

**BRETENHAM PARISH COUNCIL MEETING HELD ON THURSDAY 9<sup>TH</sup> FEBRUARY 2017 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, Babergh 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, Martin and Carrie Dye.
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 10<sup>th</sup> November 2016 which had previously been circulated were a correct record. Approved and signed by Chairman.

**PUBLIC FORUM OPENED**

SCC County Councillor J Antill provided a full report which is attached.

Babergh District Councillor M Creffield advised that with effect from May 2017 BDC would be moving to Endeavour House, Ipswich with designated meeting spaces at Stowmarket and Sudbury. Question was raised on how contact would be made by local residents when BDC was located at Endeavour house and was advised that most communication would now be by email/website. Further changes being made meant that the number of councillors would be reduced from 43 to 31. There is to be a boundary review but this would not affect Parish Councils. Council Tax in BDC will be increasing. Devolution debate is now off the Agenda for the foreseeable future. Cllr Creffield has undertaken further research on the Broadband issue in Brettenham, details of which have been forwarded to the Broadband Action Group chaired by Chairman C Clarke.

Website Co-ordinator Cllr E Woods has asked if there were any volunteers to assist/take over running of the website.

Brettenham Village Association Cllr P Truin advised that the quiz at the end of last year went well raising £250 for Air Ambulance. New Year's Eve event went well. New glasses have been purchased at the Village Inn and planning for June's event Nobodies Wedding is proceeding.

St Mary's PCC Cllr L Collings advised that the church is having new under floor heating installed and at times the church will be locked to make contractors tools/equipment secure during the works period.

**PUBLIC FORUM CLOSED 7.50PM**

4. Received Clerks report on matters from previous meeting and to date.
  - 4.1 Precept 2017/2018 agreed at £4,290 resulting in an increase in Parish Council Tax Band D by 0.05% to £34.55.
  - 4.2 Internal audit of 3rd quarter accounts 31/12/2017 completed and signed off by Internal Auditor R Bere.
  - 4.3 Transparency Code Grant application for website host provider cost of £50 approved and funds received.
  - 4.4 OBH advertising in village magazine to cease but OBH have offered support to events in the village.
  - 4.5 Dog Fouling issues raised on public footpaths between 3 The Street and Well House (Buggs Farm). Further Dog Fouling signs put up and issue to be raised again in April magazine.
  - 4.6 Planning Enforcement representation B/16/00213/ENF Davador, Old School Corner, IP7 7PA. BDC confirmed no breach of planning regulations.
  - 4.7 Fir Tree Cottage drainage investigation carried out by SCC highways revealed that the drainage team would need to make further investigations.
  - 4.8 Rattlesden Airfield update, liaison group met on 6/12/2016 and decision made to support proposed planning application to extend existing planning permission.
  - 4.9 Fred Hatherall memorial sign now replaced and in situ.
  - 4.10 Password security formalities in place in line with the Councils Standing Orders.
  - 4.11 Booking of playing field arrangements now in place to ensure that all users of the Playing Field are aware of levels of insurance cover.

**PUBLIC FORUM REOPENED 8.00PM**

Chairman C Clarke outlined minutes from Broadband Action Group initial meeting held on 8<sup>th</sup> February 2017. Minutes attached.

**PUBLIC FORUM RECLOSED 8.20PM**

## **5. Planning**

### **5.1 Considered and receive updates on Planning Applications**

**5.1.1 B/16/01512 Planning Permission for erection of one and a half storey detached dwelling and construction of new vehicular access – 4 The Street, IP7 7QP. BPC supported, BDC approved 4/1/2017.**

**5.1.2 B/16/01227 Planning Permission for erection of outbuilding – Sparrows Pond, 6-7 The Street IP7 7QP. BPC supported, BDC approved 18/11/2016.**

**5.1.3 B/16/01651 Planning Permission for construction of new vehicular access – Brooklands Cottage, Bury Road, IP7 7PW. BPC supported, BDC approved 10/2/2017 subsequent to Parish Council Meeting.**

**5.1.3 Planning applications/notifications received since agenda prepared: Rattlesden Gliding Club MSDC Planning Services have submitted a proposal for continuance of operations in accordance with planning permission granted under application 3373/13 without the previously agreed 2 year time limit. The Rattlesden Airfield Liaison Group met on the 6<sup>th</sup> December 2016 and was happy to support the application. BPC have supported the application having considered the report from the Liaison Group.**

## **6. Correspondence**

**6.1 No further items of correspondence received since agenda prepared.**

## **7. Roads and Maintenance of Footpaths**

**7.1 FP8 Erection of sign Orchard Way, Cllr B Cronk is liaising with Gary Roberts for sign to be erected around the anniversary date of the death of Gary Orchards.**

**7.2 Additional item, Pot Hole reporting can be completed by individuals directly to SCC, reminder to be placed in Village magazine.**

## **8. Playing Field/Parking/Health and Safety**

**8.1 Advised that Peter Haig-Thomas has instructed his solicitor in respect of playing field lease and correspondence sent to confirm lease to be in favour of Brettenham Parish Council.**

**8.2 Sizes of goals now confirmed to RFO/Parish Clerk, now to proceed with purchase of pair of goal nets.**

**8.3 Considered Playing Field Inspection report and given proposals to refurbish/improve play area, decided to only deal with entrapment issue on side gate. Agreed that Grahame Moulding would look at report and take remedial action after liaison with Parish Council.**

## **9. Magazine**

**9.1 No progress in reviewing current rates for advertisers, will consider at next meeting after further research undertaken. Currently if existing advertisers renew, magazine runs at a small operational surplus of £133.61.**

**9.2 Cllr E Woods has obtained quotations for alternative printers for magazine, all are considerably more expensive, at this stage will keep with existing printer but continue to research alternatives.**

## **10. Village Review**

**10.1 Village Review Action Groups put in place. Cllr C Clarke to lead Broadband group, Cllr D Golding to lead Speeding group, Emma McKenna to lead Village Play Area Group and will ask for volunteers to lead Mobile Phone Signal group. Details to be placed in Village Magazine to seek volunteers for groups and lead for Mobile Phone Action group. Progress to be reported at next meeting and Clerk/RFO to send Action Plan to CAS/BDC/SCC who were involved with the Village Review.**

**10.2 Draft Terms of Reference for action groups to be prepared by RFO/Clerk, then to be forwarded to Councillors for approval and then sent to Action Group leads.**

## **11. Visit to Recycling Plant/Incinerator**

**11.1 Cllr P Truin has planned visit for 20<sup>th</sup> April 2017 and will advertise details in the March magazine to fill 8 places which will include a presentation and tour of the plant at Great Blakenham.**

## **12. Village Litter pick**

**12.1 Agreed that Councillors would undertake annual litter pick by the end of March and again seek further volunteers by advertising in the magazine. As OBH had indicated willingness to assist in Village events, also agreed to approach OBH for their assistance.**

**13. Finance**

13.1 Clerk provided current financial report, details attached.

13.4 Payments detailed on finance report considered and approved.

**14. Parish Council Financial Regulations**

14.1 Considered and unanimously approved draft Financial Regulations with no amendments.

15. No further business or items for consideration of inclusion on next Agenda proposed and Annual Parish Meeting to be in a similar format to the 2016 meeting with no guest speakers. But given the issue with Broadband, Chairman C Clarke agreed to invite a speaker from SCC to present on the current Broadband position for Brettenham.

Meeting closed at 9.00PM.

The next meeting to include the Annual Parish Meeting will be held on Thursday 13<sup>th</sup> April 2017 at 7.30pm in the Village Hall.

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:

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\*

Village Hall Caretaker

Kemal Ozficici\*

VH Noticeboard/Village Website