed at footpath entrance at the Church end of the street, remaining signs to remain in stock to be used as appropriate.
 - 4.6 Transparency Code Grant 2016/2017, application approved and £111.60 received.
 - 4.7 Drainage issue close to Fir Tree Cottage raised, site visit undertaken by Suffolk Highways, now requested to meet with councillor on site. Clerk to provide contact details for Cllr P Truin to ensure site visit arranged.
 - 4.8 Dux Street planned road closure 21/11 to 23/11 for water service repairs.
 - 4.9 Village sign refurbishment completed by D Pearcey at cost of £75, thanks to be extended to D Pearcey.
 - 4.10 Barclays bank account interest rate now advised to be reducing to 0% wef 5/12/2016. No alternatives available without investing longer term. Cllrs agreed to keep existing arrangements in place.
 - 4.11 Village website now transferred to CAS at cost £50p.a., Transparency Code Grant to be applied for.

5. Planning

5.1 Considered and received updates on Planning Applications:

5.1.1 B/16/00742 and B/16/00743 Listed Building Consent and Planning Permission for erection of two storey rear extension and single storey front extension - Lower Farm, Lower Farm Road IP7 7BS. BPC supported and BDC approved 7/10/2016.

5.1.2 B/16/01227 Planning Permission for erection of outbuilding – Sparrows Pond, 6-7 The Street IP7 7QP. BPC supported, BDC decision pending.

5.1.3 No other planning applications/notifications received since agenda prepared.

5.2 Following reports received regarding mobile home placed at Davador, Old School Corner, IP7 7PA without planning permission, matter has been reported to BDC. Planning Enforcement representation B/16/00213/ENF being progressed.

6. Correspondence

6.1 No other items of correspondence received since agenda prepared.

7. Roads and Maintenance of Footpaths

7.1 Cllr B Cronk reported that the sign to be erected at FP8 Orchard Way is nearing completion, the path is walkable and the sign is to be erected in the near future.

8. Playing Field/Parking/Health and Safety

8.1 In the absence of Cllr P Brinkley no progress of playing field lease reported, to be deferred to next meeting.

8.2 No progress regarding purchase of further goal net as sizes remain to be checked, Chairman C Clarke to measure and report at next meeting.

8.3 Following insurance review, need to consider booking of playing field for events and level of insurance and restrictions being advised to users of the playing field. Agreed that position be reported to BVA and VH booking clerk to agree procedure for playing field booking. Will report at next meeting.

9. Phone Box

9.1 Considered proposed BT public payphone removal/adoption. No response received following item being placed in magazine or from direct approach to Central Academy. Agreed that BDC be advised that no objections to removal and no wish to adopt phone box.

10. Village Review

10.1 Report from CAS received following the Village Review. Agreed to circulate report to villagers via email, display at village hall/church, place on the website and summarise in the December magazine. Will seek volunteers for working groups to work on areas/actions raised in report with Terms of Reference being provided to each group.

11. Visit to Recycling/Incinerator Plant

11.1 Cllr P Truin agreed to arrange and advertise to villager's visit for early in the New Year.

12. Village signs

12.1 Replacement Fred Hatherall plaque has been purchased at a cost of £60. Chairman C Clarke will arrange for new plaque to be placed securely at foot of tree.

13. Finance

13.1 Precept for 2017/2018, draft proposal was circulated prior to meeting. Agreed that proposed 2017/2018 Precept be requested at £4,290. Details attached.

13.2 Considered magazine finances which were circulated prior to the meeting and Cllr E Woods as magazine editor agreed to investigate subscription charges and advertising charges other village magazines charge and also to look at alternatives for magazine production to see if costs could be reduced without reducing quality of production. It was noted that charges had not been reviewed for some time. Report attached.

13.3 Clerk provided current financial report, details attached.

13.4 All payments considered and authorised as detailed on finance report. This included S137 payment to RBL for £17 in respect of donation.

14. Parish Council Standing Orders and Financial Regulations

14.1 The Standing Orders were considered and approved on the basis that alterations were made where reference was made to "his" to be changed to "his/hers".

14.2 Consideration and approval of Financial Regulations was moved to the next meeting to allow Councillors more time for consideration. Prior to the next meeting Clerk/RFO would consider Clause 6.9 of the regulations and ensure that passwords/PINS were paced in a sealed envelope and sent to the Chairman C Clarke.

15. No further items of business raised or requested to be added to the next Agenda.

Meeting closed 9.05pm

The next meeting will be held on Thursday 9th February 2017 at 7.30pm in the Village Hall.

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

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

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:

Ms Val McGuill*

Gardening Club

Mrs Carrie Dye*

* sent via email

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*

VH Noticeboard/Village Website