# Brantham Parish Council Meeting

MINUTES

09 January 2013

**PRESENT:** Mr M Amoss
Mr I Duncan (ID)
Mrs L Dunnett (LD)
Mr N Gray (NG)
Mrs J Heywood (JH)
Mr R Keeble (RK)
Mr P Kettle (PK)
Mr A McCraw (AM)
Mrs S Keys (Clerk) (SK)
Mr T Nobbs (TN)
Mr T Ward (TW)

**CHAIR:** Mr P Revell (PR)

**IN ATTENDANCE:** 9 Members of the public
Mrs P Smith (RFO)

**01.13.01 APOLOGIES:**
Mr D Wood (County Councillor)

**01.13.02 DECLARATION OF INTEREST:**
None

**01.13.03 PARISH COUNCIL MEETING MINUTES (05 December 2012):**
The minutes from the Parish Council meeting on 05 December 2012 were approved and signed as a true record.

**01.13.04 ACTION POINTS FROM PARISH COUNCIL MEETING:**

| MINUTE NO. | ACTION | ACTION ONGOING/ DISMISSED |
|---|---|---|
| **11.12.08** | *Footpath Committee to undertake tidying up of Cattawade Bridge*<br>This task is on hold due to LD's fractured hip | Dismissed at present |
| **11.12.13** | *SK to print off signs about re-ordering grit and affix them to the lid of the grit bins*<br>This task is underway and will be completed this month | Ongoing |
| **12.12.06** | *Arrange purchase and installation of Grit Bin at Brooklands Primary School*<br>This task is underway and will be completed this month | Ongoing |
| **12.12.06** | *Arrange Bolton Brothers to undertake shredding of confidential* | Dismissed |



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|---|---|---|
| | *paperwork*<br>Completed | |
| **12.12.09** | *Contact Playquip and find out the guarantee for bonded mulch and confirm whether they feel this would be suitable in this location*<br>Completed | Dismissed |
| **12.12.09** | *Request Colin Orman to arrange for mulch at Lower Recreation Ground to be topped up*<br>Completed | Dismissed |
| **12.12.09** | *Instruct Playquip to undertake work to fill gaps on surface at Gravel Pit Lane*<br>Completed | Dismissed |
| **12.12.11** | *Add Fireworks Committee request for funding to January FC and PC agendas*<br>Completed | Dismissed |
| **12.12.11** | *Send response to Mr Brackley ref his payment and outstanding costs*<br>Completed but no payment or response has been received. A reminder letter to be sent | Ongoing |
| **12.12.14** | *Contact Jo Cooper and request additional information*<br>Completed | Dismissed |

**The Parish Council meeting was suspended for a public session at 7.34pm.**

The public session included:

- A report from the District Councillor Trot Ward including an update of progress of the Village Youth Club. Following its success TW proposed that a one month extension was made to the project. This was seconded by RK and unanimously agreed by the Council.
- Questions were taken from the public. Discussion took place on the issue of lighting at BLC. It was agreed to add this issue to the agenda of next Planning meeting as an extraordinary meeting.
  **ACTION:** Clerk to include this issue as an extraordinary Parish Council meeting following the Planning meeting on 23 January 2013

**The meeting re-adjourned at 8.00pm.**

**01.13.05 FINANCE REPORT:**
The Clerk reported the following balances as at 27 December 2012:

**Treasurer 1 Account - £1001.00**
**Treasurer 2 Account - £74,721.08**

**01.13.06 FINANCE COMMITTEE REPORT:**

LD stated that there had not been a Finance Committee meeting since the last Parish Council meeting. She confirmed that the precept form must be submitted by the Parish Council by the end of January 2013.

LD proposed that the Council agreed an increase in the precept of 2%. This was seconded by TN and unanimously agreed by the Council.

**ACTION:** Clerk to submit the precept form

**01.13.07 REPORT FROM PLANNING COMMITTEE MEETING:**

NG updated the PC that at the recent Planning Committee the following planning results were received; a change of use at Court Farm, and an extension at The Kennels. Permission had been granted at both of these properties.

Two planning applications had been received from; Rosedene and Church Cottage. Both of these applications were recommended for approval by the Planning Committee.

**01.13.08 REPORT FROM BML REPRESENTATIVE:**

TN stated that there had not been a meeting and therefore there was nothing to report. A written report had been received shortly before the Parish Council meeting from Peter Crowhurst and this was read out at the meeting and is included verbatim below:

*"**REPORT TO BRANTHAM PARISH COUNCIL FOR DECEMBER 2012***

*Firstly we announce new Appointments. Darren Smith has taken a new role of Chief Executive. Debbie Kerry has taken the role of Treasurer and Bar Manager. We welcome them to their new roles.*

*The Centre has been extremely busy through the Christmas period with many exciting activities. These including The Now Annual Pantomime.*

*The Temporary lighting has been installed on the all weather Surface to complete the investment made with Section 106 funding in the summer of 2012. This following the joint initiative made between Parish and Centre. This will allow at least 30 young local Brantham Netballers to return to their home village. Similarly approximately 127 under 15 year olds (That evenly split Under 8 through to 15) will also now be able to train at football in their home village. As well as the obvious improvement to the lives of the Parents and Juveniles. This will drastically reduce carbon emissions from transport and save their parents running cost. Not to mention encouraging young people into a life of sport rather than crime. We are grateful to the Community also for agreeing to this development in principle at the public meeting held in February 2010.*

*Gill our Centre Manager continues to recruit new pursuits to entice new activities and membership. With Barefoot exercise to music being the latest initiative. Commencing 14th January 2013 at 2 pm.*

*The Centre Pilot Youth Project hopes to develop over the coming months. This is an excellent scheme to give the young people activities through the autumn & winter evenings.*

*The Annual independent Bar Audit has occurred at the end of the month to allow the 2012 Accounts to be settled.*

*The Football Club have progressed to the National Competition – FA Vase 4th Round – Last 32 – Whilst its early days they are 4 games from the Wembley Final and host the 4 times Finalists – Whitley Bay from County Durham on the 19th January at home."*

**01.13.09 RECREATION COMMITTEE REPORT:**

PK updated that in relation to the resurfacing under the play structure at the Lower Playing Ground the information requested from Playquip had been received. This information confirmed that bonded mulch had a guarantee of 6 years. Playquip had also confirmed that this was an appropriate material for this surface as top soil would be laid below it.

PK stated that a grant for a third of the cost of the work had been agreed from Jo Beever at Babergh District Council. In addition the Clerk confirmed that she had contacted Dave Wood and he had emailed that he may be able to provide some financial support for the cost of the project.

PK proposed that the re-surfacing under this play equipment was agreed. This was seconded by LD and unanimously agreed by the Council.

**ACTION:** Clerk to instruct Playquip to go ahead with this work. In addition to request that they combine this job and the filling of the cracks at GPL play area in order to reduce the cost.

**ACTION:** Clerk to cancel Colin Orman putting fresh bark under this structure and find out if he is able to store the leftover mulch.

**01.13.10 PUBLIC TRANSPORT OFFICER'S REPORT:**

Nothing to report.

**01.13.11 SNT MEETING REPORT**

Nothing to report.

**01.13.12 CORRESPONDENCE TO NOTE/ACTION**

SK drew attention to the table that had been circulated prior to the meeting with details of correspondence to note or action. Copies of this correspondence were brought to the meeting. It was agreed that a response would be sent to Ms V Goodchild stating that more dog bins had been requested from BDC but that this request was not agreed.

**ACTION**: TW to forward copies of correspondence between BPC and BDC on this issue to the Clerk

**ACTION**: Clerk to write to Ms V Goodchild

All other correspondence on the list was included on the agenda for discussion.

**01.13.13 MISCELLANEOUS CORRESPONDENCE:**

All correspondence relating to agenda items had been sent to Parish Councillors prior the meeting. All other correspondence was circulated at the meeting. The following items were also highlighted:

- Item 2 – a letter about the fact that the LGA is opposing the right of local councils to submit proposals under the Sustainable Communities Act
- Item 4 – a letter about precepts and referendums and some recent changes
- Item 13 – a letter giving BPC's indicative precept and taxbase

**01.13.14 SIGNAGE ON "THE STREET"**

SK stated that she had met a member of BDC to agree the positioning of signs on "The Street" in Brantham. A map showing the proposed location of the signs had been circulated prior to the meeting.

RK proposed that the only sign necessary was that located by the pond next to the lane. This was seconded by TW and unanimously agreed by the Council.

**ACTION:** Clerk to confirm the agreed location of the sign with BDC

**01.13.15 SUPPORT FOR SMBYE**

The response to the queries raised at the last meeting had been circulated to all Councillors prior to the meeting. A copy of the lease was not available before the meeting due to the fact that this lease was newly in place.

ID proposed that the Finance Committee should review the information received and return to the next Parish Council with a recommendation. This was seconded by TW and unanimously agreed by the Council.

**ACTION:** Support for SMBYE to be added to agenda of Finance Committee on 24 January 2013.

**01.13.16 KEBAB VAN**

A copy of an email received from Robert McDermott at BDC was circulated to Councillors prior to the meeting. This email confirmed that he had discussed the issue of the cable with the garage owners who had confirmed that they no longer provided power to the mobile. RM agreed to write to the owner of the mobile and request that he removes the cable. He confirmed that Steven Merry (SCC) had informed the Van owners that they do not have permission to be there. RM confirmed that he had closed this issue from BDC's point of view and that any further issues should be raised with Steven Merry at SCC.

**01.13.17 SUPPORT FOR FIREWORKS COMMITTEE**

Following the request for further information at the last meeting a letter and financial information from the Fireworks Committee was circulated to Councillors prior to the meeting.

TW proposed that the Council waits to make a decision about support for the Committee until after their next meeting. This was seconded by MA and unanimously agreed by the Council.
**ACTION:** Consider support for Fireworks Committee at Finance Committee meeting following the next Fireworks Committee meeting. TW to confirm date.

**01.13.18 COMMUNITY ACHIEVEMENT AWARDS**

The Chairman confirmed that both of the nominations made for the Community Achievement Awards (Graham Mower in Category 2 and Ronnie Dawson and Yvonne Amoss in Category 3) had been successful. Congratulations were extended to the nominees.

**01.13.19 SALVATION ARMY CLOTHING BANK**

A copy of a letter received from the Salvation Army requesting permission to place a clothing bank in the car park at BLC had been circulated to Councillors prior to the meeting.

TN queried whether such a bank was needed and whether this might negatively impact on the clothing collections that were already undertaken in village by the Scout and Guide group. TN proposed that the Council decline this request from the Salvation Army. This was seconded by TW and unanimously agreed by the Council.

**01.13.20 ACCOUNTS TO BE PAID**

| **Who** | **Amount** | **Chq no.** |
|---|---|---|
| Parish Clerk – Salary | £579.76 | 002299 |
| Parish Clerk – Office | £10.00 | 002299 |
| Responsible Finance Officer | £107.03 | 002300 |
| Phil Wainwright – Litter Picker | £129.26 | 002301 |
| Sue Butcher – Litter Picker | £129.26 | 002302 |
| B.M.L Maintenance Payment | £332.00 | 002303 |
| Status Office Services | £102.49 | 002305 |
| EFMS<br>(Grass cutting at Brantham Village Playing field) | £135.74 | 002306 |
| Sarah Keys<br>(Flowers for Liz Dunnett) | £40.98 | 002307 |
| Bolton Brothers<br>(Shredding) | £110.40 | 002308 |

**01.13.21 DATE OF NEXT MEETING**

The next Parish Council meeting will take place on Wednesday 06 February 2013 at Brantham Village Hall at 7.30pm.

**The meeting closed at 8.35pm**

SIGNED……DATED……

## ACTIONS

| MINUTE NO. | ACTION | WHO? |
|---|---|---|
| **11.12.13** | SK to print off signs about re-ordering grit and affix them to the lid of the grit bins | Clerk |
| **12.12.06** | Arrange purchase and installation of Grit Bin at Brooklands Primary School | Clerk |
| **12.12.11** | Reminder letter to be sent to Mr Brackley re: outstanding payments | RFO |
| **Public Session** | Add lighting at BLC as an extraordinary PC meeting following the planning meeting on 23rd January 2013 | Clerk |
| **01.13.06** | Submit the precept form | Clerk |
| **01.13.09** | Instruct Playquip to go ahead with this work. In addition to request that they combine this job and the filling of the cracks at GPL play area in order to reduce the cost. | Clerk |
| **01.13.09** | Cancel Colin Orman putting fresh bark under this structure and find out if he is able to store the leftover mulch. | Clerk |
| **01.13.12** | TW to forward copies of correspondence between BPC and BDC on this issue to the Clerk | TW |
| **01.13.12** | Write to Ms V Goodchild re: request for more dog bins | Clerk |
| **01.13.14** | Confirm the agreed location of the sign for "The Street" with BDC | Clerk |
| **01.13.15** | Support for SMBYE to be added to agenda of Finance Committee on 24 January 2013. | LD |
| **01.13.17** | Consider support for Fireworks Committee at Finance Committee meeting following the next Fireworks Committee meeting. TW to confirm date. | LD/TW |



Initial…….Date……..