

**MINUTES**

Present: Acting Chairman/ Vice Chairman Ms E Woods, Clerk/RFO Mrs J Moulding, New Clerk/RFO JO Schofield, Councillors Mr P Bendall, Cllr L Collings, Ms B Cronk, Mr P Truin, Mrs A Wilson and 7 members of the public.

1. Acting Chairman welcomed everybody to the meeting and accepted and approved apologies for absence from Chairman C Clarke, BDC Cllr Michael Creffield, SCC Cllr R Lindsey.
2. No members' Declarations of Interest for items on the Agenda received.
3. It was resolved that the Minutes of the meeting held on the 14<sup>th</sup> February 2019 which had previously been circulated were a correct record. Approved and signed by Acting Chairman.
4. Received Clerks report on matters from previous meeting and to date.
  - 4.1 Quarter 4 Jan – March 2019 Accounts have been completed and signed off by R Bere Independent Auditor.
  - 4.2 Playing Field annual grass cutting contract has been issued and accepted on existing terms and contractor has provided Public Liability Insurance.
  - 4.3 Parish Elections 2019 are uncontested and existing Parish Councillors will remain in post for a further term. New Register of Interest and Acceptance of Office to be completed by all Councillors.
  - 4.4 VAT reclaim for period 1/4/2018 to 31/3/2019 of £2,515.96 has been made which includes Play Area VAT element. When refund received £2,443.10 (Play Area element) will be placed back into reserves.
  - 4.5 CAS (Community Action Suffolk) renewed without cost for a further year, services of CAS can also be used by the BVA (Brettenham Village Association).
  - 4.6 Play Area refurbishment fully complete now with existing swing refurbished and soil placed under the bouncer. Thanks extended to all volunteers who helped this happen.
5. Planning
  - 5.1 Considered and received updates on Planning Applications
    - 5.1.1 DC/18/03832 Erection of 7 No dwellings and associated carports following demolition of 2 No existing dwellings and utilising existing access – Old Buckenham Hall School, Brettenham Park IP7 7PH (Revised application received 1/4/2019) – BPC Planning Committee to discuss.
    - 5.1.2 DC/19/00838 Erection of 1 No dwelling and cartlodge with associated access and parking – Land west of Church Farm, Buxhall Road IP7 7PE – BPC decision neutral, BDC decision pending.
    - 5.1.3 DC/19/01313 Erection of front and rear single storey extensions (amended scheme to previously approved DC/18/02355) – Lower Farm, Lower Farm Road IP7 7QT – BPC support, BDC decision pending.
    - 5.1.4 DC/19/01537 Notification of Works to Trees within a Conservation Area T1 Oak Pollard tree to 8 metres in height – 37 The Street, IP7 7QP – BPC Planning Committee to discuss.
    - 5.1.5 Planning applications/notifications received since agenda prepared:
      - DC/19/01676 Notification of works to trees within a conservation area – 22 Alders, 11 Cedars, 1 Horse Chestnut, 1 Willow – fell/section- 14A The Street, IP7 7QP – BPC Planning Committee to discuss.
      - DC/19/01763 Siting of mobile home for occupation during the construction of dwelling and cartlodge permitted under DC/18/03627 Land to the rear of Walnut Tree Cottage, Old School Corner, IP7 7PB – BPC Planning Committee to discuss.
  - 5.2 Celebration of Rural Housing Event and Housing Needs Survey (following items placed in village magazine) has yielded limited interest/support. As the wider community is showing little interest, this will not proceed for the time being and will be removed from future Agendas.
6. Correspondence
  - 6.1 No further items of correspondence received since Agenda was prepared.

## **7. SALC**

7.1 Received report from SALC representative Cllr Alyson Wilson: November 2018 meeting was held in a discussion forum format. 1) Highways issues were discussed, length and timing of road diversions around roadworks were an issue. Some verge cutting could be passed down to local councils and concerns raised around Health and Safety issues and insurance aspects. 2) There is now a paper with NALC regarding Model Council and once approved will be available on the NALC search engine for reference. 3) Funding for various projects is available and can be applied for at BDC for CIL Section 123 funding as well as local Neighbourhood CIL funding.

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

8.1 Footpath Liaison Officer Martin Annis has walked all local footpaths in the last 4 days and all are accessible. He is to place an item in the May magazine reminding villagers of the protocol for walking dogs along Footpaths including keeping dogs on leads. The Footpath leaflet is in its final stages and will be printed during April with the support of David Faulk at SCC. All reference to parking at the Village Hall and Church has been deleted.

8.2 It has been established that CIL funds held by the Parish Council can be used to fund the replacement of the Village Green sign. The councillors agreed to place this item on the 9<sup>th</sup> May 2019 Annual Parish Meeting Agenda for discussion.

8.3 There were no further reports of any maintenance issues raised.

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

9.1 The Play Area Inspection completed on the 19<sup>th</sup> December 2018 was previously circulated to the Parish Councillors; whilst the goal post next to the Mutli Play Equipment has been taken down the remaining goal post leg supports still need to be made safe. This matter is to be referred to Grahame Moulding to consider options. All other matters on the inspection report have been addressed.

9.2 The planting of bulbs on the Playing Field has been referred to the contractor who cuts the grass and he has stated that he needs access space of 5 ft for areas cut by the ride on mower between the seats and the play area. This will now be relayed to The Gardening Club by Cllr E Woods and The Gardening Club will ensure that the landowner Peter Haig-Thomas is aware.

9.3 Reports of Health and Safety issues were raised: Parking of cars along The Street on the pavement restricting pavement use and meaning walkers had to walk in the road. Item is to be placed in the May magazine reminding residents that pavements need to be kept clear.

## **10. S106/CIL Funds**

10.1 Various projects were raised as possibilities for using S106/CIL funds including 1) New Village Green signpost, 2) Defibrillator. It was agreed by the Parish Councillors that input from villagers would be useful, therefore this would be put on the Agenda for the Annual Parish Meeting to be held in May and an item would also be put in the May village magazine asking for villagers suggestions. The only caveat is that the projects would need to qualify for spend under the terms of the CIL/S106 funds.

## **11. Broadband**

11.1 Suffolk Better Broadband have now supplied a list of all postcodes in the village which have Superfast Broadband and anybody now who does not have access should contact them direct with any queries. This item will now be taken off future Agendas.

## **12. Speeding**

12.1 In the absence of Speedwatch Co-ordinator Val MacGuill, the volunteers applications are processed and further update will be provided at next meeting.

## **13. Finance**

13.1 Clerk provided current financial report, attached.

13.2 Considered and authorised payments detailed on finance report.

13.3 Donation to Suffolk Accident Rescue Service was discussed; it was agreed that a fund raising event would be considered by the BVA.

13. AOB and item for consideration of inclusion on next Agenda: None.

Meeting closed at 8.25pm.

The next meeting will be held on Thursday 9th May 2019 at 7.30pm in the Village Hall and will include the Annual Parish Meeting and the Annual General Meeting.

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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 Ozficipi\*

Website Co-ordinator

Fraser Gipson\*

VH Noticeboard/Village Website