



**MINUTES**

**BRANTHAM PARISH COUNCIL MEETING**

Wednesday 01 October 2014, 7.30pm held at Brantham Village Hall

**PRESENT:** Mr M Amoss (MA)  
Mr I Duncan (ID)  
Mrs L Dunnett (LD)  
Mr N Gray (NG)  
Mrs J Heywood (JH)  
Mr P Kettle (PK)  
Mr A McCraw (AM)  
Clare Phillips (CP)  
Mr T Nobbs (TN)

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

**IN ATTENDANCE:** Mrs S Keys (Clerk)  
Mrs P Smith (RFO)  
Mr D Wood (DW) (County Councillor)  
26 members of the public

PR opened the meeting by informing those present that no requests to film or record the meeting had been received.

**PC 10.14.01 APOLOGIES**

Mr T Ward (TW)

**PC 10.14.02 DECLARATION OF INTEREST**

None

**PC 10.14.03 PARISH COUNCIL MEETING MINUTES**

The minutes of the Parish Council meeting on 03 September 2014 were approved and signed as a true record.

**PC 10.14.04 ACTION POINTS FROM PARISH COUNCIL MEETING**

<b>MINUTE NO.</b>	<b>ACTION</b>	<b>Ongoing/Dismissed</b>
<b>PC 09.14.06</b>	Arrange for installation of planters at Acacia Court <i>Completed, these will be installed in the near future.</i>	Dismissed



<b>PC 09.14.14</b>	Write to Suffolk County Council re: footpath along Bergholt Road <i>Completed</i>	Dismissed
<b>PC 09.14.14</b>	Forward email from JWythe from Carters Coaches to BLC <i>Completed</i>	Dismissed
<b>PC 09.14.14</b>	Find out who is responsible for maintaining verge along Cinder Path <i>Not yet completed</i>	Ongoing
<b>PC 09.14.14</b>	Contact JSimpson again re: roundabout at Cattawade <i>Completed</i>	Dismissed
<b>PC 09.14.14</b>	Respond to Paxman's Angling Club <i>Completed</i>	Dismissed
<b>PC 09.14.16</b>	Write to Chief Exec of BDC highlighting concerns re: use of VOA for viability testing <i>Completed, no response received to date</i>	Dismissed
<b>PC 09.14.16</b>	Publish details of BPC's actions on website and Facebook <i>Completed</i>	Dismissed
<b>PC 09.14.17</b>	Instruct Fenn Wright to undertake a valuation of the land at HVP <i>Completed</i>	Dismissed
<b>PC 09.14.18</b>	Arrange contribution for Brantham Bowls Club <i>Completed</i>	Dismissed

**The Parish Council meeting was suspended for a public session at 7.45pm.**

The public session included:

- Queries and comments from James and Mark Pearce in relation to a meeting held at Babergh District Council between Parish Council representatives and Planning Officers to discuss the planning application for lights on the multi-sports surface. JPearce queried how many Councillors had known about this meeting.

The Clerk confirmed that since this meeting was a planning issue TNobbs had been invited and TW had attended in his capacity as District Council. The Planning Committee had already made its recommendation on this issue to Babergh District Council and this meeting was in order to respond to queries from BDC.

- Comments from Mr and Mrs Green about the path along Bergholt Road, and their requests to get this widened. This was discussed in length. The Clerk agreed to keep chasing this issue.



- The Clerk gave a short report on behalf of TW:
  - The application for a camp site at Alton Water reservoir has been accepted despite opposition from the local community.
  
- A report from DW:
  - DW confirmed that he had visited the local area with a highways officer from Suffolk County Council, included the possible development site. DW confirmed that it was unlikely that a development at the bottom of the village would enable a crossing at the the top of the A137, however, the highways manager had indicated that he would be willing to discuss this issue further.  
**ACTION:** Clerk to meet with DW to discuss this.

**PR agreed to take Agenda item PC 10.14.17 at this point so that members of the public could leave afterwards if they wished.**

#### **PC 10.14.17 Industrial Site Update**

PR gave the following report:

“This is the biggest single issue to have faced this village over the past forty years or more. It will affect every aspect of life within this village, for every man, woman and child in the village. It will also affect every part of this Council’s operation and I believe necessitates due consideration in all our decision making.

Through a recently received Babergh District Council update your Parish Council was made aware that it was anticipated that the St Francis Group (the owners of the site) would be submitting a planning application later this year. This is contrary to BDC’s earlier perception that it would be in July of this year 2014. I now ask myself, could it just be possible that SFG have hit a snag in respect of the viability of BIS and its potential for development?

SFG’s ability to develop BIS may be partially dependant on the acquisition of a second serviceable access for the continuous movement of heavy vehicles, plant machinery and materials. We are aware of SFG’s potential access to the green-field site (Proviso D land) in Brooklands Road – opposite Pattern Bush Close. However, it would be impractical, if not impossible for the volume of traffic envisaged to access the site at this point. For similar reasons you may discount an access through Temple Pattle or near to Merriam Close. Therefore, the most probably route of access is in the area of Factory Lane. However, there are reservations as to the width of the road at Riverside Cottages. Safe to say, however, that the main access to the site would have to be within relatively close proximity to the A137 road.

There has been a good deal of speculation in the Press and within the letters column of the East Anglian Daily Times. Some of this is a mere re-printing of old stories during a quiet period



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within the press with one paper copying another. Other speculation is ill-informed and could be construed as nimbyism. But the effect has been to launch a fresh round of speculation within the community. Parishioners can rest assured, however, that when any planning application is actually made, this Parish Council will know about it and circulate the information through our website, in the interests of openness. Further to this BDC have repeatedly assured this Council and the Village Representatives, who last met in February 2014, that a full consultation process will take place including an open day, presumably here.

This council will continue to make our best efforts to learn all we can, but the discussions between BDC and SFG will inevitably be subject to commercial confidentiality clauses.

P.A.Revell – Parish Chairman”

CP stated that on a recent trip through Little Easton she had been impressed by their efforts with leaflets and posters objecting to proposed developments in their village. CP suggested that something similar in Brantham would be useful, and for more information their campaign could be viewed online at [www.weareresidents.org](http://www.weareresidents.org).

PR and TN both agreed that this would be a good time to set up a local action group run by willing members of the public. AM stated that the PC had been waiting for a planning application to be received before starting a campaign but agreed that now would be a good time to begin.

Following some discussion Gary Rasch agreed to lead an action group. Once a poster had been created it would be shared with the Parish Council and published on the website.

LD queried whether the Parish Council could support the costs of the group with a contribution from the Parish Council. DW clarified that this would not be legal as the Parish Council cannot fund an action group that some parishioners may not support.

DW stated that he had visited BDC earlier that day and could confirm that BDC does not know the contents of the viability study and neither do SFG as the studies had to be independent. DW warned that even if a planning application was made it was unlikely that it would be heard this side of an election and therefore Action Groups may lose momentum. DW stated that poster campaigns are not always effective (i.e. Alton Water’s camp site), and that they should be careful to be tasteful and inoffensive.

**The meeting re-adjourned at 8.09pm**



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**PC 10.14.05 FINANCE REPORT**

**Treasurer 1 Account - £5000.00**

**Treasurer 2 Account – £108,522.13**

PS confirmed that this amount was high because the other half of the precept has now been received along with the grant for the Merriam Close Play area.

**PC 10.14.06 FINANCE COMMITTEE REPORT**

LD gave the following update:

The Finance Committee met on 24 September 2014. The main topic of discussion was the updated Financial Regulations. LD confirmed that AM had reviewed these thoroughly and amended the document to suit Brantham Parish Council. This had then been reviewed by the Finance Committee.

LD proposed that the updated Financial Regulations were adopted by the full Parish Council. This was seconded by NG and unanimously agreed by the Council.

LD stated that Brantham Parish Council were very grateful for all of the work that AM had done in this area.

Other issues discussed included:

- Pine Cottage – the rent payment has still not be received from Mr Brackley and the Finance Committee had agreed, following lengthy discussion, that it had no option but to proceed to the Small claims Court.
- Discussion had taken place about surfacing below some parts of the play equipment, and although a quote for no new surfacing below the roundabout and matted surfacing below the slide, it was recommended that a bonded mulch was installed below both these structures at an additional cost of £530 which could be funded from Recreation funds.

**PC 10.14.07 REPORT FROM BML REPRESENTATIVE**

A routine meeting was held on 24 September 2014 with end of season reports from each of the sections. The Bowls Club had stated that they were grateful to BDC and BPC for their contributions to the work, however since they had not yet sourced enough funding to cover the cost of the work they were currently searching for additional funds.

BLC confirmed that the hedges would be cut back in the next few weeks. The club is continuing to try to source funds for the car park and there are a number of social events coming up.



**PC 10.14.08 RECREATION SUB COMMITTEE REPORT**

PK confirmed that a meeting with Playquip had taken place on site on 04 September 2014. The following work was agreed with Playquip:

At Merriam Close:

- To install a Castle – themed multiplay
- To install two new springers (Dragon and horse)
- To remove and dispose of current springers
- To remove and relocate Slide
- To dig out and lower roundabout

At Gravel Pit Lane:

- To install slide onto Gravel Pit Lane play area

Playquip raised concerns about the bark beneath the roundabout at Merriam Close play area as this is worn away. They recommended the installation of bonded mulch surfacing beneath this.

Playquip also recommended bonded mulch surfacing beneath the slide in Gravel Pit Lane instead of rubber safety matting, which is not as durable or long-lasting.

Therefore there are currently two options:

Option A: Go ahead with the work listed above, including bonded mulch beneath the roundabout and the slide.

COST: £10,350

Option B: Go ahead with the work listed above, without new surfacing beneath the roundabout and use of rubber matting below the re-located slide.

COST: £9,795

Funds available:

Awards for All grant: £9320

Grant from Dave Wood: £500

**Total £9820**

Shortfall if Option A is picked: £530

PK proposed that the Parish Council agreed to go ahead with Option A and take the Funding shortfall from the recreation funds, this was seconded by LD and unanimously agreed by the Council.

Work will begin on 17 November 2014 (weather dependant).

**PC 09.14.09 PUBLIC TRANSPORT OFFICER REPORT**



AM stated that he is currently trying to get in touch with Carters Coaches re: the reasons for the withdrawal of the number 96 service.

The Clerk recommended that AM send an email to JWythe directly.

**PC 10.14.10 SAFER NEIGHBOURHOOD TEAM REPORT**

Nothing to report as neither TW nor ID had been able to attend the meeting.

The Clerk stated that there had been some instances of graffiti around the village in the last week, including at the school. The police had been contacted about this matter.

**PC 10.14.11 PLANNING COMMITTEE REPORT**

TN confirmed that the following planning application had been considered by the planning committee at the meeting on 24 September 2014:

B/14/01052/TPO

The Old School, Church Lane, Brantham

Fell 1 no. Beech tree protected by G1 of Tree Preservation Order No. ESCC 116

P.C. RECOMMENDS APPROVAL, with the condition that the property owners are requested to plant another tree to replace the one that has been felled.

The following planning results had been received:

B/14/00947/FHA/JP

Haugh Cottage, Bergholt Road, Brantham

PLANNING PERMISSION GRANTED (P.C. DID NOT MAKE A RECOMMENDATION AS THIS PROPERTY IS OUTSIDE OF THE VILLAGE BOUNDARY)

B/14/00821/OUT

Bramerton, Ipswich Road, Brantham

Outline – Erection of 1 No. detached dwelling with garage and construction of new vehicular access

PLANNING PERMISSION GRANTED (P.C. RECOMMENDED APPROVAL)

**PC 10.14.12 VILLAGE HALL MANAGEMENT COMMITTEE REPORT**

No report this month due to apologies from JH

**PC 10.14.13 CORRESPONDENCE TO NOTE/ACTION**

The Clerk reviewed the correspondence that had been received in September 2014 (copies had been circulated to Councillors prior to the meeting):

- An email from Sue Dawes at BDC re: fencing at BDC. Sent to Councillors for information.



- An email from Jenny Gosling from EoE Coop re: painting of a yellow line at Acacia Court. Sent to Councillors for information.
  - An email from PBooth re: Bergholt Road path. Sent to Councillors for information.
  - An email from SHooton re: Bergholt Road path and a possible meeting at the location. This meeting did not take place. Sent to Councillors for information.
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- An email from SCook from Paxman's Angling Club re: correspondence from SFG. Sent to Councillors for information.
  - An email from JMoy stating that she will be resigning from BRG due to time and family commitments. Sent to Councillors for information.
  - An email from RSchofield highlighting the issue of lorries turning on the Pippins estate when misdirected.  
**ACTION:** Clerk to discuss this with DWood for advice
  - A letter from DSmith from BLC requesting the use of the Lower Playing Field. Following discussion it was agreed that this would be allowed, with the condition that the site was well-cleared following the event.  
**ACTION:** Clerk to write to DSmith

#### **PC 10.14.14 MISCELLANEOUS CORRESPONDENCE**

All miscellaneous correspondence by email had been forwarded to Councillors during the month and the Council reviewed the circulated list. The Clerk highlighted the following items:

- Item 13 – a copy of BDC's draft protocol about the filming of Council meetings. The Clerk suggested that the Parish Council might like to consider the adoption of a protocol for its own purposes.

**ACTION:** Add this issue to the agenda of the next meeting.

#### **PC 10.14.15 RECRUITMENT TO THE PARISH COUNCIL**

PR highlighted the letter received from SALC encouraging Parish Councils to improve the recruitment of Councillors to the Council.

PR stated that procedures for recruiting Councillors in Brantham have always been extensive, including the leafleting of the whole community and the use of the Brantham Bugle.

At the next election this tradition of publicly inviting people to take part in the process can be extended with the use of the Parish Council website, facebook and Twitter pages.

#### **PC 10.14.16 RAILWAY BRIDGE FOOTPATH CLOSURE**

CP confirmed that the footpath at the end of the bridleway past Brantham Church had now been opened after many months of closure. CP stated that the works had taken much longer than had been originally planned. CP had contacted AMCO on a number of occasions about this



closure, highlighting the inconvenience that it had caused for many in the village (the school was unable to access its forest site, the fun run had to amend its route, dog walkers couldn't access popular paths). CP has requested an explanation for the delays but so far has not received any information from either AMCO or Network Rail.

**PC 10.14.18 EXTENSION OF LEASE AT HIGHCLIFF VETERINARY PRACTICE**

ID stated that Fenn Wright had been requested to undertake a valuation of the site, and they had visited in order to do this. They are currently reviewing the old lease before making a recommendation.

**PC 10.14.19 BRANTHAM YOUTH CLUB**

The Council discussed the possibility of re-starting the village Youth Club. Following discussion it was agreed that a survey would be undertaken to ascertain desire/need for a youth club before beginning sessions.

**ACTION:** Clerk to draw up a survey and circulate to the village.

**PC 10.14.20 ACCOUNTS TO BE PAID**

<b>Who</b>	<b>Amount</b>	<b>Chq no.</b>
Parish Clerk – Salary	£695.34	SO
Parish Clerk – Office	£10.00	SO
Responsible Finance Officer	£124.87	SO
Phil Wainwright – Litter Picker	£129.26	SO
Sue Butcher – Litter Picker	£129.26	SO
B.M.L Maintenance Payment	£332.00	SO
S.Keys (Additional pay for CiLCA increase – September 2014 and postage costs)	£29.96	003022
Colin Orman Grounds Maintenance (lost cheque – June 2014)	£526.00	003023
Business Services at CAS (Parish Council insurance renewal)	£1102.31	003024
Brantham Bowls Club (Minute no. PC 09.14.08)	£500.00	003025
BDO (Audit costs)	£360.00	003026
P.Smith (Postage and ink cartridges)	£21.59	003027
Glasdon U.K. Ltd (bin at acacia court)	£222.52	003028
Colin Orman Grounds Maintenance (September 2014)	£387.00	003029
Petty Cash	£250.00	003030



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**PC 10.14.21 DATE OF NEXT MEETING**

The next meeting of the Parish Council will take place on 05 November 2014 at Brantham Village Hall at 7.30pm.

**The meeting closed at 8.56pm**

SIGNED.....DATED.....



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**ACTIONS**

<b>MINUTE NO.</b>	<b>ACTION</b>	<b>Who</b>
<b>PC 09.14.14</b>	Find out who is responsible for maintaining verge along Cinder Path	Clerk
<b>Public Session-Oct 2014</b>	Meet with DW to discuss options for crossing on A137	Clerk
<b>PC 10.14.15</b>	Add protocol for filming Parish Council meetings to agenda of next meeting	Clerk
<b>PC 10.14.19</b>	Draw up a survey re: Brantham Youth Club	Clerk