



MINUTES

BRANTHAM PARISH COUNCIL MEETING
Wednesday 03 February 2021, 7.30pm held via ZOOM

PRESENT: Cllrs M Bridgeman, J Heywood, E Osben

CHAIRPERSON: Cllr A McCraw

IN ATTENDANCE: S Keys (Clerk), 6 members of the public, Cllr Wood

PC 02.21.01 OPENING

The Chair declared the meeting open at 7.45 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 02.21.02 APOLOGIES

Cllrs V Abrahams, M Aherne, C Elliott, GRasch, P Revell and P Seward. Cllr ??? proposed that these apologies were accepted, this was seconded by Cllr ??? and aif.

PC 02.21.03 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 02.21.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 06 January 2021. Cllr McCraw proposed that the minutes were approved as a true and accurate record of the meeting, this was seconded by Cllr Heywood and aif by the Council. The Council agreed that the minutes would be formally signed at the next available opportunity for the Council to meet in person.

PC 02.21.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 12.20.09 (2)	Arrange purchase of benches when outcome of funding request is known <i>Completed. The Clerk informed the Council that the benches have been received and Dan Orman has taken them to the play areas for installation</i>	Dismissed
PC 12.20.10	Inform local resident that a request for a snooker club should be made to the landowner <i>To be completed</i>	Ongoing



PC 02.21.06 PUBLIC SESSION

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

- Elections will take place this year but Cllr Wood informed the Council and public that he will not be standing for election again. Cllrs Bridgeman and McCraw paid tribute to his hard work and commitment to Brantham and Suffolk as a whole.

Cllr McCraw gave a report on the following issues:

- The District Council's response to the Covid crisis continues and Covid case numbers seem to be improving in Suffolk. Cllr McCraw indicated that there continue to be grants available for businesses and individuals who have been impacted by the pandemic.
- A recent decision re: parking fees has been referred to the Scrutiny Committee.
- The external access point for Babergh District Council will be moving from the Town Hall to Suffolk libraries in order to be more accessible.
- Garden waste collections are currently suspended to ensure that regular waste collections can be prioritised during the pandemic
- BDC are currently beginning a programme of purchasing and building more houses to meet social housing demand.

PC 02.21.07 COUNCILLOR CO-OPTION

- a) To consider any applications for Co-option to the Parish Council – none received
- b) To approve new Councillor if appropriate – not applicable

PC 02.21.08 FINANCE REPORT

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

- Current Account - £5000.00
- Deposit Account - £123,931.57
- Salaries Account - £207.69

Cllr Bridgeman proposed that the balance of accounts were approved, this was seconded by Cllr Heywood 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 McCraw proposed that Appendix A was approved by the Council, this was seconded by Cllr Osben and aif.

PC 02.21.09 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting – Cllr McCraw confirmed that the Committee had met on 27 January 2021 and referred the Council to the draft minutes as circulated by the Clerk. Cllr McCraw gave an overview of the meeting which included discussion on GPL fencing, Grounds Maintenance, approval of salary payments, review of the Q3 Budget to Actual figures and approval of the 2021-22 budget and precept for the Parish Council.

Cllr McCraw confirmed that the Committee had approved a precept request of £48,585 on the delegated authority of the Parish Council in PC 01.21.08. This represented an increase of 2% which had been necessary to ensure that the Council was able to cover its budget for the year and will be added to with a grant from Babergh District Council of



£924 following a reduction in the Council tax base figures. The Precept form has been submitted to Babergh District Council.

- b) To consider/agree proposals for contributions from the Finance Committee – Two requests for contributions had been received in January. The Committee had agreed a contribution of £250 to Brantham Bowls Club for support with running costs. A second request from Ipswich BMX Club had not been approved as this did not meet the parameters of the BPC Contributions policy.
- c) To consider/agree any other proposals presented by the Finance Committee – Cllr McCraw informed the Council that two quotes had been received for repair of the fencing at Gravel Pit Lane Play area. One quote proposed a complete replacement of fencing and posts and amounted to £2650. A second quote proposed to re-use some posts and replace the fencing and amounted to £1660. The Committee proposed that the second quote should be approved, this was seconded by Cllr Heywood and aif.

ACTION – Clerk to inform contractor and ask for work to commence in the near future. Following advertisement of the Grounds Maintenance Contract in Brantham one quote for the work had been received from David Childs (the Grounds Maintenance contractor at Brantham Leisure Centre and Lawford Parish Council). He proposed undertaking the Grounds Maintenance work for £15 per hour to a maximum of 10 hours per week with additional costs for removal of waste. Cllr McCraw informed the Council that the Finance Committee proposed that this quote should be approved with a six month review period. This was seconded by Cllr Osben and aif. **ACTION** – Clerk to inform Dave Childs.

2. Recreation Sub-Committee

- a) To update on any general actions since the last meeting – Cllr Heywood gave the following update; there have been no meetings of the sub-committee for some months. However, in order to comply with the recommendations in last year's inspection report the sub-committee is attempting to carry out the renovations suggested in those reports. Quotes from play equipment companies have been requested for the following work/replacements:

1. Gravel Pit Lane - To provide new seats for the flat seat and cradle swings.
2. Lower Playing Field – To replace the chains, shackles, bolts, pins and bushes for the flat and cradle seat swings, and to replace both seats on the seesaw.
3. Merriam Close – To replace both cradle swing seats.

To date the following quotes have been received:

- o Action Play and Leisure for £1,464, inclusive
- o Wicksteed for £1,029.20 plus labour and VAT

A quote for labour has been requested from Wicksteed so that the two quotes can be compared. A third quote will be requested in the near future.

The Sub-Committee has received the delivery of three picnic tables, two for Gravel Pit Lane and one for Merriam Close. They are flat-packed and need to be assembled on site. The Clerk has requested that Dan Orman completes this work. Cllr Heywood extended her thanks to Cllr McCraw for his contribution towards the tables.

- 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 on 27 January 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 – There have been no meetings of the committee for several months. The boiler remains on intermittently to ensure the hall pipes do not freeze. Beverley Rudge the bookings clerk and co-ordinator, is going in on a regular basis to check that everything is ok. The hall is only being used on Wednesdays between 1.00 p.m. and 3.00 p.m. for the Post Office.

A further grant from Babergh District Council has been secured for support as a result of loss of income due to the closure of the hall. This grant will total £8,612.00

The second quote for the full electrical safety test has not been received and it seems unlikely that it will be now. A further quote has been requested but due to the current situation there does not seem to be availability. Cllr Heywood reviewed the quote previously received from Darren Hicks and suggested that this quote should be accepted and due to the grant received from BDC could be paid for from Village Hall funds. Cllr Bridgeman pointed out that this should be agreed by the VHMC not the Parish Council.

ACTION – Cllr Heywood to email the VHMC and request agreement to this proposal. Once received to instruct the electrician to go ahead.

- 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 consider/agree any proposals presented by the Footpaths Sub Committee – Cllr Osben informed the Council that the sub-committee had not had a meeting. He noted that the footpaths around the village are currently in a poor state due to the weather. He confirmed that there appears to be less dog fouling on the paths which may be a result of poor weather. Cllr Osben indicated that some interest had been expressed in the Footpaths improvement group and he would be liaising with those interested.

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 – Cllr Aherne not present

9. BLC Representative – Cllr Abrahams not present

10. SNT Representative – Cllr Rasch not present

PC 02.21.10 CORRESPONDENCE TO NOTE/ACTION

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

- An email from Hadleigh Town Council requesting advice on the set up of CIC – Cllr McCraw had attended a virtual meeting to provide information and advice
- Confirmation of payment to be made for work at LPF from Anglian Water
- Email from Brantham Methodist Church thanking the Parish Council for donation
- Email from MScambler re: Brantham Open Space footpaths and handover to BDC which is expected when the paths have been repaired and the wild flower mix has been approved.
- Email from Davies Group re: insurance claim for tree at Merriam Close



- Email from local resident querying PC support for footpath issues following comments on Facebook – Cllr McCraw suggested that this could be reviewed and considered by the Footpaths Sub-Committee. Following discussion it was agreed that contact details at SFG should be passed to the resident concerned. **ACTION** – Clerk to send contact details for Martin Scambler to local resident.
- Email from local resident re: footpaths group – this has been forwarded to Cllr Osben
- Email from UK Power Networks re: tree cutting at the Lower Playing Field. Following discussion Cllr McCraw proposed that this should be approved but that it should be requested that this work is done when the ground is not so soft and a reminder should be made that any damage made should be repaired and any branches should be cleared away. This was seconded by Cllr Osben and aif. **ACTION** – Clerk to respond accordingly

PC 02.21.11 MISCELLANEOUS CORRESPONDENCE

All miscellaneous correspondence by email had been forwarded to Councillors during the month. Cllr McCraw highlighted an email about street planning which he had circulated to the Planning Committee.

PC 02.21.12 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 02.21.13 DATE OF NEXT MEETING

Wednesday 03 March 2021, 7.30pm via Zoom or at Brantham Village Hall

The meeting closed to the public at 8.43pm

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



ACTIONS

MINUTE NO.	ACTION	WHO
PC 12.20.10	Inform local resident that a request for a snooker club should be made to the landowner	Clerk
PC 02.21.09	Inform contractor to go ahead with fencing at Merriam Close play area	Clerk
PC 02.21.09	Inform Dave Childs that he has been appointed as BPC Grounds Maintenance Contractor	Clerk
PC 02.21.09	Email the VHMC and request agreement to funding electrical testing at the hall. Once received to instruct the electrician to go ahead.	Cllr Heywood
PC 02.21.10	Send contact details for Martin Scambler to local resident with queries about a footpath along the peninsula	Clerk
Pc 02.21.10	Respond to request to pollard willow tree at Lower Playing Field	Clerk



APPENDIX A

PC 02.21.08 FINANCE REPORT

ACCOUNTS TO BE AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
NBB Premises and matting (3 x Picnic Table)	003350	£945.00	£189.00	£1134.00	General Power of Competence
PKF LittleJohn (2019-20 External Audit)	003351	£300.00	£60.00	£360.00	LGA 1972
Brantham Village Hall (Hall Hire – 04.03.20)	003353	£20.00		£20.00	LGA 1972
Brantham Bowls Club (Donation to help with grounds maintenance)	003355	£250.00		£250.00	General Power of Competence

ACCOUNTS PAID SINCE THE LAST MEETING	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
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
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
NEST (Clerk's Pension for Sept, Oct, Nov, Dec 2020)	DC	£238.28		£238.28	LGA 1972



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RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£1.25
Anglian Water (For work at LPF)	£200.00

APPENDIX B



Parish Report February 2021

Councillor

David Wood

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Suffolk County Council Budget

The Suffolk County Council Budget has now been presented to Scrutiny and to Cabinet, and will be presented to Full Council on February 11th. Questions from the public must be submitted by 12 noon on Friday 5th February. Key points include:

- This year’s budget strategy focuses on responding to COVID-19, delivering transformation savings, making use of the risk reserve for this year only to deal with one-off pressures, and looking ahead while continuing to adapt.
- The net expenditure budget is £597.877m.
- Basic council tax will be raised by 1.99%, the maximum amount allowable without a referendum.
- The Social Care Precept will be raised by 2%, rather than the full 3% allowed.
- £16.702m from risk reserves will be used to balance the budget.

Table 5: Recommended Council Tax 2021-22

Band	General Council Tax £	Social Care Precept £
A	834.25	97.19
B	973.30	113.38
C	1,112.34	129.58
D	1,251.38	145.78
E	1,529.46	178.18
F	1,807.55	210.57
G	2,085.63	242.97
H	2,502.76	291.56

The full detail can be found in the Cabinet papers from January 26th 2021. Link: [https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=\(26-01-2021\),%20The%20Cabinet](https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=(26-01-2021),%20The%20Cabinet)

LDGI Group Budget Amendment

The LDGI Group has constructed a Budget Amendment which will be submitted to Full Council on February 11th alongside the administration’s Budget. The key change proposed by the LDGI Group



would be to authorise the use of the full 3% social care precept, unlocking the maximum available funding without impacting SCC's reserves. This would generate an extra £3.452m for social care at a cost of only £13.41 per year to a Band D household, freeing up general council tax funds to be spent on other projects and investments including:

- £700k for establishing a COVID-19 grant scheme for Suffolk charities and arts & culture venues.
- £500k for a solar energy scheme for Suffolk businesses.
- £200k for creating an electric bike rental scheme for Ipswich and Lowestoft.
- £500k to re-enable the use of concessionary bus passes on community transport and demand responsive transport across Suffolk.
- £1m for a 30mph scheme to convert residential 30mph zones to a default speed limit of 20mph over four years.
- £15k for a citizen's assembly on how Suffolk can build back better while recovering from the pandemic.
- £75k to enable community reviews of highways signage in the local area.
- £50k to expand the flood management team to ensure SCC is applying for all flooding grants it is eligible for.
- A demand-scoping exercise on where demand is for bus routes, a priority list for where future routes need to be, and a feasibility study on establishing an SCC-owned bus company to serve rural areas if commercial bus companies cannot.

By opting not to take the full 3% social care precept, the administration is voluntarily giving up £3.452m of funding for adult social care that must be made up from the general council tax fund, meaning that worthwhile projects such as those above cannot be pursued.

Streets Guide Consultation

Suffolk County Council is currently running a consultation on a new Streets Guide, which will assist designing streets for new residential developments especially by promoting walking and cycling. The consultation closes at 5pm on 10th February 2020. Parish Councils can submit responses at the link below:

<https://www.suffolk.gov.uk/planning-waste-and-environment/planning-and-development-advice/suffolk-design-streets-guide/>

Suffolk County Council Elections

With a strong possibility that the election will still take place on the 6th May, I would like to inform you all that I will not be seeking re-election. It is a decision that I made after the last election. I made a promise to my late wife Rita that it would be the last election I would contest and it is a promise I intend to keep.

It seems an age ago that I was elected to represent you all back in early 2000 and I would like to thank you all for the welcome and support you have given me. My successes and failures are too numerous to list here but perhaps the achievement that I am really proud of is the extension we obtained to Suffolk Coast & Heaths Area of Outstanding Natural Beauty it is also the project that took the greatest amount of time to complete some 21 years! I am also proud of the fact that the



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AONB have launched the “David Wood National Landscape Award” an award that will be presented annually to recognise volunteer contribution.

I will not be disappearing completely as I intend to pursue some volunteering opportunities that may/will come my way in the not too distant future and hopefully these will keep me in contact with the happenings on the Peninsula. So whoever is successful in succeeding me at the next election I hope you will give them the same welcome that you have all afforded me.

In the words of a well known song “Thanks for the memories”.