



MINUTES

BRANTHAM PARISH COUNCIL MEETING
Wednesday 07 April 2021, 7.30pm held via ZOOM

PRESENT: Cllrs, M Bridgeman, J Heywood, E Osben, GRasch, P Revell

CHAIRPERSON: Cllr A McCraw

IN ATTENDANCE: S Keys (Clerk), 7 members of the public, Cllr Wood

PC 04.21.01 OPENING

The Chair declared the meeting open at 7.30 pm and thanked all for attending. A statement was read out by the Chair indicating that, in accordance with legislation, the public and councillors were permitted to film, record, photograph or use social media in order to report on the proceedings of the meeting. A full transcript is available from the Clerk.

The Chair reminded the public that a Council meeting is not a public meeting, it is a meeting conducted in public. Members of the public, the press, and District, Borough or County Councilors are invited to attend our meetings and contribute during the public forum. Comments from the public during the remainder of the meeting should be by invitation from the Chair only.

PC 04.21.02 APOLOGIES

Cllrs M Aherne and P Saward. Cllr Bridgeman proposed that these apologies were accepted, this was seconded by Cllr Heywood and aif.

PC 04.21.03 DECLARATION OF INTEREST AND LOCAL NON-PECUNIARY INTERESTS

- a) There were no local non-pecuniary interests declared for the Agenda under discussion.
There were no gifts of hospitality exceeding £25 declared.
- b) There were no requests for dispensations for the Agenda under discussion

PC 04.21.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 03 March 2021. Cllr Bridgeman proposed that the minutes were approved, this was seconded by Cllr Osben and aif. The Council agreed that the minutes would be formally signed at the next available opportunity for the Council to meet in person.

PC 04.21.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 03.21.08	Inform Lloyds Bank of increase of standing order from £1500.00 to £1700.00 <i>Completed</i>	Dismissed
PC 03.21.09 (2)	Arrange for updated equipment to be installed by Wicksteed <i>Completed</i>	Dismissed
PC 03.21.09 (5)	Report concerns about footpath to railway crossing to SCC and	Ongoing



	request a footpath sign for this path <i>Concerns reported. Sign to be requested</i>	
PC 03.21.10	Send contribution request form to SARS <i>Completed</i>	Dismissed
PC 03.21.11	Respond to survey on impact of COVID on leisure activities locally <i>Cllr Heywood informed the Council a response had not been made as the deadline had been missed</i>	Dismissed
PC 03.21.12	Order two additional brackets for the SID and then re-site it <i>The Clerk confirmed that the brackets had been ordered but Westcotec had sent a new battery in error. They have confirmed that the new battery can be kept and new brackets will be sent shortly.</i>	Dismissed

PC 04.21.06 PUBLIC SESSION

A written report had been submitted from Cllr. Wood (available as Appendix B). Cllr Wood gave an update on the following issues:

- Trial of an automatic number plate recognition camera. This will be in situ for a week.
- Free Port status has been granted to Felixstowe and Harwich, since this operates a 40 mile radius this will affect Brantham. Work will need to make sure that landscapes are protected.

Cllr McCraw thanked Cllr Wood for his service to the community over the last 21 years and wished him well for the future.

Cllr McCraw gave a reported that meetings have continued at Babergh District Council to deal with day-to-day issues.

The following questions/comments were received from the public:

- A local resident confirmed that he would like to trim the weeds at the top half of Cinder Path. Cllr Heywood agreed to help with this task.
- Roger Dann thanked the Parish Council for re-instating the grass cutting at the Scout Hut and queried whether the key to the gate held by the previous contractor had been retrieved. Cllr McCraw stated that this had not be possible to date but confirmed that he would chase this. **ACTION** – Cllr McCraw to contact Paul Brackley and request the Scout Hut gate key.

PC 04.21.07 COUNCILLOR RESIGNATIONS

- a) To note the resignations of Councillors Chris Elliott and Verity Abrahams – Cllrs noted the resignations of Cllr Elliott and Cllr Abrahams and asked the Clerk to formally send thanks for their service to date. **ACTION** – Clerk to send email of thanks

PC 04.21.08 COUNCILLOR CO-OPTION

- a) To consider/agree process for co-opting to the Parish Council – Following discussion Cllr McCraw proposed that the co-option of new Councillors be delayed until next month. New candidates would be considered at a meeting specifically for this purpose prior to the Annual Parish Council meeting. This was seconded by Cllr Heywood and aif. **ACTION** – Clerk to inform Candidates of this decision. Cllr Bridgeman queried whether it would be possible to change the number of Councillors for the Parish Council, taking into account the growth of the size of Brantham in the near future. Cllr McCraw stated that this is not a decision that



can be made by the Parish Council and would need to be discussed with the electoral department at Babergh District Council.

- b) If appropriate to consider any applications for Co-option to the Parish Council – to be considered on 19 May 2021
- c) To approve new Councillor if appropriate – see above

PC 04.21.09 FINANCE REPORT

- a) To note and approve the balance of accounts as at 31 March 2021 - The Clerk reported the following balances:

- Current account: £5957.18
- Deposit Account: £124,108.82
- Salaries Account: £7.03

Cllr Heywood proposed that the balance of accounts were approved, this was seconded by Cllr Osben and aif.

- b) The Council noted the updated Appendix A circulated by the Clerk which detailed the accounts awaiting payment, the accounts paid since the last meeting and the receipts allocated since the last meeting. Cllr Osben proposed that Appendix A was approved by the Council, this was seconded by Cllr McCraw and aif.

PC 03.21.09 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting – Cllr Osben reviewed the minutes that had been circulated to Cllrs prior to the meeting and highlighted the following points:
 - that a community group had agreed to maintain the planters at Acacia Court from now on
 - work at GPL Play area and the GPL bus shelter had now been completed to a high standard
 - Insurance premiums for the Village Hall and Leisure Centre had been agreed for a one-year period
- b) To consider/agree proposals for contributions from the Finance Committee – Cllr Osben informed the Council that the following requests for contributions had been approved by the Finance Committee:
 - SARS - £100
 - Brantham Cricket Club - £150
- c) To consider/agree any other proposals presented by the Finance Committee – none.

2. Recreation Sub-Committee

- a) To update on any general actions since the last meeting – no meetings of the sub-committee since the last Parish Council meeting. Cllr Heywood and Cllr Osben have inspected the recent repair work at the Play areas. Replacement fencing has been repaired at GPL Play area. A Wicksteed representative confirmed that they also carry out play area inspections which may be helpful in the future.
- b) To consider/approve any actions or expenditure as required - none

3. Planning Committee

- a) To note recommendations made by the Committee – Cllr Bridgeman reviewed the meeting held in March 2021. For details of recommendations from the Committee please see the minutes of that meeting.



- b) To note the planning decisions received – please see the minutes of the Planning Committee meeting.
4. Village Hall Management Committee
- a) To update on actions since the last meeting – Cllr Heywood confirmed that there had been no VHMC committee meeting in March 2021.
The bookings Clerk has reported issues on the wall and floor in the lower kitchen. This was reviewed by Cllrs Heywood and Bridgeman and it appears that this is lime-scale deposits from a water leak from one of the central heating pipes at low level near the doorway. Cllr Heywood confirmed that the Clerk will be arranging for a plumber to visit the hall to make repairs or recommendations.
Darren Hicks has confirmed that he has now found a local electrical contractor to help him with the electrical testing at the Hall. Work should begin on Monday 26th April and will take a week to complete.
- b) To consider/agree any actions/expenditure necessary – None
- c) To receive an update from the VH working Group – nothing to report.
- d) To consider/agree any proposals made by the VH Working Group – nothing to report
- e) To consider/agree next steps as necessary – nothing to report.
5. Footpaths Sub Committee
- a) To review/consider email received from local resident re: historic footpaths around Brantham – the Council noted the email received from a local resident about historical paths around Brantham
- b) To consider/agree any proposals presented by the Footpaths Sub Committee – Cllr Osben informed the Council that the sub-committee had not had a meeting but there had been activity in the background. Concerns about hedge growth around the Sandy Lane entrance had been reported to SCC and since cut back by a local resident.
Cllr McCraw confirmed that following a land registry search by the Clerk the owner of Cinder Path was identified as Taylor Wimpey. He is working with staff at TW to move forward concerns about the barrier at the end of the path.
Cllr Osben confirmed that he will be contacting SCC to identify whether work can be done by local residents to improve the path to the railway crossing by the factory site.
Cllr McCraw confirmed he had been discussing improvements to the path alongside the Poppy Field development with the local landowner. It has now been agreed that local residents can undertake work to improve this path for walkers.
6. Services Sub Committee
- a) To consider/agree any proposals presented by the Services Sub Committee – nothing to report
7. Legal Sub Committee
- a) To consider/agree any proposals received from the Legal Sub Committee – nothing to report
8. SALC Representative – nothing to report
9. BLC Representative – no report due to Cllr resignation
10. SNT Representative – Cllr Rasch confirmed that there had been no meeting

PC 04.21.11 CORRESPONDENCE TO NOTE/ACTION

The Clerk reviewed the correspondence that had been received in March 2021 (copies had been circulated to Councillors prior to the meeting). Councillors noted the following:



- An email from Brantham Bowls Club re: dumped car. This car has now been removed from the car park
- An email from a local resident re: dog fouling. The Clerk confirmed that she had responded to the resident and requested the signs detailed in the email.
- Email from local resident with concerns about visibility around Sandy Lane – this has now been improved as hedging has been cut back
- An email from garage sale organiser querying whether inflatables could be put up on the upper Palfrey Heights and Temple Pattle greens. The Clerk confirmed that she had responded advising them to contact Babergh District Council as the landowners.
- An email from a local resident informing that the school sign on Brooklands Road has been knocked down when the grass was cut. Clerk has informed SCC.

PC 04.21.12 MISCELLANEOUS CORRESPONDENCE

All miscellaneous correspondence by email had been forwarded to Councillors during the month.

PC 04.21.13 VILLAGE LITTER BINS

- a) To review current provision of litter bins in the village – The Chair noted that concerns had been raised on FB that the litter bin at the LPF is getting very full on a regular basis. The Chair stated that it would be helpful for a review of village litter bins to be undertaken.
- b) To consider/agree replacements and/or additional bins – following discussion it was agreed that the Services Committee would review the current provision of litter bins over the next couple of months and make a report to the Parish Council with recommendations when this is completed.

PC 04.21.14 INDUSTRIAL SITE DEVELOPMENT UPDATE

- a) To receive an update on recent/forthcoming activity on Industrial and Greenfield site – nothing to report.
- b) To agree any other next steps as necessary – none.

PC 04.21.15 DATE OF NEXT MEETING

- a) To consider/agree date for Annual Parish Council meeting – following discussion the following dates were agreed:
 - Wednesday 19th May, 7.15pm, Brantham Village Hall – meeting to agree co-option of new Councillors
 - Wednesday 19th May, 7.30pm, Brantham Village Hall – Annual Meeting of Brantham Parish Council
- b) To review any guidance received from SALC re: Annual Parish meeting and agree a date for 2021 as appropriate – Cllr Bridgeman proposed that the Annual Parish Meeting is held on Wednesday 9th June 2021, this was seconded by Cllr Revell and aif.



BRANTHAM
Parish Council

The meeting closed to the public at 9.01pm

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



ACTIONS

MINUTE NO.	ACTION	WHO
PC 03.21.09 (5)	Request a footpath sign for the path to the railway crossing	Clerk
PC 04.21.06	Contact Paul Brackley to request key to Scout Hut gate	Cllr McCraw
PC 04.21.07	Send email of thanks to Verity Abrahams and Chris Elliott	Clerk
PC 04.21.08	Inform candidates that co-option to the Council will take place on 19 th May	Clerk



APPENDIX A

PC 04.21.09 FINANCE REPORT

ACCOUNTS TO BE AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Westcotec (addition brackets for SID)	003356	£57.50	£11.50	£69.00	General Power of Competence, Localism Act 2011, ss.1-8
Wicksteed (Replacement play equipment)	003357	£1389.20	£277.84	£1667.04	Local Government (Miscellaneous Provisions) Act 1976, s.19
Birketts (Advice costs re: solar panels)	003358	£212.50	£42.50	£255.00	General Power of Competence, Localism Act 2011, ss.1-8
Mr A R Cherry (Repairs to GPL Bus Shelter)	003359	£1410.25		£1410.25	Local Government (Miscellaneous Provision) Act 1953, s.4
D Childs (Grounds Maintenance – March 2021)	003360	£145.00		£145.00	Open Spaces Act 1906, ss.9 and 10
D Orman (Delivery and erection of picnic benches)	003361	£35.00		£35.00	Local Government (Miscellaneous Provisions) Act 1976, s.19
A Garnham (replacement of fence at GPL Play area)	003362	£1536.00		£1536.00	Open Spaces Act 1906, ss.9 and 10
Suffolk Accident Rescue Service (Donation as per FC 03.21.05)	003363	£100.00		£100.00	General Power of Competence, Localism Act 2011, ss.1-8
Brantham Cricket Club (Donation as per FC 03.21.05)	003364	£150.00		£150.00	General Power of Competence, Localism Act 2011, ss.1-8
Community Action Suffolk (VH Insurance 2021-22)	003365	£2441.80		£2441.80	Local Government Act 1972, s.133
Community Action Suffolk (Clubhouse buildings insurance 2021-22)	003366	£1987.92		£1987.92	Local Government Act 1972, s.133
HMRC (P30 Employers Payslip 2020-21 Quarter 4)	003367	£824.53		£824.53	LGA 1972, s.112
SALC (2021-22 membership fee)	003368	£883.75		£883.75	LGA 1972, s.112

ACCOUNTS PAID SINCE THE LAST	Chq/Debit	NET	VAT	TOTAL	Powers Used
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BRANTHAM
Parish Council

MEETING	Card/SO				
Parish Clerk – Salary	BACS	£1201.70		£1201.70	LGA 1972, s.112
Parish Clerk – Office	BACS	£20.00		£20.00	LGA 1972, s. 112
Phil Wainwright – Litter Picker	BACS	£206.40		£206.40	Open Spaces Act 1906, ss.9 and 10
Tina Bird – Litter Picker	BACS	£248.08		£248.08	Open Spaces Act 1906, ss.9 and 10
B.M.L Maintenance Payment	SO	£332.00		£332.00	Local Government (miscellaneous Provisions) Act 1976, s.19
Brantham Village Hall Maintenance Payment	SO	£250.00		£250.00	General Power of Competence, Localism Act 2011, ss.1-8
O2 (Clerk's mobile phone)	DD	£18.05	£3.61	£21.66	LGA 1972
ZOOM Video Communications Inc (Online Meetings package)	DD	£11.99	£2.40	£14.39	The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020
HMRC (P30 Employers Payslip 2020-21 Quarter 1)	Debit card	£405.25		£405.25	LGA 1972, s.112
HMRC (P30 Employers Payslip 2020-21 Quarter 2, incl. interest payable)	Debit card	£432.55		£432.55	LGA 1972, s.112
East of England Co-op (1 st class stamps)	Debit card	£10.20		£10.20	LGA 1972, s.112
Land Registry (Title Search for Cinder Path)	Debit card	£29.95		£29.95	General Power of Competence, Localism Act 2011, ss.1-8

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£0.97
Highcliff Vets (Car Park Rent)	£1250.00



APPENDIX B

Parish Report April 2021

Councillor

David Wood

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After serving as you County Councillor for the last 21 years and attending well over 2000 Parish Council meetings it is now time to say farewell. Thanks for your company and friendship it has been a pleasure to serve you all. I hope I have been some assistance over the years I know it has been frustrating at times trying to deal with the mountains of bureaucracy that seems to have come into place but I think the successes outweigh the disappointments. It will seem strange having most of my evenings free but I expect I will soon find different ways to fill them.

Should you need to contact me for any reason my details are:-

dlwood49@gmail.com

01473 328269

07889389443

May I wish you all the very best for the future, it may well be farewell but not goodbye as I expect I will still see many of you when I am out and about in whatever new roles come my way.

LDGI Group motion on carer's database receives unanimous support

On March 18th the LDGI Group presented a motion designed to improve the county's support offer for carers. The motion will see the Council working with Suffolk Family Carers to create an opt-in register for carers, who will be offered increased support including advice, signposting to key services, and the option to be consulted on key policies affecting carers. The motion received unanimous support from the Council.

Automatic number plate recognition camera project (ANPR)

Suffolk County Council is working with the police to run a 2-year ANPR camera trial in speeding hot spots across the county. The cameras will be used to help detect and deter speeding



offences that have been highlighted in towns and villages and educate drivers on the importance of road safety.

An ANPR camera will be installed at a site where it has been identified by a local council, with support from their county councillor, that there is a problem with speeding and/or rat-running on roads with a 20 or 30mph speed limit. The devices will be moved between sites and will remain in situ for up to one week per site. There is the option of extending this period if needed.

An ANPR device identifies a speeding vehicle by capturing an image of the number plate of the vehicle. Data will then be shared with the Police and the County Council. The County Council will write to the owner of the vehicle on behalf of both parties explaining that their vehicle has been registered as speeding. Repeat offences at a particular location could prompt the deployment of SafeCam (the Police's enforcement team) and the issuing of fines to those who breach the speed limit.

Freeport East bid successful

A combined bid from Suffolk and north Essex for a designated freeport has been approved by the Government. Freeport East will have sites at Felixstowe, Harwich and Stowmarket, and could create 13500 jobs over the next ten years. Trade would increase by an estimated 1.3 million tonnes and £66.4m gross value added.

The freeport will operate its own customs zone, allowing businesses to import goods without paying duties until the goods are exported again. This allows for raw materials to be imported, refined into a finish product, and then exported again while only paying one round of customs duties.

Suffolk Inclusive Growth Investment Fund

As part of the response to the Covid-19 pandemic, Suffolk Public Sector Leaders have established the £1.65m Suffolk Inclusive Growth Investment Fund (SIGIF), with contributions from Suffolk's pooled business rates and New Anglia LEP.

The fund is open to projects which address the significant impact of Covid-19 on Suffolk's businesses, employees, and the local economy. Projects must be sponsored by either a Suffolk local authority and / or the New Anglia LEP. Thus far £367,292 of the money has been allocated to town centre improvements in Babergh and Mid Suffolk, a multi-media improvement hub in Ipswich, and flexible retail 'pods' in West Suffolk. There will be a rolling call for projects with decisions made quarterly (Dec / Mar / June / Sept) – the aim is to have all funding committed by 30 September 2021.

£500k for highways improvements near schools



Locations around schools across Suffolk have benefitted from new road markings and signs, following an investment of £500,000 from the Highways Investment Fund (HIF). The extra funding has been focussed on improving the safety of pupils and parents travelling to and from school, refreshing lines and cleaning and repairing signs in and around school zones. 146 locations were identified as requiring new signs to replace those that were damaged or missing. Additionally, 218 areas with faded road markings are receiving a refresh.

Quiet Lanes scheme launched

SCC has announced new support for the Quiet Lanes scheme, which will cover over 300 miles of lanes in Suffolk. Quiet Lanes is a nationally recognised designation for narrow, rural roads which can be shared with walkers, horse riders, cyclists and other road users. It encourages drivers to take their time when they see the Quiet Lanes sign, to allow for all road users to travel with greater safety. The initiative has another 50 proposed lanes going through planning for April 2021. A new website allowing residents to find the Quiet Lanes near them will be available in May.

New sustainable travel website launched

The Way To Go Suffolk provides information and advice on walking and cycling, public transport, car sharing and electric vehicles. The new website will feature up to date information on how people can travel more sustainably across the county, and will also include support and guidance on how to write a Travel Plan for a Business, School or a New Housing Development.

SCC plants 10,000 trees in five months

100,000 trees have been planted in just five months, since Suffolk County Council committed £228,000 from its Suffolk 2020 Fund to protect biodiversity. The council has been working closely with the farm tenants, The Woodland Trust, Giles Landscapes, The Suffolk Tree Warden Initiative and local communities to ensure that a total of 102,586 saplings have been distributed and planted in the best possible places available over this last winter.