

BRETENHAM PARISH COUNCIL MEETING HELD ON THURSDAY 8th NOVEMBER 2018 AT 7.30PM IN THE VILLAGE HALL

MINUTES

Present: Chairman Mr C Clarke, Clerk/RFO Mrs J Moulding, Vice Chairman Ms E Woods, Councillors Mr P Bendall, Ms B Cronk, Mr P Truin, Mrs A Wilson, SCC Councillor Robert Lindsay, BDC Councillor Michael Creffield and 5 members of the public.

1. Chairman welcomed everybody to the meeting and accepted and approved apologies for absence from Cllr Lindsey Collings, OBH Headmaster David Griffiths and K Ozfici.
2. No members' Declarations of Interest for items on the Agenda received.
3. It was resolved that the Minutes of the meetings held on the 13th September and 24th September 2018 which had previously been circulated were a correct record. Approved and signed by Chairman.

PUBLIC FORUM

Report received from SCC Councillor R Lindsay which is attached. Question asked regarding length of time road closed at The Street when utilities workmen had finished their work, still took further days to complete the work. Response from Suffolk Highways was as follows: UKPN often work differently to most other utilities because they have a specialist 'Joiner' who arrives purely to make the connections. The Joiner doesn't have anything to do with the dig or backfill and the gangs who do the dig and backfill are separate to those who reinstate. All this means there can be spaces of time between each gang arriving to do their bit. I've argued this out with them numerous times over the years but they argue it's the most efficient way of doing their works.

Report received from BDC Councillor M Creffield which is attached. Cllr Creffield also advised that the development application at Old Buckenham Hall has been "called in" and a meeting has been arranged for 26th November 2018 which is a closed meeting with Senior Planning team at BDC, this meeting will then decide if the application is then referred to the main Planning Committee and if so this would take place in 2019. Thanks extended by the Chairman to Cllr Creffield for his involvement.

Police report: Correspondence received from Jon Gerrish Sudbury and Haverhill Community Engagement Officer that they will not be preparing reports or attend meetings but they are available to assist with any issues the Parish Council may have. Will take off Agenda/Minutes circulation list.

SALC: Cllr Alyson Wilson attended SALC AGM on 6th November. The AGM had a theme of Health and Well Being. Request for Parish Councils to support elder members of the community to take pressure off NHS. Awards being given for the most active community. SALC Chief Exec presented report which is available on the SALC website and advised that there have been a few changes to staff.

Chairman of BVA updated on recent and upcoming activities: 20th anniversary of the Village Inn was celebrated at the start of November and was very successful; in addition there will be charity quiz on the 24th November. A new BVA secretary is required as Emma McKenna leaves the village in December.

Chairman of the Gardening Club advised that the planting of winter bedding on the village green had been completed. LED lights were to be installed over the gate of the church and at the village sign. The last planting of bulbs for the WW remembrance scheme has now been completed and OBH assisted with the planting.

Whilst David Griffiths Headmaster of OBH gave his apologies he wrote the following: Thanks extended to the BVA and Friends of OBH for the fireworks event last Saturday. I also wanted to say that the boarders enjoyed planting bulbs with the BVA last weekend and to say thank you for the welcome boarders and I have received at Brettenham Church so far this term. I wrote to the ten closest houses to OBH in August to invite neighbours to school for a cup of tea and have also written to every Head of Primary Schools within a ten mile radius. So far no villagers have replied to my invite and only one primary school Head has met with me. One of the parish council members commented after the extra-ordinary meeting that the school only seemed interested in the village when we wanted something. I think the above examples plus the swimming and cricket facilities we provide would suggest that is not the case. My invite for tea/coffee remains open to anyone who lives in the village and I would be delighted to listen to any ideas villagers might have about what the school can do to support the community further. However, I would be grateful if villagers could be asked to keep to the designated footpath through the school. A number of dog walkers roam across the school grounds and this is a concern for safeguarding and security reasons. The Parish Council subsequently placed an item in the December magazine.

PUBLIC FORUM CLOSED 8.05PM

4. Received Clerks report on matters from previous meeting and to date.
 - 4.1 Quarter 2 July – Sep 2018 Accounts have been completed and signed off by independent internal auditor R Bere.
 - 4.2 Parish Elections will be held in May 2019, BDC have advised that the charge for uncontested election will be £104.78 which needs to be included in 2019/2020 precept request.
 - 4.3 BT/Openreach box at the Church; concerns were raised about the broken door and Openreach have confirmed that they will send an engineer to fix the damage but the box needs to remain in place as this still has active lines connected to it.

4.4 SCC Grit Bins/Heaps; no interest was received following an item being placed in the October village magazine so no application for new grit bin/heap is to be made.

4.5 New Village Green Road Sign, no progress but will approach Lavenham and Felsham Parish Councils to see what process they followed for the signs they have had installed and report back at the next meeting.

4.6 Clearance of ditch at The Street, the land owners have instructed contractor to clear the ditch and subsequent to the Parish Council meeting this work has now been completed.

4.7 Final Playing Field grass cut, unfortunately the contractor has broken his wrist and will not be able to complete the last cut but Chairman Chris Clarke has agreed that he will cut the grass.

5. Planning

5.1 Considered and received updates on Planning Applications

5.1.1 DC/18/03627 Change of use of part equestrian land to residential and erection of a dwelling with a detached cart lodge – Land opposite The Victorian School, Old School Corner, IP7 7PB. Supported by BPC, BDC decision pending.

5.1.2 DC/18/03832 Erection of 8 No dwellings and associated carports following demolition of 2 No existing dwellings and utilising existing access – Old Buckenham Hall School, Brettenham Park IP7 7PH. Not supported by BPC, application “called in” closed meeting 26th November 2018.

5.1.3 DC/18/04584 Conversion of barn and stable block into residential dwelling – Castle Farm Barn, Brettenham Road, Felsham IP30 0PT. BPC decision neutral, BDC decision pending.

5.1.4 DC/18/04689 Listed Building Consent for erection of conservatory following removal of existing conservatory – Poplar Farm, Buxhall Road IP7 7PA. Subsequent to meeting BPC supported application and BDC decision pending.

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

5.2 Received update from Planning Committee Chairman on “Celebration of Rural Housing Event”, no great interest given after item placed in village magazine. Subsequently agreed that the Parish Council Chairman and Planning Committee Chairman will hold a meeting with CAS and BDC/MSDC in early 2019 to look at issues and what is involved.

5.3 Considered “Housing Needs Survey”: linked to above and to be discussed at meeting in the early 2019.

6. Correspondence

6.1 Discussed items of correspondence

6.1.1 Voice of the Councillor workshop; details previously circulated to Parish Councillors but no councillors to attend.

6.2 No further items of correspondence received since Agenda prepared.

7. Roads and Maintenance of Footpaths

7.1 Received report from Footpath Liaison Officer: Dog fouling remains an issue and following item placed in recent village magazine new anti-fouling signs have been put up at Mill Corner and Cock Farm. The Footpath leaflet production is now progressing; Green Access is to walk the paths in November, the information in the leaflet will then be reviewed and SCC will provide feedback and a final template which will be presented at the February meeting.

7.2 No further reports of any maintenance issues received but a reminder for residents to use the SCC Highways reporting tool if Potholes were seen in the village.

8. Playing Field/Parking/Health and Safety

8.1 Received an update on Play Area refurbishment and funding: Various meetings have been held with the contractors. Top soil has been laid and grass seeded which has now been established. With a few amendments revised quote from Kompan is £11,551.95 +VAT (VAT is reclaimable), current budget with cost of grass seed, top soil and swing refurbishment totals £12,081.95. Installation has been scheduled for 6th/7th December 2018. After which existing swing will be refurbished ready for Play Area to be opened in the New Year. After discussion with Contractor, Cllr P Truin and A Gooderham there will be no need for a container, fencing, telehandler, skip or portable facilities. Storage will be at Cock Farm, fencing will be Euromesh, Cllr P Truin will loan use of his telehandler, waste materials will be disposed of locally and facilities will be made available from the village hall. Big Lottery funding of £5,000 has been secured and received which means that only circa £7,500 of S106 monies will be required. CIL funds will not be touched. Post installation inspection has been arranged which will be required to release S106 funds. Chairman extended thanks to Cllr P Truin and A Gooderham. Clarification for insurance level during installation without fencing being in place raised and is to be investigated.

8.2 Received report of Health and Safety issues: jagged edges of goal post supports raised as a concern, agreed that this would be raised with playground inspector when he visits the site.

9. Broadband

9.1 No further update on current Broadband position in respect of progress with Bildeston exchange upgrade and Broadband upgrade at Dux Street. Agreed to refer to SCC via Peter Knight with update at next meeting.

10. Speeding

10.1 Received update on Speedwatch implementation, Val McGuill has met with Rodney Curtis who has confirmed that there would be no interference to the radar device at the village hall site and there are 4 other sites which are suitable in his opinion. The police now need to come and check the sites, further report at next meeting.

11. Website Co-ordinator

11.1 Applicant for website co-ordinator received from Fraser Gipson of The Street. As a minor, agreed to arrange a meeting with Fraser, his mum, Chairman C Clarke and Vice Chairman Emily Woods to outline the requirements and responsibilities. Subsequently Fraser agreed to take on the role from Emma McKenna. All aspects of his appointment were discussed with CAS as insurers and they confirmed that providing all aspects of UK government employment of 15 year olds regulations was adhered to then there was no issue.

12. Standing Orders

12.1 Reviewed and unanimously confirmed revised Standing Orders which were circulated ahead of the meeting.

13. Finance

13.1 Considered and unanimously approved approve 2019/2020 Precept proposal at £4,544 which is a 1.7% increase on 2018/2019.

13.2 Considered and unanimously approved £17 donation to RBL.

13.3 Clerk provided current financial report, attached.

13.4 Considered and authorised payments detailed on finance report.

14. AOB and item for consideration of inclusion on next Agenda: Clerk/RFO Jane Moulding gave the council notice that she would be stepping down in 2019 and it was agreed that the vacancy would be advertised in the New Year on the website, in the village magazine and at SALC.

Meeting closed at 8.56pm.

The next meeting will be held on Thursday 14th February 2019 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

Ms Emily Woods*

Councillor and Suffolk Passenger Transport Representative

Mr Peter Truin*

Councillor and Chairman of Planning Committee

Mr Paul Bendall*

Councillor and SALC Representative

Mrs Alyson Wilson*

Councillors

Ms Beverley Cronk*

Mrs Lindsey Collings*

Suffolk County Councillor – Cosford

Mr Robert Lindsay*

Babergh District Councillor:

Mr Michael Creffield*

Internal Auditor

Mr Roger Bere*

Neighbourhood Watch Co-ordinator:

Ms Val McGuill*

Gardening Club

Mrs Carrie Dye*

* sent via email

Footpath Liaison Officer

Mr Martin Annis*

Tree Officer:

Mr Andrew Godderham*

Old Buckenham Hall School

Mr David Griffiths*

Centre Academy for East Anglia

Dr Duncan Rollo/Mrs Kim Salthouse*

Village Hall Caretaker

Kemal Ozficici*

Website Co-ordinator

Ms Emma McKenna*

VH Noticeboard/Village Website