



**MINUTES**

**BRANTHAM PARISH COUNCIL MEETING**

Wednesday 08 January 2020, 7.30pm held at Brantham Leisure Centre

**PRESENT:** Cllrs V Abrahams, M Aherne, C Elliott, J Heywood, E Osben, C Philips, Cllr G Rasch , P Saward

**CHAIRPERSON:** Cllr A McCraw

**IN ATTENDANCE:** S Keys (Clerk), 3 members of the public.

**PC 01.20.01 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 01.20.02 APOLOGIES**

Cllr P Revell

**PC 01.20.03 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 01.20.04 PARISH COUNCIL MEETING MINUTES**

The Council considered the minutes of the Parish Council meeting held on 04 December 2019. The minutes were amended with corrected dates and Cllr Aherne then proposed that the minutes were approved as a true and accurate record of the meeting, and this was aif.

**PC 01.20.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING**

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 07.19.07	Ask bus users to highlight issues to the Council Get quotes for repairs to GPL bus shelter <i>To be completed</i>	Ongoing
Public Session	Formally write to Councillor Wood with request to reduce speed limit along Church Lane from 30mph to 20mph <i>Completed</i>	Dismissed
Pubic session	Ask Paul Brackley to cut back the hedge by the Scout Hut <i>Completed</i>	Dismissed



Public Session	Review the state of the A137 and discuss repairs necessary with SCC <i>To be completed</i>	Ongoing
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 <i>Completed</i>	Dismissed
PC 12.19.07	Formulate a job description and advertise the vacancy in the Bugle, via SALC and BDC. <i>To be completed</i>	Ongoing
PC 12.19.09	Provide an update on the skate ramp to the next edition of the Bugle <i>To be completed</i>	Ongoing
PC 12.19.09	Request a quote for a full electrical survey from Williams Holloway <i>Completed</i>	Dismissed

**PC 01.20.06 PUBLIC SESSION**

A written report had been submitted from Cllr. Wood (available as Appendix B). This was reviewed by Cllr McCraw and items on future bus projects and an increase in Council tax were highlighted.

Cllr McCraw informed the meeting that there had not been a meeting at the District Council for some time due to the recent election.

The Council is currently in the middle of the budget process and it looks likely that there will be a 3.1% increase which is the maximum allowed by a District Council. Cllr McCraw informed the meeting that the District Council expected to be a better financial position this year in comparison to last year and will be able to present a balance budget.

Cllr McCraw highlighted the current funding restraints experienced by the Citizens Advice Bureau and recommended that the Council should consider providing some funds to this organisation in the future.

A member of the public queried whether there would be any commercial organisations using the Brownfield site in the near future. Cllr McCraw stated that this was currently unknown due to commercial sensitivity.

**PC 01.20.07 FINANCE REPORT**

- a) To note and approve the balance of accounts as at 31 December 2019 - The Clerk reported the following balances:
- Current Account - £5000.00
  - Deposit Account - £129,399.03
  - Salaries Account - £28.59
- 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 Aherne proposed that the



balance of accounts and Appendix A were approved by the Council, this was seconded by Cllr Elliot and aif.

**PC 01.20.09 REPORTS FROM COMMITTEES AND REPRESENTATIVES**

1. Finance Committee

- a) To update on any actions since the last meeting – Cllr Aherne informed the meeting that there had been no Finance Committee meeting in December 2019.
- b) To consider/agree proposals for contributions from the Finance Committee
  - a. 1<sup>st</sup> Brantham Cub Scout Pack - £24.68 for Daffodil Bulbs and planting. Cllr McCraw proposed that this request should be approved, this was seconded by Cllr Abrahams and aif. The Clerk highlighted that this payment would be made at the meeting and the cheque added to the list of payments in Appendix A.
  - b. Neighbourhood Watch – Cllr Aherne proposed that a contribution of £50 should be made to this organisation. This was seconded by Cllr Phillips and aif.  
**ACTION:** Clerk to arrange payment
- c) To consider/agree any other proposals presented by the Finance Committee – Cllr McCraw proposed that the BPC Contributions Policy should be reviewed and updated so that larger organisations can be funded from the Contributions pot. This was seconded by Cllr Aherne and aif. **ACTION:** Finance Committee to review and update Contributions Policy.
- d) To note the signing of the Parish Council 2020-21 precept request form for submission to BDC – Cllr McCraw proposed that the Council signed the 2020-21 Precept Request Form as per the agree budget. This was seconded by Cllr Aherne and aif. The document was duly signed.

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 – none

3. Planning Committee

- a) To note recommendations made by the Committee – Cllr Saward confirmed that there was no Planning Committee meeting in December 2019.
- b) To note the planning decisions received – see above.

4. Village Hall Management Committee

- a) To update on actions since the last meeting – Cllr Heywood informed the Council that there had been no meeting since the last Parish Council meeting and that the surveys of the building are currently awaited.

5. Footpaths Sub Committee

- a) To consider/agree any proposals presented by the Footpaths Sub-Committee – Cllr Phillips informed the Council that the sub-committee had reviewed the Church Path Lane and highlighted that overhanging branches in the dip before the Church area a problem.  
**ACTION:** Cllr McCraw to discuss cutting these back with the relevant landowners.  
Cllr Phillips highlighted an email received highlighting concerns about crossing the A137. This will be discussed by the Sub-Committee and reported back at the next meeting.  
Cllr Phillips noted that there is currently no news on the proposed closure of the Level Crossing at the sea wall.

6. Services Sub Committee

- a) To consider/agree any proposals presented by the Services Sub Committee – nothing to report.

7. Legal Sub Committee



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- 1) To consider/agree any proposals received from the Legal Sub Committee – nothing to report
  8. SALC Representative – nothing to report
  9. BLC Representative – Cllr McCraw noted the Parish Council’s thanks for the use of the Crowhurst Suite for this meeting..
  10. SNT Representative – nothing to report

**PC 01.20.10 CORRESPONDENCE TO NOTE/ACTION**

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

- An email from a local resident about allotments in the village – the Clerk confirmed that she had responded to this email.

**PC 01.20.11 MISCELLANEOUS CORRESPONDENCE**

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

**PC 01.20.12 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 he had met with Martin Scambler from SFG to discuss ongoing progress. Cllr McCraw confirmed that MScambler had stated that the bins on the Open Space would be emptied by the contractors onsite for the time being.
- B) To agree any other next steps as necessary – none.

**PC 01.20.13 DATE OF NEXT MEETING**

Wednesday 05 February 2020, 7.30pm at Brantham Village Hall

The meeting closed to the public at 8.20pm

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



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**ACTIONS**

<b>MINUTE NO.</b>	<b>ACTION</b>	<b>Ongoing/ Dismissed</b>
PC 07.19.07	Ask bus users to highlight issues to the Council Get quotes for repairs to GPL bus shelter	Clerk
Public Session	Review the state of the A137 and discuss repairs necessary with SCC	Cllr Wood
PC 12.19.07	Formulate a job description and advertise the vacancy in the Bugle, via SALC and BDC.	Clerk
PC 12.19.09	Provide an update on the skate ramp to the next edition of the Bugle	Clerk
PC 01.20.08	Arrange contribution to Neighbourhood Watch scheme	Clerk
PC 01.20.08	Review and update Contributions Policy	Finance Committee
PC 01.20.08	Discuss cutting back overhanging branches on Church Lane with relevant landowners	Cllr McCraw



**APPENDIX A**

**PC 01.20.07 FINANCE REPORT**

<b>ACCOUNTS AGREED FOR PAYMENT</b>	<b>Chq/Debit Card/SO</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	<b>Powers Used</b>
Parish Clerk – Salary	BACS	£1002.41		£1002.41	LGA 1972, s.112
Parish Clerk – Office	003313	£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	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
Paul Brackley (Sept – Oct 2019 Grounds Maintenance – includes payment of Pine Cottage rent of £40.00)	00314	£1280.00		£1280.00	Open Spaces Act 1906, ss. 9 and 10
Brantham Over 60s (Contribution from the Parish Council)	003315	£150.00		£150.00	General Power of Competence
Glasdon Ltd (dog litter bins for Pattles Fen)	003316	£173.04	£34.61	£207.65	Open Spaces Act 1906
1 <sup>st</sup> Brantham Cub Scout Pack (Donation for daffodil bulbs)	003317	£24.68		£24.68	General Power of Competence
Babergh District Council (Playground Inspection Report)	003318			£120.43	Local Government (Miscellaneous Provisions) Act 1976, s.19

<b>ACCOUNTS PAID SINCE THE LAST MEETING</b>	<b>Chq/Debit Card/SO</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	<b>Powers Used</b>
O2 (Clerk's mobile phone)	Direct Debit	£21.10		£21.10	LGA 1972
Amazon (Toner for printer)	Debit Card	£29.16	£5.83	£34.99	LGA 1972
East of England Co-op (Drinks and nibbles for festive event)	Debit Card	£65.19	£8.24	£73.43	General Power of Competence
Next (Clerk's pension August – November 2019)	Debit Card	£157.28		£157.28	LGA 1972

<b>RECEIPTS RECEIVED SINCE THE LAST MEETING</b>	<b>TOTAL</b>
Bank Interest	£5.06



## APPENDIX B

### Parish Report January 2020

**Councillor**

David Wood

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Tattingstone, Ipswich  
IP9 2NN

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**Please note:** I will be away visiting my daughter in New Zealand from 27 December – 11 February but will still be contactable by email and in an emergency by my mobile (07889389443).

### 2020-21 Budget Proposals

Due to the General Election, the announcement of the 2020-21 budget proposals was delayed until end of December. These proposals will be scrutinised on Tuesday 7 January, before being discussed by the Cabinet on 24 January and by the full Council on 13 February.

#### Overview

- Forecast Budget Requirement = £545.4m
- Expected Funding = £550.8m
- The remaining funding will be divided into contributions to reserves (£1.8m), investment into Highways (£0.5m) and the "Suffolk 2020 Fund" (£3m)

#### Council Tax

Council Tax is due to increase by 4% in 2020-21. 2% of this will be for general council tax, whilst another 2% will be the final increase for the Social Care Precept.

#### Suffolk 2020 Fund

£3m of the Council's funding will be available through the "Suffolk 2020 Fund". The purpose of this fund is to enable investment in projects focused on carbon reduction/offset, road safety, natural environment, built environment, innovation and use of technology.

The budget proposals suggest that all projects will need to have a Cabinet "sponsor" and be capable of delivery within 12 months. They must have a clear return on investment (economic, social and/or environmental) and involve non-recurring expenditure.

More details on how this funding will be allocated, and who can bid for funding, is not yet known.



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### Citizens Advice

In last year's budget, Suffolk County Council announced that it would be removing the £368,000 grant for Citizens Advice. This cut was expected to be phased in, with half of the grant cut in 2019-20 and the rest cut in the 2020-21 budget.

However, the budget proposals for 2020-21 include £120,000 funding for Citizens Advice. This grant will remain in place for three years only and will be subject to annual review of the service in terms of efficiency, income generation and impact.

After three years of additional funding, the council expects Citizens Advice to become financially independent.

### Savings

There are no major cuts to services proposed in the 2020-21 budget. However, the budget does rely on the council achieving £7.2m of savings from its transformation programmes, and a further £12.3m from "mitigations and savings".

## **Future bus projects**

Suffolk County Council is planning to launch a pilot project in early 2020, using school buses to provide bus services for rural communities during off-peak hours. The scheme will run as a pre-book service via a series of villages from Stowmarket to Cockfield, before connecting with Sudbury services. The reverse journey will happen in the afternoon. If the pilot is successful, this system may be implemented in other parts of the county.

At a Scrutiny meeting in December, the deputy cabinet member for transport announced that the council was planning to bid for around £20 million from the Department for Transport for an electric bus pilot scheme. If the bid is successful, the council has said that it plans to launch the pilot scheme within 12-18 months in the Bury St Edmunds area.

## **First new SEND units announced**

In January 2019, Suffolk County Council agreed to provide an additional £45.1m to fund additional school and specialist units for children with SEND. The first 10 specialist units, providing 168 spaces, are due to open in September 2020. The new units will be based at:

- Pipers Vale Primary Academy, Ipswich (Key Stage 1)
- Burton End Primary Academy (KS1)
- Murrayfield Primary Academy, Ipswich (communication and interaction needs - KS2)
- Houldsworth Valley Primary Academy (communication and interaction needs - KS2)
- Causton Junior School (communication and interaction needs - KS2)
- Copleston High School, Ipswich (communication and interaction needs - KS3/4)
- Ixworth School (communication and interaction needs - KS3/4)
- Newmarket Academy (community and interaction needs - KS3/4)
- Clements Primary Academy, Haverhill (cognition and learning needs - KS2)
- Castle Manor Academy, Haverhill (cognition and learning needs - KS3/4)