



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 06 November 2019, 7.30pm held at Brantham Village Hall

PRESENT: Cllrs V Abrahams, M Aherne, C Elliott, E Osben, J Heywood, G Rasch, P Revell

CHAIRPERSON: Cllr A McCraw

IN ATTENDANCE: County Councillor D Wood, S Keys (Clerk), 7 members of the public.

PC 11.19.01 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 11.19.02 APOLOGIES

Cllrs C Philips and P Seward

PC 11.19.03 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 11.19.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 02 October 2019. The Council aif that these were a true and accurate record of the meeting.

PC 11.19.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 07.19.07	Review Brantham bus shelters and present a report on repairs necessary at next parish council meeting. To be carried over	Ongoing
Public Session	Write to Cllr Wood requesting a review of the speed limit along Church Lane. <i>The Clerk confirmed that she had discussed this with Cllr Wood who had confirmed that this request needed to be submitted with a formal resolution of the Parish Council.</i> <i>Following discussion Cllr Aherne proposed that the Council should submit a formal request to reduce the speed limit in</i>	Ongoing



BRANTHAM

Parish Council

	<i>Church Lane from 330mph to 20mph. This was seconded by Cllr Osben and aif by the Council, ACTION: Clerk to formally write to Councillor Wood with this proposal.</i>	
PC 10.19.08	Prepare a report from the VHMC to be brought to the next Parish Council meeting so that additional support from the PC can be considered. <i>Issues to be discussed later on the agenda</i>	Dismissed
PC 10.19.09	Query with BDC whether two dog litter bins can be installed at Pattles Fens entrances <i>The Clerk confirmed that this had been agreed by BDC, two bins have been purchased and will be installed in the near future</i>	Dismissed

PC 11.19.06 PUBLIC SESSION

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

- SCC Cabinet reshuffle
- Delay to the Boundary Commission Consultation – this will now run until January 2020
- Review of School Transport policy now underway
- Health Visitor provision
- Responsibility for managing parking restrictions – in future this will be managed by Ipswich Borough Council
- The contribution from Cllr Wood to the purchase of the Council's SID will not be available before the forthcoming election.

Cllr McCraw updated the Council on the following issues:

- General election - the last BDC Cabinet meeting before January will take place on 7th November 2019. All Committees will also stop until then but day-to-day business will continue.
- BDC name change has currently been put on hold. It is unlikely that this will be reviewed again before April 2021.
- Parking bays being removed in Sudbury
- The free swims for children during the recent school holidays initiative will be extended to include all school holidays.
- The JLP consultation will be delayed due to the forthcoming General Election

The following questions/comments were received from the public:

- A local resident highlighted that the hedges along the Cinder Path are currently very overgrown. **ACTION:** Cllr McCraw to highlight this with BDC Public Realm department
- A resident highlighted the poor condition of the tarmac along the A137 and queried whether SCC would be taking any action to make repairs? **ACTION:** Councillor Wood to personally review the state of the road and discuss with SCC and report back to the Council.
- Queries were raised about the extension to the footpath to Manningtree along the A137 and what will happen after the bridge. Cllr McCraw pointed out that this was impossible to influence as this is the responsibility of Essex County Council. **ACTION:** Clerk to speak to Lawford Parish council and see if they can work with ECC to find a solution.



- Cllr Wood highlighted that SCC will no longer be cleaning road signs and will be hoping that communities do this themselves.

PC 11.19.07 RESIGNATION

- a) To note the resignation of Councillor Bissett
The Clerk informed the Council that Councillor Bissett had informed her via text of his decision to resign from the Council with immediate effect.
- b) To agree arrangements for co-option to fill this vacancy
Following discussion the Council agreed that the vacancy should be advertised in the next edition of the Brantham Bugle for applications to be submitted by 31 January 2020, a vote for the most appropriate candidate will then be taken at the February Parish Council meeting.
ACTION: Clerk to advertise the vacancy in the Bugle.

PC 11.19.08 FINANCE REPORT

- a) To note and approve the balance of accounts as at 31 October 2019 - The Clerk reported the following balances:
- Current Account - £5000.00
 - Deposit Account - £135,285.89
 - Salaries Account - £117.97
- b) The Council noted Appendix A; the accounts awaiting payment, the accounts paid since the last meeting and the receipts allocated since the last meeting. The Council approved Appendix A. Cllr Aherne proposed that the balance of accounts and Appendix A were approved by the Council, this was seconded by Cllr Osben and aif.

PC 11.19.09 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting – Cllr Aherne reviewed the recent meeting held on 26 October 2019
- b) To review first draft of the budget as circulated by the Clerk – the Council reviewed the initial budget as circulated by the Finance Committee and Cllr Aherne highlighted the main themes for the proposed budget including an increase to the overall budget of 1.99% and the proposal to commence spending of the Council’s reserve funds for highlighted projects.
- c) To consider/agree proposals for expenditure in 2020-21 – Cllr Aherne informed the Council that as part of the budget review process the Finance Committee proposed the following expenditure from the budget and reserve funds:
- a. An annual contribution to the costs of running the Village Hall of £3k – the Committee proposed that this should commence with immediate effect paid monthly. Cllr McCraw proposed that this recommendation should be accepted and implemented with immediate effect. This was seconded by Councillor Revell and aif. **ACTION:** Clerk to draft Standing Order letter to the bank for signature at the next Parish Council meeting.
 - b. The purchase of a new second Speed Indicator Device for the village.
 - c. Reduction of the annual contribution from the Church to the Council from £300 per annum to £10 per annum. Cllr McCraw proposed that this recommendation was accepted, this was seconded by Cllr Aherne and aif. **ACTION:** Clerk to write to the Church and inform them of this decision.



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- d. The use of the S106 monies currently available with BDC and some reserves allocated for recreation purposes to spend on some new equipment at the Lower Playing Field. Possibilities circulated by the Committee included a teen shelter, a cradle swing and a rope climbing frame. Cllr Abrahams proposed that a teen shelter should be purchased as soon as possible, this was seconded by Cllr Elliott and aif. **ACTION:** Recreation Committee to proceed with the purchase of teen shelter for this area.
2. Recreation Sub-Committee
- a) To update on any general actions since the last meeting – nothing to report
 - b) To consider/approve any actions or expenditure required – see the earlier discussion
3. Planning Committee
- a) To note recommendations made by the Committee – Cllr Aherne confirmed that the Planning Committee had met on 26 October 2019. Recommendations from the Committee can be found in the minutes of the meeting on the village website at www.brantham.onesuffolk.net.
 - b) To note the planning decisions received – all decision notices received are available in the minutes of the meeting.
4. Village Hall Management Committee
- a) To update on actions since the last meeting – One quote has been received for the improvements to the toilets and the little kitchen on the side of the hall. Cllr Heywood informed the Council that potential contractors have raised concerns about the condition of the hall and are unwilling to provide a quote without a Specification of Works and building regulations. Following discussions with Cllr Saward a company has been identified to carry out a survey of the building, an analysis of the problems and to recommend a programme of prioritised planned maintenance alongside the employment of a specialist asbestos surveyor to carry out a refurbishment and demolition survey. These works will be costly and Cllr Heywood queried whether these costs could be incurred by the Parish Council. Following discussion Cllr McCraw proposed that the Council should financially support this work up to a value of £10k, this was seconded by Cllr Abrahams and aif. **ACTION:** Cllr Heywood to instruct these works and manage the process.
5. Footpaths Sub Committee
- a) To consider/agree any proposals presented by the Footpaths Sub-Committee – nothing to report
6. Legal Sub Committee
- a) To consider/agree any proposals received from the Legal Sub Committee – discussions with UKPN are currently ongoing particularly focussing on appropriate parking options. A meeting between the Solicitors and the Legal Sub-committee is currently being arranged to review the legal documentation held on behalf of the Council.
7. BLC Representative - nothing to report.
8. Babergh Parish and Town Council Alliance Representative
- a) To receive a report on recent activities of the Alliance – nothing to report
9. SALC Representative – nothing to report
10. SNT Representative – nothing to report

PC 11.19.10 CORRESPONDENCE TO NOTE/ACTION



The Clerk reviewed the correspondence that had been received in October 2019 (copies had been circulated to Councillors prior to the meeting), Councillors noted the following:

1. An email from Brantham Bowls Club re: cars left in Bowls Club car park. The Clerk confirmed that she had responded to the club advising them to work with their landlords to resolve this.
2. An email from Brantham Leisure Centre re: cars left in Bowls Club car park. The Clerk confirmed that she had discussed this with the centre and advised them that as the landlords they need to resolve this issue with their subcontractors.
3. Email from local resident raising concerns about tree roots at Merriam Close play area – the Clerk discussed this with the Council and it was agreed to await notification from the resident’s insurers.
4. A letter from BDC re: CIL Payment – for information
5. A letter from a local resident with concerns about speeding at the Brantham Bull area of the Village – following discussion it was agreed that a suitable location for a new SID near the Bull should be investigated
6. Email from DSmith requesting use of the LPF for next year’s firework display- following discussion it was agreed that this request should be supported. **ACTION** – Clerk to respond to DSmith informing him that this request is agreed by the Council.

PC 11.19.11 MISCELLANEOUS CORRESPONDENCE

All miscellaneous correspondence by email had been forwarded to Councillors during the month. Cllr McCraw highlighted the forthcoming Village Hall Conference on 19 November 2019 and queried whether a member of the VHMC was able to attend. **ACTION** – Cllr Heywood to query with the Committee

PC 11.19.12 INDUSTRIAL SITE DEVELOPMENT UPDATE

- A) To receive an update on recent/forthcoming activity on Industrial Site – the Clerk confirmed that SFG had not provided an update this month. Cllr McCraw informed the Council that this is a constantly developing site and that disruption to the village would continue for some time.
- B) To agree any other next steps as necessary – none.

PC 11.19.13 DATE OF NEXT MEETING

Tuesday 04 December 2019, 7.30pm at Brantham Village Hall

The meeting closed to the public at 9.14pm

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



ACTIONS

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 07.19.07	Review Brantham bus shelters and present a report on repairs necessary at next parish council meeting. To be carried over	Services Committee
Public Session	Formally write to Councillor Wood with request to reduce speed limit along Church Lane from 30mph to 20mph	Clerk
Public session	Highlight need to trim back hedges along Cinder Path with BDC Public Realm Dept	Cllr McCraw
Public Session	Review the state of the A137 and discuss repairs necessary with SCC	Cllr Wood
Public Session	Discuss footpath on the ECC side of the Manningtree Railway with Lawford Parish Council to see if they can influence ECC to improve the path	Clerk
PC 11.19.07	Advertise the Parish Councillor Vacancy in the next edition of the Brantham Bugle	Clerk
PC 11.19.09	Draft a letter to the bank to establish a monthly payment for the Village Hall	Clerk
PC 11.19.09	Proceed with purchase of a teen shelter	Recreation Committee
PC 11.19.09 (6)	Instruct works for Village Hall	Cllr Heywood
PC 11.19.10	Inform DSmith that the Parish Council agree the use of the LPF for Fireworks night next year	Clerk



APPENDIX A

PC 11.19.08 FINANCE REPORT

ACCOUNTS AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Parish Clerk – Salary	BACS	£1002.41		£1002.41	LGA 1972, s.112
Parish Clerk – Office	BACS	£20.00		£20.00	LGA 1972, s. 112
Phil Wainwright – Litter Picker	BACS	£191.70		£191.70	Open Spaces Act 1906, ss.9 and 10
Tina Bird – Litter Picker (August 2018)	BACS	£230.48		£230.48	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
SALC		£96.00	£19.20	£115.20	LGA 1972
S.Fisher (2 year domain renewal and 6 months mailbox usage)		£130.00		£130.00	LGA 1972, s.142
John R. Keeble & Son (Gravel Pit Lane Play Area rent for 2013-14, 2018-19, 2019-20)		£30.00		£30.0	Public Health Act, 1975, s.164
SALC (Internal Audit 2018-19)		£267.00	£53.40	£320.40	LGA 1972
Paul Brackley (September – October Grounds Maintenance)		£1660.00		£1660.00	Public Health Act 1975, s. 164

ACCOUNTS PAID SINCE THE LAST MEETING	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
O2 (Clerk's mobile phone)	DD	£17.58	£3.52	£21.10	LGA 1972
Amazon (Printer Paper)	Debit card	£11.35	£2.27	£13.62	LGA 1972
East of England Co-op (Postage Stamps)	Debit card	£3.90		£3.90	LGA 1972
Community Action Suffolk (Onesuffolk Website renewal)	Debit card	£50.00	£10.00	£60.00	LGA 1972, s. 142

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank interest	£TBC
Babergh District Council (CIL Payment)	£3258.75
Paul Brackley (Pine Cottage Rent)	£40.00



APPENDIX B

Parish Report November 2019

Councillor
David Wood

Triangle

Ipswich Road

Tattingstone, Ipswich



Cabinet reshuffle at Suffolk County Council

On 15 October, there was a major reshuffle of the Suffolk County Council Cabinet. The key changes are:

- Cllr Gordon Jones is the new Cabinet Member for Finance
- Cllr Mary Evans remains as deputy leader and is the new Cabinet Member for Children's Services, Education and Skills
- Cllr Andrew Reid is the new Cabinet Member for Highways, Transport and Rural Affairs
- Responsibility for the council's policy on Sizewell C moves to Cllr Richard Rout (Cabinet Member for Environment and Public Protection)
- Responsibility for the council's property portfolio and assets moves to Cllr Nick Gowrley (Cabinet Member for Economic Development, Housing and Enterprise)

35% cut to Health Visitors

Earlier this year, there were reports that Suffolk County Council planned to cut 25% of Health Visitors. We have now learned that the council has in fact reduced Health Visitors by 35%, without informing either the public or councillors. The staffing cuts were made as part of an internal restructure of the 0-19 Healthy Child Service in order to save £1m.

In England, it is mandatory for families to receive five visits to check on the health of children/parents during pregnancy early childhood, and the guidance states that these checks should be undertaken by health visitors. However, as a result of these staffing reductions, in Suffolk only three of these visits will be undertaken by specially trained health visitors, with staff nurses expected to take on the other two checks.

My group proposed a motion at Council on the 17 October, asking the administration to reconsider these cuts, which unfortunately was voted down.



Boundary review – extension of consultation

The Boundary Commission has extended the deadline for their consultation on new division boundaries for Suffolk County Council until 2 January 2020.

As part of this review, the Boundary Commission are proposing to reduce councillor numbers in Suffolk from 75 to 70.

You can find out more information and respond to the consultation here:

<https://consultation.lgbce.org.uk/node/18495>

Review of school transport policy confirmed

CLlr Mary Evans, Cabinet Member for Children’s Services, Education and Skills, has apologised to families affected by the new school transport policy and has confirmed that there will be a review of the policy. However, it is likely that this review will only focus on the implementation of the new policy, rather than the inherent problems with the policy itself.

Since the introduction of the new policy, there has been a large increase in the number of transport appeals: 141 appeals were submitted from 1 July – 18 October, compared to an average of just 21 for the same time period in previous years. Furthermore, over 70% of these appeals have been decided in favour of parents who had initially been refused transport by the council.

£7.5m investment in Great Blakenham Mixed Recycling Facility

The Cabinet has agreed to a capital investment of £7.5m in the Great Blakenham Mixed Recycling Facility, which will be funded through the Public Works Loans Board. The expected annual borrowing cost is £900,000.

Suffolk County Council is currently charged £79.61 per tonne of mixed recycling waste it brings to Great Blakenham, but the new investment would reduce that to £58.20 per tonne. This reduction in “gate fees” is expected to generate net savings of £6.6m over the life of the nine-year contract, which will be shared between Suffolk County Council and the other district/borough councils within the Suffolk Waste Partnership.