

BRETtenham PARISH COUNCIL MEETING HELD ON THURSDAY 12TH APRIL 2018 WHICH COMMENCED AFTER THE ANNUAL PARISH MEETING at 8.35 P.M. IN THE VILLAGE HALL

MINUTES

Present: Acting Chairman Mr P Bendall, Clerk/RFO Mrs J Moulding, Councillors Mr P Truin, Ms L Collings, Ms B Cronk, Ms E Woods, and 5 members of the public.

1. Acting Chairman welcomed everybody to the meeting and asked the councillors present if they were happy that he chaired the meeting, there were no objections. The Acting Chairman then accepted and approved apologies for absence from Brettenham Parish Council Chairman Chris Clarke, Brettenham Parish Council Vice Chairman David Golding, SCC Councillor Robert Lindsey, Oz Ozficici.
2. No Declaration of Interest for items on the Agenda was received.
3. It was resolved that the Minutes of the meetings held on the 8th and 20th February 2018 which had previously been circulated were a correct record. Approved and signed by the Acting Chairman.
4. Received Clerks report on matters from previous meeting and to date.
 - 4.1 Final quarter accounts to March 2018 completed and signed off by Internal Auditor.
 - 4.2 Replacement Goal Nets will be put up over the course of the next few days.
 - 4.3 GDPR/Data Protection, DPO have confirmed that they will be in contact to review the Parish Council position and requirements.
 - 4.4 Flooding in The Street, felling of Willow tree. Land Manager has obtained quotes for removal of tree and work to be undertaken in coming weeks.
 - 4.5 Grass cutting contract prepared and signed by new contractor Roger Staines and first cut of the season has already been completed.
 - 4.6 CAS renewal confirmed at nil cost and BVA have been advised.
5. Planning
 - 5.1 Considered and received updates on Planning Applications
 - 5.1.1 DC/18/00242 Erection of 1 No. dwelling and new vehicular access to serve existing dwelling – 4 The Street, IP7 7QP. Supported by BPC and approved by BDC 1.3.2018.
 - 5.1.2 DC/18/00677 Consent to carry out works to trees protected by a TPO WS315 – (T1) Field Maple – reduction to ties – Highlands, The Street, IP7 7QP. Supported by BPC and approved by BDC 13.3.2018.
 - 5.1.3 DC/18/00907 Erection of detached 1 ½ storey dwelling without compliance with condition 5 (provision of parking and turning) – land adjacent to 66 The Street, IP7 7QP. Supported by BPC and decision from BDC pending.
 - 5.1.4 DC/18/01349 & DC/18/01350 to include listed building consent – Erection of single storey side extension – 8 The Street, IP7 7QP. To be considered by Planning Committee as application only recently received.
 - 5.1.5 No other planning applications/notifications have been received since agenda prepared.
6. Correspondence
 - 6.1 Discussed items of correspondence received:
 - 6.1.1 Considered correspondence from MP James Cartledge re Neighbourhood plans, inviting councillors to attend a meeting regarding housing development in South Suffolk, no councillors were able to attend.
 - 6.1.2 Considered recommendations in second Boundary review report which had previously been circulated to councillors. After consideration, no response to be submitted as revised recommendations accepted by councillors.
7. Roads and Maintenance of Footpaths
 - 7.1 No new reports of any maintenance issues raised but Cllr Truin asked if the flooding issue at Fir Tree Cottage could be raised again now that the new financial year had commenced. Clerk to approach Suffolk Highways.
 - 7.2 Re-organised the annual litter pick for completion by the end of April rather than March, delayed due to bad weather.

7.3 Discussed the production of new village footpath map and leaflet. Footpath officer had approached SCC for support on the project and they would produce as many leaflets as required, the production is of high quality, the cost would be £1,000, but SCC would cover 50% of the costs as long as the Parish Council funded the remaining 50%. The village magazine printer had also been approached and advised that 100 leaflets would cost £91. After full discussion it was unanimously agreed that the Parish Council would fund 50% up to a maximum of £500 for the leaflets to be printed by SCC. The Footpath Liaison Officer will liaise with SCC and report back at the next meeting. The intention is that every household in Brettenham will receive a copy and further copies will be available for distribution.

8. Playing Field/Parking/Health and Safety

8.1 Received report of progress of playing field lease, all formalities are nearing completion with documents now at HM Land Registry for registration.

8.2 No reports of any other Health and Safety issues were raised.

9. Tree Warden

9.1 Consideration of applicants for Tree Warden position was not possible as all names had not been received, will be considered at the May meeting.

10. Website

10.1 Considered funding for training for website co-ordinator at a cost of £40 + VAT for a 2 hour session. Request unanimously approved by the councillors and the RFO/Clerk agreed to arrange the training after liaison with the website co-ordinator.

11. Finance

11.1 Considered and approved increased magazine printing costs of an additional £7 per issue. Having recently changed printers and obtained numerous quotes from printers, it was considered that remaining with the existing printer would still be the cheapest option whilst not compromising on quality.

11.2 Clerk provided current financial report attached.

11.3 Considered and authorised payments detailed on finance report.

12. No other business raised or items raised for consideration of inclusion on next Agenda.

Meeting Closed 9.20pm

The next meeting which will include the Annual General Meeting will be held on Thursday 10th May 2018 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

Cllr P Bendall*

Councillor and Suffolk Passenger Transport Representative

Mr Peter Truin*

Councillors

Ms Beverley Cronk*

Mrs Lindsey Collings*

Ms Emily Woods*

Suffolk County Councillor – Cosford

Mr Robert Lindsay*

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*

Website Co-ordinator

Emma McKenna

Gardening Club

Mrs Carrie Dye*

* sent via email

Footpath Liaison Officer

Mr Martin Annis*

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