

**BRETtenham PARISH COUNCIL MEETING HELD ON THURSDAY 13TH APRIL 2017 WHICH COMMENCED AT 9.25PM
AFTER THE ANNUAL PARISH MEETING 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 and 4 members of the public.

1. Chairman welcomed everybody to the meeting and apologies had already been accepted and approved for absence at the Annual Parish Meeting.
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 9th February 2017 which had previously been circulated were a correct record. Approved and signed by Chairman.
4. Received Clerks report on matters from previous meeting and to date.

4.1 The Village Litter Pick is well under way with many volunteers already completed their area and the remaining areas to be completed by the end of April.

4.2 Internal audit of 4th quarter accounts 31/3/2017 completed and signed off by Internal Auditor R Bere.

4.3 Cllr P Truin has organised the incinerator visit to take place on the 20th April 2017 and all spaces for this visit have been taken.

4.4 CAS membership has been renewed free of charge.

4.5 S137 Expenditure for 2017/2018 has been increased by 2% to £7.57 per head of population. To be included on next Parish Council Meeting Agenda meeting for clarification.

4.6 Clerk/RFO hourly rate with effect from 1st April 2017 increased to £9.392 per hour from £9.299 per hour.

4.7 Fir Tree Cottage drainage investigation carried out by SCC highways, whilst work is needed, not seen as a priority and has not been included in this year's plan. SCC funding concentrated on internal property flooding and major flooding issues.

4.8 Rattlesden Airfield update, as detailed in APM minutes. BDC approved planning, removing the 2 year time limit, one condition is that the Liaison Group continues and Martin Frey agreed to continue as member on behalf of Brettenham.

4.9 Data Protection. Complaint received about data held on website, data immediately removed. To investigate procedures under Data Protection Act to ensure appropriate authority held before data is published on the website.

4.10 For the financial year ended 31st March 2017, this will be the last time external audit will be completed. However in future if we have to undertake an audit in line with the Transparency Code there will be charges incurred. SALC have recommended that in the councils budget, the scale fee for a limited assurance review is included, currently £200.

4.11 BDC have recently issued an interim statement on their 5 year housing land supply advising the current plan has 3 years supply. Details and implications to be discussed at next Parish Council Meeting.

4.12 Chairman has written to CEO of Openreach regarding their failure to provide mainline phone services to village residents.

4.13 Gate entrapment at Village Playing Field to be investigated and remediated.

5. Planning

5.1 Considered and received updates on Planning Applications

5.1.1 B/17/00472 Fell 1 No Willow Tree and 1 No Cherry Tree – 4 The Street, IP7 7QP. BPC supported application and BDC approved 12/4/2017.

5.1.2 No other Planning applications/notifications were received since agenda prepared.

6. Correspondence

6.1 Letter of resignation dated 12th April 2017 received from Cllr Paul Brinkley and accepted by Chairman C Clarke. Procedure for filling vacant position to be taken forward and update provided at next Parish Council Meeting.

7. Roads and Maintenance of Footpaths

7.1 FP8 Erection of sign Orchard Way, update held over to next meeting.

8. Playing Field/Parking/Health and Safety

- 8.1 Update regarding progress of Playing Field lease held over to next meeting.
- 8.2 Update regarding purchase of goal nets held over to next meeting.
- 8.3 No reports of any Health and Safety issues.

9. Magazine

- 9.1 Summary of current magazine finances taking into account cost of new printers provided to all councillors. Debate over increases to all income streams relating to magazine held over to next meeting.

10. Village Review

- 10.1 Draft Terms of Reference for action groups not yet prepared by RFO/Clerk, hold over to next meeting to establish if still required.

11. Finance

- 11.1 Clerk provided current financial report, details attached.
- 11.2 Payments detailed on finance report considered and approved.

12. No other business raised and all actions from APM to be included on next Parish Council Meeting Agenda.

Meeting closed at 9.40PM.

The next meeting to include the Annual General Meeting will be held on Thursday 11th May 2017 at 7.30pm in the Village Hall.

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

Position Vacant

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