



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 05 December 2018, 7.30pm held at Brantham Village Hall

PRESENT: Cllrs M Aherne, R Candy, L Laws , A McCraw, JPearce, C Phillips, J Richardson , P Seward and J Van Der Toorn

CHAIRPERSON: Cllr L Dunnett

IN ATTENDANCE: County Councillor D Wood, S Keys (Clerk), and 4 members of the public.

PC 12.18.01 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 12.18.02 APOLOGIES

Cllr J Heywood

PC 12.18.03 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 12.18.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 07 November 2018. The Council aif that these were a true and accurate record of the meeting.

PC 12.18.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

| MINUTE NO. | ACTION | Ongoing/ Dismissed |
|-------------|--|--------------------------|
| PC 11.18.11 | Circulate the updated Standing Orders to Councillors <i>Completed</i> | Dismissed |
| PC 11.18.12 | Ask SFG what their plans for the Memorial are once the site has been regenerated. <i>For discussion at the meeting</i> Send a letter to the Church confirming their agreement to store the plaques for the time being <i>To be completed</i> Write to Richard Keeble and thank him for storing the plaques | Dismissed Ongoing |



| | | |
|--|---|-----------------------------------|
| | <p>until now <i>Completed</i> Investigate the costs of moving a War Memorial <i>To be completed</i></p> | <p>Dismissed Ongoing</p> |
|--|---|-----------------------------------|

PC 12.18.06 PUBLIC SESSION

A written report had been submitted from Cllr. Wood (available as Appendix B) and he commented on the following:

- CUTS TO CITIZENS ADVICE BUREAU – Cllr Wood urged Councillors and the public to voice concerns about this by writing to the SCC leader.
- SPEED INDICATOR DEVICE – Cllr Wood informed the Council that he would discuss this with SCC the following day
- Cllr Phillips queried whether the issue of buses parking in the village laybys during the day could be addressed by SCC. Cllr Wood stated that as this was not against the law this could not be addressed by SCC.

Cllr McCraw gave the following update:

- JOINT HOUSING STRATEGY AND HOMELESSNESS PREVENTION STRATEGY – this is currently out for consultation
- CORKS LANE PROPERTY – Cllr McCraw informed the Council that the planning application for this development has come forward to the Planning Committee. The application includes 53 dwellings in the main building, 4 dwellings on the car park and 21 affordable units at Angel Court
- DELAYS IN PLANNING DECISIONS – there are currently delays in making planning decisions due to changes to the NPPF and JR challenges
- CHRISTMAS BINS SCHEDULE – the schedule for bin collection over the festive period has now been published. Cllr McCraw will publicise by email.
- PLANNING APPLICATION AT BRANTHAM PLACE – a new application for 15 dwellings at Brantham Place had been received in the last two days. This will be considered by the Brantham Parish Council Planning Committee.

The following questions were received from the public:

- Why had there been no information from Brantham Parish Council about this application. The Clerk confirmed that this had been received in the last two days, a request for an extension to the deadline for responses had been requested. The application will then be considered by the BPC Planning Committee on 16 January 2019.

PC 12.18.07 INDUSTRIAL SITE DEVELOPMENT

- To receive an update on the meeting held with Taylor Wimpey re: proposals for the Greenfield development. The Chairman reported that following the public consultation, TW had requested a brief meeting, with Councillors, to present amendments to the original design proposals. The Chair highlighted the new plan from Taylor Wimpey that took comments made at the consultation event into account and showed a slightly different layout to the original proposal to make the development less “road-heavy”. The Chair confirmed that Taylor Wimpey plan to submit a planning application in January 2019 at the earliest.



- b) To receive an update on recent/forthcoming activity on brownfield – Andy Plant from SFG informed the Council that contracts have now been exchanged with Taylor Wimpey and that consent is anticipated for July 2019. Works on drains and sewerage are targeted to start in late January. Technical approval is now in place. Anglian Water works are due to finish in early December. A.Plant confirmed that it looked likely that a new pump station would be installed in front of Chalkwell House. The diversion of overhead power cables by UKPN are now well underway and are due to be completed by late January 2019. He confirmed that there will be a temporary closure of Factory Lane around February 2019. Traffic will be diverted around the back of the site. This will be a formal road closure which has been agreed by SCC. Remediation work on site is now 98% complete. A.Plant confirmed that future work has been sub-contracted to Breheny and is anticipated to take around 6-8 months.
- c) To agree any other next steps as necessary – following discussion A.Plant confirmed that the War Memorial currently on the Industrial Site could be moved if this was agreed as desirable. It was agreed that a small working group should meet, visit the memorial and discuss options for its future location.

ACTION – Clerk to request volunteers for this group and arrange a meeting.

At 8.04pm Andy Plant and Cllr McCraw left the meeting

PC 12.18.08 FINANCE REPORT

- a) To note the balance of accounts - The Clerk reported the following balances as at 30 November 2018:
- Current Account - £5000.00
 - Deposit Account - £121,085.80
 - Salaries Account - £332.06
- 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. Cllr Laws proposed that these should be approved by the Council; this was seconded Cllr Phillips and aif by all Councillors present at that time.

PC 12.18.09 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting –
- Work continues on GDPR and this is reviewed at the Finance meetings
 - Outsourced payroll options have been looked at by the Clerk, these have mostly been in line with current costs paid to SALC.
- b) To review and agree proposals for contributions - Two requests for contributions have been received in the last month; one from Sudbury Citizens Advice Bureau which the Committee agreed did not meet the criteria of the Council's Contributions policy and a request from Dedham Vale AONB and Stour Valley Project. The Committee agreed a donation of £100.00 to this organisation.
- c) To review proposed budget and agree principles for precept request or 2019-20 - The Clerk outlined the proposed budget that had been circulated to Councillors prior to the meeting. The budget represents an increase in the precept of 2%, but the final amount to request will be amended to take account of the Council Tax Base Figures. A final



version of the budget will be provided at the January 2019 Parish Council meeting before submission to Babergh District Council at the end of January 2019.

- d) To consider/agree any other proposals from the Finance Committee – The Chair informed the Council that at the next Parish Council election in May 2019 it was likely that at least two members of the Finance Committee would no longer be on the Parish Council. In order to facilitate a smooth transition in May the Finance Committee would like to co-opt two Councillors onto the Committee so that they can begin to understand the work of the Committee.

ACTION: Any Councillors interested in this role should contact the Clerk.

CLlr McCraw re-joined the meeting

2. Recreation Sub-Committee

- a) To update on any general actions since the last meeting – Cllr Phillips informed the Council that the Committee had met via email and considered the recommendations in the recent Play area Inspection reports. The Sub-Committee agreed the following proposals:

The following works to be undertaken as soon as feasibly possible:

1. Repainting all swings/play equipment at all three parks
2. Replacement of a damaged cradle swing at Merriam Close
3. The bark under the monkey bars at Gravel Pit Lane needs to be topped up

The following works should be undertaken in the longer term:

4. Replace all the swings once they are repainted
5. Remove the cradle swings at Lower Playing Field and replace with a 'net/doughnut' swing
6. Source quotes for replacing the rubber matting at Gravel Pit Lane for a more appropriate surface

The Sub-Committee has been offered the opportunity to meet with a consultant for this type of work. Cllr Laws is also aware of a local resident who may be able to help and we intend to meet both these individuals after Christmas and once the electricity work is finished.

Following discussion it was agreed that these proposals should be accepted.

- b) To consider/approve any actions or expenditure as required – **ACTION:** Clerk to source quotes/make purchases for the proposed work as outlined by the Recreation Sub-Committee.

3. Planning Committee

- a) To note recommendations made by the Committee - Cllr Saward confirmed that the BPC Planning Committee met on 26 November 2018. Recommendations from the Committee can be found in the minutes of the meeting on the village website at www.brantham.onesuffolk.net. Cllr Saward provided an overview of the recent refusal of planning permission for the additional bungalow at Poppy Field by Babergh District Council.
- b) To note the planning decisions received – see minutes.

4. Village Hall Management Committee

- a) To update on actions since the last meeting – The Clerk informed the Council that the last film night had been well attended. Decoration work is now complete. The Clerk confirmed that a caretaker for the Hall had been found who would be responsible for



doing small jobs around the hall so that it can remain in good repair. The Clerk informed the Council that the Hall is currently running at a small deficit, and that the committee had concerns about budget going forward. The Committee has received a quote of £945.00 to install a hearing loop at the village hall, with the option to add on a sound system with microphones. The Clerk confirmed that Cllr Dave Wood had agreed to fund 50% of this system from his locality budget. Following discussion Cllr McCraw proposed that the additional funding should be donated from the Parish Council, this was aif by the Council.

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 – none received.
7. CEP Representative
 - a) To receive an update on progress of the CEP – nothing to report
 - b) To consider/agree next steps as necessary – none highlighted.
8. BLC Representative - nothing to report.
9. Babergh Parish and Town Council Alliance Representative
 - a) To receive a report on recent activities of the Alliance – Cllr Van Der Toorn informed the Council that the Alliance had met on 04 December 2018. The Alliance confirmed that it would be producing reports following its meeting with Arthur Charvonia. These will be made available to the Parish Council. The Alliance has agreed to send a letter to SCC voicing its concerns about the regular closure of the Orwell Bridge and the impact this has on traffic in the local area, another letter is also being drafted for BDC highlighting concerns about developers who submit additional applications after developments have begun.
10. SALC Representative – The Chair confirmed that she had attended the recent SALC meeting which had been well-run and informative. The main subject of the meeting was CIL and the associated database. In addition, SALC reviewed its updated Constitution and confirmed that they would not increase subscriptions in the next year.
11. SNT Representative – The next meeting is due to take place on 19th December 2018. Cllr Richardson confirmed that he will attend on behalf of the Parish Council.

PC 12.18.10 CORRESPONDENCE TO NOTE/ACTION

The Clerk reviewed the correspondence that had been received in November 2018 (copies had been circulated to Councillors prior to the meeting), Councillors noted the following:

1. An email from the Fireworks Committee requesting use of the LPF for the Fireworks event on 02 November 2019. Following discussion Cllr Laws proposed that this request was approved, this was seconded by Cllr Richardson and aif by the Council.
ACTION: Clerk to inform the Fireworks Committee of the Council's decision
2. Email from Kate Lowe at BDC with information about the affordable development scheme on Ipswich Road. Included for information.
3. Email from local Safer Neighbourhood Team with information on burglaries in Brantham. Included for information
4. Email from local resident with concerns about the pavement adjacent to the Poppy Field Development. Included for information



5. Email from SCC with response to comments re: pavement outside Poppy Field. Included for information.
6. Email from Brantham Bowls Club with queries about signage to the Club. The Clerk confirmed that she had directed them to SCC.
7. Email from a local resident with concerns about a parked vehicle on Brooklands Road. The Clerk confirmed that she had directed them to the Police.

PC 12.18.11 MISCELLANEOUS CORRESPONDENCE

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

PC 12.18.12 DATE OF NEXT MEETING

Planning & Finance meetings – Wednesday 16 January 2019, 7.30pm at Brantham Methodist Church

Parish Council meetings – Wednesday 23 January 2019, 7.30pm at Brantham Village Hall

The meeting closed to the public at 8.50pm

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



ACTIONS

| MINUTE NO. | ACTION | Who |
|--------------------|--|--------------------------|
| PC 11.18.12 | Send a letter to the Church confirming their agreement to store the plaques for the time being Investigate the costs of moving a War Memorial | Clerk Cllr Richardson |
| PC 12.18.08 (1) | Inform the Clerk to take up the offer of co-option to the Finance Committee | Councillors |
| PC 12.18.08 (2) | Source quotes for the proposed work as outlined by the Recreation Sub-Committee | Clerk |



APPENDIX A

PC 12.18.08 FINANCE REPORT

| ACCOUNTS AGREED FOR PAYMENT | Chq/Debit Card/SO | NET | VAT | TOTAL | Powers Used |
|--|--------------------------|------------|------------|--------------|--|
| Parish Clerk – Salary | BACS | £985.88 | | £985.88 | LGA 1972, s.112 |
| Parish Clerk – Office | BACS | £20.00 | | £20.00 | LGA 1972, s. 112 |
| Phil Wainwright – Litter Picker (August 2018) | BACS | £183.20 | | £183.20 | Open Spaces Act 1906, ss.9 and 10 |
| Tina Bird – Litter Picker (August 2018) | BACS | £220.19 | | £220.19 | 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 |
| B.M.L Maintenance Payment | SO | £332.00 | | £332.00 | Local Government (miscellaneous Provisions) Act 1976, s.19 |
| L. Dunnett (Travel Expenses, 20 miles @ 45p per mile) | | £9.00 | | £9.00 | LGA 1972 |

| ACCOUNTS PAID SINCE THE LAST MEETING | Chq/Debit Card/SO | NET | VAT | TOTAL | Powers Used |
|---|--------------------------|------------|------------|--------------|--------------------|
| Amazon (Printer cartridges) | Debit Card | £39.94 | | £39.94 | LGA 1972 |
| East of England Co-op (Postage Stamps) | Debit Card | £8.04 | | £8.04 | LGA 1972 |
| Entire Computers (Installation of anti-virus software on Clerk's computer) | Debit Card | £30.00 | | £30.00 | LGA 1972 |
| O2 (Clerk's mobile phone) | Direct Debit | £17.16 | £3.43 | £20.59 | LGA 1972 |

| RECEIPTS RECEIVED SINCE THE LAST MEETING | TOTAL |
|---|--------------|
| HMRC (VAT Claim) | £914.34 |
| Bank Interest | £5.30 |



APPENDIX B

Parish Report December 2018

Councillor
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Proposed budget cuts for 2019/20

On 22 November, the Scrutiny Committee discussed proposals for the 2019/20 budget. These will be finalised and presented to the Cabinet in January, before being debated by the full Council in February.

Council tax will increase by a total of 3.99% in 2019/20 – this will be made up of a 2.99% increase in general council tax and a final 1% increase for the Social Care Precept.

The proposed “tactical savings” total £11.2m. These are spread across the Council’s directorates (as shown in the table below), with Growth, Highways and Infrastructure, Adult and Community

Table 8: Summary of Savings Proposals

| | Adult & Community Services (ACS) £'m | Health, Wellbeing & Children's Services (HW&CS) £'m | Fire & Rescue Service and Public Safety £'m | Growth, Highways and Infrastructure £'m | Corporate Services & Central Resources £'m | TOTAL £'m |
|--------------------|---|--|--|--|---|---------------------|
| Cost reduction | 1.0 | 0.2 | 0.0 | 2.0 | 0.1 | 3.3 |
| Grant reduction | | | 0.4 | | | 0.4 |
| Maximise Income | | 1.4 | 0.0 | 0.0 | 0.3 | 1.7 |
| Service reduction | 1.0 | 0.1 | | 1.7 | 0.0 | 2.8 |
| Staffing reduction | 0.1 | 0.9 | 0.3 | 0.5 | 1.2 | 3.0 |
| TOTAL | 2.1 | 2.6 | 0.7 | 4.2 | 1.6 | 11.2 |

Services, and Health, Wellbeing and Children’s Services seeing the greatest cuts.

The proposals for tactical savings include:



- Remove the full Citizens Advice Grant – however the Council have since announced that this will be phased in rather than immediate, with 50% of the grant being cut this year and the remaining 50% being cut in the 2020/21 budget
- Staffing reduction (totalling £3m) across all directorates
- Reduce Housing Related Support and the provision of hostel beds
- Negotiate care pricing
- Stop displaying bus timetables at the roadside
- Reduce spend on sponsored bus services
- Reduce out-of-hours stand-by service and winter support fleet for Suffolk Highways
- Stop road sign cleaning and only maintain mandatory road markings
- Turn more streetlights off overnight
- Cease accreditation of the Duke of Edinburgh Award scheme (the scheme will continue, however organisations will license themselves directly with the charity rather than through SCC)

Unfortunately, I have not been informed of the savings associated with each of the above proposals, and instead have only been told how much each directorate is expected to save in total. The final proposals, along with the savings associated with each of them, will not be made available until January.

U-turn on support for period poverty

In October, a motion asking for a commitment of £15,000 in the budget to help tackle “period poverty” was unfortunately rejected by the Council.

However, the administration have since announced that they will be undertaking an audit of the services in Suffolk that are aimed at tackling period poverty, to identify gaps and assess how provision can be improved.

I am cautiously hopeful that this review will result in proper support and funding for those amazing voluntary organisations that are currently providing free sanitary products. They cannot provide that service all on their own, and a commitment of funding from Suffolk County Council will be vital to ensure we eradicate period poverty across the whole county.

Decision on Upper Orwell Crossings delayed

Work on the Upper Orwell Crossings in Ipswich has been suspended since August 2018, due to concerns that the costs of the project were no longer sustainable.

In October, the administration announced that they would need an additional £43m of funding in order to continue with the project. It was agreed by Cabinet that officers and councillors would have until December to try and find this additional funding.

However, this deadline has now been pushed back to January 2019. We are therefore expecting an announcement in the new year about the future of the project.



Significant increase in insurance pay-outs for cars damaged by potholes

Data published under Freedom of Information laws has shown that, between 1 January and 16 October this year, Suffolk Highways have already paid out £67,819.07 for vehicle damage (including insurance pay outs, costs and legal fees). This is a significant increase from the previous year, when pay-outs for the whole of 2017 totalled £26,004.63.

The number of claims has also more than doubled, from 598 in 2017 to 1,265 so far in 2018.