



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 23 January 2019, 7.30pm held at Brantham Village Hall

PRESENT: Cllrs M Aherne, J Heywood, L Laws, JPearce, C Phillips, P Saward and J Van Der Toorn

CHAIRPERSON: Cllr L Dunnett

IN ATTENDANCE: County Councillor D Wood, S Keys (Clerk), and 3 members of the public.

PC 01.19.01 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 01.19.02 APOLOGIES

Cllr J Richardson

PC 01.19.03 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 01.19.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 05 December 2018. The Council aif that these were a true and accurate record of the meeting.

PC 01.19.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 11.18.12	Send a letter to the Church confirming their agreement to store the plaques for the time being <i>Completed</i> Investigate the costs of moving a War Memorial <i>To be carried over</i>	Dismissed Ongoing
PC 12.18.08 (1)	Inform the Clerk to take up the offer of co-option to the Finance Committee <i>Cllr Aherne had agreed to be co-opted to the Finance Committee</i>	Dismissed
PC 12.18.08 (2)	Source quotes for the proposed work as outlined by the	Dismissed



	Recreation Sub-Committee <i>Completed</i>	
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PC 01.19.06 PUBLIC SESSION

A written report had been submitted from Cllr. Wood (available as Appendix B)

The following questions were received from the public:

- Query about how to see the comments made by BPC re: planning applications. The Clerk directed them to the comments section each application on the Babergh District Council Planning section
- Query about when the LPF fence will be replaced? **ACTION:** Clerk to chase with BLC

PC 01.19.07 FINANCE REPORT

- a) To note the balance of accounts - The Clerk reported the following balances as at 31 December 2018:
- Current Account - £5001.00
 - Deposit Account - £120,681.11
 - Salaries Account - £342.79
- 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 Pearce proposed that these should be approved by the Council; this was seconded Cllr Van Der Toorn and aif by the Council.
- c) The Council noted the Actual to Budget report for 01 April 2018 – 31 December 2018 as circulated by the RFO prior to the meeting. Cllr Laws proposed that the report was approved, this was seconded by Cllr Heywood and aif by the Council

PC 01.19.08 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting –
- Following consideration the Committee had agreed not pursue alternative options for payroll at this time.
 - Work on becoming Data Protection compliant continues in line with recommendations from SALC
 - The next meeting will review the Internal Controls document and the Risk Register.
- b) To review and agree proposals for contributions – No requests received in this month.
- c) To review/agree proposed budget and agree precept request for 2019-20 - The Clerk reviewed the proposed budget that had been circulated to Councillors prior to the meeting. The Chair proposed that the Council approve the precept request from Brantham Parish Council of £46,863, this represents a 1.99% increase from the previous year. The proposal was seconded by Cllr Laws and aif by the Council. The Precept request forms were signed. **ACTION:** Clerk to submit the request to Babergh District Council.

The Council thanked the Clerk for her work on the 2019-20 Budget.

- d) To consider/agree any other proposals from the Finance Committee – The Chair informed the Council that at the meeting the Committee had reviewed the recommended 2019-2020 NALC Salary Award for Parish Council Clerks. The recommended rates would increase the salary of the Clerk from £11.27 per hour to



BRANTHAM

Parish Council

£11.67 per hour, effective from 01 April 2019. Cllr Dunnett proposed that the recommended rates were approved, this was seconded by Cllr Saward and aif by the Council. **ACTION** – Clerk to inform SALC of changes to the Clerk’s pay, effective from 01 April 2019.

2. Recreation Sub-Committee

- a) To update on any general actions since the last meeting – Cllr Phillips informed the Council that no further work had taken place on the plans for the Skate Park whilst work was undertaken at the LPF by UKPN.
- b) The Clerk confirmed that additional bark had been added at Gravel Pit Lane Play Area, a new swing seat for Merriam Close Play area has been ordered and quotes are being sourced for the re-painting of the play equipment.

3. Planning Committee

- a) To note recommendations made by the Committee - Cllr Dunnett confirmed that the BPC Planning Committee met on 16 January 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 – see minutes.

4. Village Hall Management Committee

- a) To update on actions since the last meeting – Cllr Heywood informed the Council that the last film night had been well attended and that the next film showing would be “Crazy Rich Asians” in March 2019. Cllr Heywood informed the Council that the Committee would be hosting a fundraising quiz night on 30 March 2019. The Committee is currently considering projects for the future to maintain the condition of the hall including hallway redecoration, new toilets, new heating.

ACTION: The Chair suggested that funding options were discussed with Babergh District Council as possible projects for CIL funding.

ACTION: Following discussion Cllr Philips agreed to write a promotional piece about the Village Hall for submission to the Bugle.

Cllr Heywood confirmed that a hearing loop has now been installed in the hall and that the Caretaker is now in post and handling the maintenance work in the Hall.

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 – A report from Cllr McCraw will be circulated to the Council after the meeting. The Clerk informed the Council that there had been some concerns about the work by UKPN at the Lower Playing Field. Following discussion Cllr Laws proposed that the Legal Sub-Committee lead on the work to resolve issues with UKPN. This was seconded by Cllr Aherne. The proposal was aif by the Council.

7. CEP Representative

- a) To receive an update on progress of the CEP – nothing to report
- b) To consider/agree next steps as necessary – The Chair suggested that this was reviewed again when the new Council was in post after the elections in May 2019.

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 confirmed that the Alliance had met on 15 January 2019 but there had not been much additional information.
10. SALC Representative – The Chair confirmed that following the last meeting SALC is currently looking for new venues for future meetings.
11. SNT Representative – Cllr Pearce confirmed that he had attended the last SNT meeting at Brantham Leisure Centre. The meeting confirmed that Hadleigh now has 6 permanent PCs and that all PCSOs will now be based from Landmark House. The nature of SNT work is now changing and will focus on local need. The meeting had confirmed that there had been a recent spike in burglaries after the clocks went back. The Police advised that households use timer switches as a deterrent.

PC 01.19.09 CORRESPONDENCE TO NOTE/ACTION

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

1. An email from Kate Lowe at BDC re: proposed development at 11 & 12 Ipswich Road.
2. Email from local resident highlighting about dog fouling around the village- Following discussion it was agreed that the issue should be highlighted in the Bugle again.
ACTION: Clerk to highlight issue of dog fouling to the Bugle, requesting highlighting the issue on the front page of the Bugle.
3. Email from local resident highlighting concerns about drug use in Temple Pattle -The clerk confirmed that she had referred the resident to the Police. The Council suggested that she attend the next SNT meeting to highlight the issue.
4. Email from local resident highlighting concerns about noise from moto cross bikes on the field in the village. **ACTION:** Following discussion it was agreed that the Clerk should visit the owner of the field to discuss the issue.
5. An email chain with local resident about a pot hole on Brooklands Road.

PC 01.19.10 MISCELLANEOUS CORRESPONDENCE

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

PC 01.19.11 INDUSTRIAL SITE UPDATE

- a) To receive an update on recent/forthcoming activity on Industrial site:
The Clerk informed the Council that she had requested an update on Industrial Site activity from SFG representatives but had not received a response.
- b) To agree any other next steps as necessary - none

PC 01.19.12 DATES FOR APCM AND APM

- a) To review/agree the proposed dates for the APM and the APCM as circulated by the Clerk
The Council reviewed the dates as circulated by the Clerk and following discussion the following dates were agreed:
- Annual Parish Meeting – 03 April 2019, 6.30pm followed by the April Parish Council meeting
 - Annual Parish Council Meeting – 07 May 2019, 7.30pm
- b) To agree any other next steps as necessary
ACTION: Clerk to ask local groups to make a report for the Annual Parish Meeting.



BRANTHAM
Parish Council

PC 01.19.13 DATE OF NEXT MEETING

Wednesday 06 March 2019, 7.30pm at Brantham Village Hall

The meeting closed to the public at 8.47pm

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



ACTIONS

MINUTE NO.	ACTION	Who
PC 11.18.12	Investigate the costs of moving a War Memorial	Cllr Richardson
PC 01.19.06	Query when the LPF fence will be replaced with BLC	Clerk
PC 01.19.08	Submit the 2019-2020 precept request form to Babergh District Council	Clerk
PC 01.19.08	Inform SALC of changes to the Clerk's pay, effective from 01 April 2019.	Clerk
PC 01.19.08 (4)	Discuss possible projects for the Village Hall with Babergh District Council as possible for CIL funding. Following discussion Cllr Philips agreed to write a promotional piece about the Village Hall for submission to the Bugle.	Clerk Cllr Phillips
PC 01.19.09	Highlight issue of dog fouling to the Bugle, requesting highlighting the issue on the front page of the Bugle	Clerk
PC 01.19.09	Visit local land owner and highlight concerns from a resident about noise from moto cross bikes on the field	Clerk
PC 01.19.12	Ask local groups to submit a report for the Annual Parish Meeting in April	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	£965.88		£965.88	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
Suffolk County Council (Donation to Dedham Vale AONB and Stour Valley Project)		£100.00		£100.00	General Power of Competence
Village Hall Brantham (Contribution towards cost of hearing loop in the Hall as per PC 12.12.09)		£472.50		£472.50	Local Government Act 1972, s.133

ACCOUNTS PAID SINCE THE LAST MEETING	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Tesco (Drinks/nibbles for Dec PC meeting)	Debit Card	£75.21		£75.21	General Power of Competence, Localism Act 2011, ss. 1-8
Tanks Direct (Two grit bins – replacement for Pine Close and one for Village Hall)	Debit Card	£255.40	£45.08	£270.48	General Power of Competence, Localism Act 2011, ss. 1-8
NEST (November and December Pension contributions for Clerk)	Debit Card	£74.84		£74.84	LGA 1972
O2 (Clerk’s mobile phone)	Direct Debit	£17.58	£3.52	£21.10	LGA 1972
Suffolk County Council (Parish Lighting Estimation)	Debit Card	£187.50	£37.50	£225.00	Parish Councils Act 1957, s.3
Babergh District Council (Annual Playground Inspections 2018)	Debit Card	£97.42	£19.48	£116.90	Public Health Act 1936, s.87
HMRC (Quarter 3 PAYE and NI Payment)	Debit Card	£426.33		£426.33	LGA 1972



BRANTHAM
Parish Council

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest (Dec 2018)	£5.12
Bank Interest (Jan 2019)	£4.90
BML (Rent Payment)	£412.50
Highcliff Veterinary Practice (Quarterly rent)	£1250.00



APPENDIX B

Parish Report January 2019

Councillor
David Wood

Triangle

Ipswich Road

Tattingstone, Ipswich



Council pledges to lead fight against single-use plastics

On 6 December 2018, my group successfully put forward a motion calling on Suffolk County Council to do more to tackle single-use plastic waste in the county. The motion was agreed unanimously by all councillors.

The measures the council has agreed to implement include a commitment to work towards only using sustainable or re-usable plastics in all council buildings, writing to the public on how to reduce plastic waste, and creating a “plastic free Suffolk network” of councils, businesses and other organisations.

Consultation on cuts to Citizens Advice

In November, Suffolk County Council announced their intention to cut all funding for Suffolk’s Citizens Advice Bureaus as part of their budget savings proposals. This was later amended to a phased cut over 2 years. The funding will be reduced by half (£184 000) in 2019/20, before being removed entirely in 2020/21.

I am very concerned by these proposals, which will have a huge impact on our Citizen’s Advice Bureaus. The services provided by CABs represent great value for money and support many of our most vulnerable residents.

Suffolk County Council have launched a consultation on this proposed funding cut, which I would encourage you all to complete. The consultation runs until 5pm on Wednesday 23 January, and can be found at: www.suffolk.gov.uk/cabconsultation

Suffolk County Council refuses to tackle carbon emissions



At the Council meeting in December, councillors from my group proposed a motion asking Suffolk County Council to set an annual “carbon budget” and create targets for reducing carbon emissions. A carbon budget would set out how much carbon the council could emit each year, much like a financial budget sets out how much money can be spent. Unfortunately, the administration voted against the motion and refused to commit to any carbon reduction targets.

Suffolk County Council already monitors its carbon emissions, but currently this work is not in the public domain and there are no clear targets for carbon reduction. The motion asked the council to make this process open, transparent and accountable, and it’s a shame the administration didn’t want to engage with us on this issue.

Modern slavery statement unanimously agreed

A motion on modern slavery was unanimously agreed at the Council meeting in December. The motion commits Suffolk County Council to comply with the Modern Slavery Act 2015 and do all it can to eradicate modern slavery and human trafficking in Suffolk.

In addition, the council will review its procurement processes to see where they can be strengthened to fully comply with the Modern Slavery Act and bring a paper to Cabinet to decide on the production of an annual slavery and human trafficking statement. This statement will outline our actions to identify, prevent and mitigate modern slavery in our communities.

Energy from waste facility refinanced

In 2010, Suffolk County Council entered into a PFI-backed contract with Suez for the Suffolk energy from waste facility. The gate fee per tonne payments for the disposal of waste include the capital costs of the facility as well as the operating costs over the 25-year contract life. In October 2016, the council refinanced £37.8m (22.4%) of the facility’s capital construction cost in order to reduce the gate fee per tonne.

At Cabinet in December it was agreed to refinance a further £10.2m (6.0%), which would further reduce the gate fee per tonne and consequently reduce the council’s annual revenue costs. The net savings are projected to be a further cumulative £10.4m over the remainder of the contract.