



BRANTHAM
Parish Council

Brantham Parish Council
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The Parish Councillors of BRANTHAM PARISH COUNCIL are summoned to attend the Parish Council Meeting on Wednesday 03 April 2024 commencing at 7pm at Brantham Village Hall.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration.

All associated papers for the meeting can be found [here](#).

AGENDA

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| PC 04.24.01 | OPENING INCLUDING STATEMENT | CHAIR |
| PC 04.24.02 | APOLOGIES FOR ABSENCE a) Council to receive apologies for absence b) Council to consent to accept apologies received | CLERK |
| PC 04.24.03 | DECLARATIONS OF INTERESTS: a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct b) To receive notification of gifts of hospitality exceeding £50 c) To receive requests for dispensations | ALL |
| PC 04.24.04 | MINUTES OF PREVIOUS MEETINGS a) To consider and approve the minutes of the previous Parish Council meeting held on 06 March 2024 b) Council to note Draft and Approved minutes of the Finance Committee are available to view online | CHAIR |
| PC 04.24.05 | REPORTS FOR INFORMATION – to receive written reports for information only: a) County Councillor Simon Harley b) District Councillors - Alastair McCraw | CHAIR |
| PC 04.24.06 | PUBLIC FORUM a) To receive questions and matters of concern from members of the public in attendance on the agenda submitted b) To receive comments or questions relating to Brantham in particular c) To receive questions and comments submitted in writing/email for future consideration by the Council | CHAIR |
| PC 04.24.07 | CLERK'S REPORT (PAPER 1) a) To review actions from the previous meeting b) To receive the reports of items actioned under delegated powers c) To note that the Clerk has set the dates for the period of the exercise of public rights for inspection of the matters relating to the accounting records for the year ending 31st March 2024 as being 10 June to 19 July 2024 d) To receive items of correspondence for noting only | CLERK |
| PC 04.24.08 | STATUTORY INFORMATION | |

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| | a) To receive nominations for the vacant posts of Councillor (3) | |
| PC 04.24.08 | <p>FINANCE REPORT</p> <p>a) To note and approve the balance of accounts as at 31 March 2024:</p> <ul style="list-style-type: none"> - Current account: £TBC - Deposit Account: £TBC - Salaries Account: £TBC <p>b) To approve the accounts awaiting payment including those coming forth (PAPER 2)</p> <p>c) To note the accounts paid since the last meeting (PAPER 3)</p> <p>d) To note receipts allocated since the last meeting (PAPER 4)</p> <p>e) To receive the Balance of the Accounts for the period ending 31.03.24 (PAPER 5 – to FOLLOW)</p> <p>f) To receive and approve the Parish Annual CIL Report and the Annual CIL Reporting Statement to be submitted to BDC (PAPER 6)</p> <p>g) To note the CIL report for April 2024 including nominal sums for potential CIL expenditure for the coming year (PAPER 7)</p> <p>h) To receive the budget to actual report for the period ending 31st March 2024 (PAPER 8 – TO FOLLO)</p> <p>i) To note the decision of Brantham Finance Committee to act as a financial proxy for Brantham Loneliness Club</p> <p>j) To note the internal audit for the year ending 31st March 2024 will be carried out by SALC between 20 May and 24 May 2024.</p> <p>k) To note the Finance Committee decision to approve the quote from Community Action Suffolk to provide .gov.uk email addresses.</p> <p>l) To note the increase in the litter picker salaries from £11ph to £12ph.</p> | RFO/EO |
| PC 04.24.09 | <p>PLANNING MATTERS</p> <p>https://www.babergh.gov.uk/planning/</p> <p>a) To consider and approve response to the following planning matters relating to Brantham DC/24/01205 Gurdons Stutton Road Brantham Manningtree Suffolk CO11 1PW Application under S73 for the Removal or Variation of a Condition following grant of DC/23/01545 Dated: 25/05/2023 Town and Country Planning Act 1990 (as amended) - Erection of detached double garage to front of property. - To vary Condition 2 (Approved Plans and Documents) 1) Height of structure, 2) Pitch Angle, 3) Location of access door, 4) Distance of structure from side boundary wall.</p> <p>b) To note the following planning decisions relating to Brantham: DC/24/00293 41 Temple Pattle, Brantham, Manningtree, Suffolk CO11 1RW Erection single storey rear extension (following the removal of conservatory). PLANNING PERMISSION GRANTED DC/23/02640 8 Elm Close, Brantham, Manningtree, Suffolk CO11 1TD Discharge of Conditions Application for - Condition 4 (Biodiversity Enhancement Strategy) CONDITIONS APPROVED</p> | CHAIR |
| PC 04.24.12 | <p>REPORTS FROM COUNCILLORS – PAPER 9</p> <p>a) To receive a report from the Parish Chairman and agree any actions as necessary</p> <p>b) To receive any other points to note from committees, sub-committees & working groups</p> <p>c) To consider/approve any proposals or next steps as appropriate</p> | CHAIR ALL |
| PC 04.24.13 | <p>BEACON BRAZIER AS PART OF D-DAY MEMORIAL – PAPER 10 (To Follow)</p> <p>a) To review the quotes received for fabrication and installation of a Beacon Brazier</p> <p>b) To approve a contractor and location for installation of a Brazier</p> | CHAIR |
| PC.24.14 | PARISH CUP | CHAIR |

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| | a) To review nominations received for award of the Parish Council b) To agree a recipient for the Annual Parish Cup | |
| PC 04.24.15 | INSURANCE a) To review quotes for Insurance renewal for Village Hall and Brantham Leisure Centre (PAPER 11 – TO FOLLOW) b) To approve payment of insurance premiums c) To confirm arrangements for BLC insurance premium repayment | CHAIR |
| PC 04.24.16 | DATES OF FORTHCOMING MEETINGS – all taking place at Brantham Village Hall a) Annual Parish meeting – Tuesday 09 April 2024, 6.30pm b) Finance Committee meeting – Wednesday 24 April 2024, 7pm c) Annual Parish Council meeting – Wednesday 01 May 2024, 7pm | CHAIR |

Signed:



Sarah Keys Clerk to the Council