



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 05 June 2019, 7.30pm held at Brantham Village Hall

PRESENT: Cllrs M Aherne, A Bissett, C Elliott, J Heywood, E Osben, , C Phillips, G Rasch, P Revell, P Seward

CHAIRPERSON: Cllr A McCraw

IN ATTENDANCE: County Councillor D Wood, S Keys (Clerk), 6 members of the public.

PC 06.19.01 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 06.19.02 APOLOGIES

Cllr V Abrahams

PC 06.19.03 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 06.19.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 07 May 2019. The Council aif that these were a true and accurate record of the meeting.

PC 06.19.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

| MINUTE NO. | ACTION | Ongoing/ Dismissed |
|----------------|--|-----------------------|
| Public Session | Request a donation from Abellio towards the cost of moving the War Memorial on the Factory Site <i>Request sent, no response received to date</i> | Ongoing |
| PC 05.19.12 | Arrange payment to Brantham Cricket Club <i>Completed, payment to be made once bank signatories updated</i> | Dismissed |

PC 06.19.06 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 OFSTED Inspection of Children’s Services rated as “Outstanding”



- Discussion about Brantham resident's concerns about School Transport changes. Cllr Wood agreed to raise the issues on behalf of BPC

Cllr McCraw updated the Council on the following issue:

- New administration at Babergh District Council following the recent election
- Cllr McCraw confirmed that he would remain the Chair of the Overview and Scrutiny Committee

The following questions/comments were received from the public:

- A member of the public highlighted that concerns had been raised with SCC about the trees along Brooklands Road which are now creating a significant issue for pedestrians and drivers. These need to be pollarded urgently. The resident confirmed that SCC had agreed to do this but because the trees are now higher than the telephone wires this work has now been passed to BT. **ACTION:** Following discussion it was agreed that the Clerk should chase with SCC (and potentially BDC) on this issue.
- Cllr Phillips highlighted that the grass at the Lower Playing Field has not been cut in some time and is now getting very long. **ACTION:** Clerk to remind BLC that this grass needs cutting.
- Cllr Elliott highlighted the proposed closure of Manningtree Library and suggested that BPC should write to Manningtree Town Council and offer its support for keeping the library open. **ACTION:** Clerk to draft letter and send.
- The Council presented Liz Dunnett with a small gift and thanked her for her many years of hard work and service to the community of Brantham.

PC 06.19.07 FINANCE REPORT

- a) To note the balance of accounts - The Clerk reported the following balances as at 31 May 2019:
 - Current Account - £5000.00
 - Deposit Account - £120,129.86
 - Salaries Account - £340.92
- 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.
- c) The Council received the Annual Internal Audit Report for the year ending 31 March 2019 as produced by SALC and circulated by the Clerk prior to the meeting. Cllr Revell proposed that the Internal Audit report should be approved; this was seconded by Cllr Phillips and aif.
- d) The Council noted the Budget to Actual statement and the Statement of Variances for the year ended 31 March 2018. Cllr Bissett proposed that these were approved by the Council; this was seconded by Cllr Osben and aif.
- e) The Council considered the completed statement of Assurance as per the Annual Governance and Accountability Return (AGAR) and the Accounting Statements for the year ended 31 March 2019 transposed onto the AGAR. Cllr Bissett proposed that these should be approved by the Council; this was seconded by Cllr Osben and aif. The Chair and Clerk proceeded to sign sections 1 and 2 of the AGAR as per the regulations. These documents will be submitted to the External Auditors by the Clerk in time for the deadline of 11 July 2019.

PC 06.19.08 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee



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- a) To update on any actions since the last meeting – The Committee met on ?? May 2019 and Cllr Aherne reviewed the meeting. The main recommendation of the meeting was that a Saturday morning training session from SALC should be organised at a cost of £245.00. The Clerk is currently working with SALC to arrange this.
- b) To review and agree proposals for contributions – none received
- c) To consider/agree any other proposals presented by the Finance Committee – none.
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 – nothing to report
3. Planning Committee
 - a) To note recommendations made by the Committee – Cllr Saward confirmed that the Planning Committee had met on 26 May 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 –The forthcoming film at the Hall is Bohemian Rhapsody. Quotes for work to the upper kitchen and general toilets is currently awaited.
5. Footpaths Sub Committee
 - a) To consider/agree any proposals presented by the Footpaths Sub-Committee – Cllr Phillips highlighted that a footpath across a field at the top of Sandy Lane has not been re-instated by the farmer. This will be monitored and followed up if necessary
6. Legal Sub Committee
 - a) To consider/agree any proposals received from the Legal Sub Committee – nothing to report
7. BLC Representative - nothing to report.
8. SALC Representative – nothing to report
9. SNT Representative – nothing to report as a representative had not been available for the meeting.

The Chair suggested that in light of the next Community Infrastructure Levy bidding round coming up it would be useful to have a working group to take forward compiling bids for funding. Following discussion Cllr McCraw proposed membership to include Cllrs Heywood (Chair), Osben, Elliott and Revell. This was seconded by Cllr Bissett and aif.

PC 06.19.09 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 Taylor Wimpey requesting suggestions from the Parish Council for road names on the proposed Greenfield Development. **ACTION:** Following discussion it was agreed this should be circulated on FB for ideas from the local community and Councillors would send suggestions to the Clerk.
2. An email from the local fun run organiser requesting use of the car park for the fun run in July 2019. Cllr Bissett proposed that this should be approved, this was seconded by Cllr Phillips and aif. **ACTION:** Clerk to inform the organiser about the Council decision.



3. An email from BLC asking whether the LPF can be used for parking during the Family Fun Day due to be held on 15 June 2019. Cllr Bissett proposed that this should be approved, this was seconded by Cllr Revell and aif.
4. An email from SCC highlighting a new "Welcome to Brantham " sign to be erected in Brantham.

PC 06.19.10 MISCELLANEOUS CORRESPONDENCE

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

PC 06.19.11 INDUSTRIAL SITE UPDATE

- a) To receive an update on recent/forthcoming activity on Industrial Site – the Chair informed the Council that Kevin Sturgeon had informed the Clerk that the current road works had progressed quicker than expected and so would be paused from 07 June – 26 June until the notice period for Essex County Council work was in place.
Cllr Phillips highlighted concerns about sightlines along the road diversion in place off Factory Lane. Cllr Phillips agreed to review the road and highlight proposed solutions to the Clerk for communication to Kevin Sturgeon.
- b) To agree any next steps as necessary – none

PC 06.19.12 DATE OF NEXT MEETING

Tuesday 03 July 2019, 7.30pm at Brantham Village Hall

The meeting closed to the public at 8.45pm

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



ACTIONS

| MINUTE NO. | ACTION | Who |
|-------------------|---|-------------|
| Public Session | Discuss the issue of pollarding the trees along Brooklands Road with SCC and BDC | Clerk |
| Public Session | Remind BLC that the grass at the Lower Playing Field is in need of cutting | Clerk |
| Public Session | Draft letter for Manningtree Town Council offering support from Brantham Parish Council for keeping Manningtree Library open. | Clerk |
| PC 06.19.09 | Circulate request for road names on Facebook | Clerk |
| PC 06.19.09 | Send road names suggestions to Clerk | Councillors |
| PC 06.19.09 | Inform fun run organiser that LPF can be used for parking | Clerk |
| PC 06.19.09 | Inform BLC that LPF can be used for parking during Family Fun Day | Clerk |



APPENDIX A

PC 06.19.07 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 | 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 |
| Brantham Cricket Club (Contribution as per PC | | £120.00 | | £120.00 | General Power of Competence |
| SALC (Internal Audit 2018-19) | | £267.00 | £53.40 | £320.40 | LGA 1972 |
| Paul Brackley (Grounds Maintenance) | | £995.00 | | £995.00 | Open Spaces Act 1906 |

| ACCOUNTS PAID SINCE THE LAST MEETING | Chq/Debit Card/SO | NET | VAT | TOTAL | Powers Used |
|---|--------------------------|------------|------------|--------------|-----------------------------------|
| O2 (Clerk's mobile phone) | DD | £ | £ | £ | LGA 1972 |
| Amazon (New litter picker) | DC | £11.98 | £2.40 | £14.38 | Open Spaces Act 1906, ss.9 and 10 |
| Amazon (Printer cartridges) | DC | £25.71 | £5.99 | £30.85 | LGA 1972 |
| QD Stores (Stationery) | DC | £12.89 | | £12.89 | LGA 1972 |
| Morrisons (Stationery) | DC | £9.00 | | £9.00 | LGA 1972 |

| RECEIPTS RECEIVED SINCE THE LAST MEETING | TOTAL |
|---|--------------|
| Bank Interest | £5.07 |



APPENDIX B

Parish Report June 2019

Councillor
David Wood

Triangle
Ipswich Road
Tattingstone, Ipswich
IP9 2NN



New leadership team for LDGI Group

My political group at Suffolk County Council, made up of Liberal Democrat, Green and Independent (LDGI) councillors, has elected a new leadership team for 2019/20. The group will be led by Cllr Penny Otton (Liberal Democrat), with Cllr Elfrede Brambley-Crawshaw (Green) as deputy leader.

Ofsted rates Suffolk County Council Children’s Services “outstanding”

After a week-long inspection in April, Ofsted have given Suffolk County Council Children’s Services an “outstanding” rating, an improvement from the previous rating of “good” in 2015. Suffolk County Council is one of only seven in the country to achieve this rating, and the positive report is testament to the hard-working frontline staff at the council.

However, the council does still struggle to fill social worker vacancies, particularly given it does not pay social workers as much as some neighbouring councils. Staff at the council are hopeful that this Ofsted report will help in attracting social workers to Suffolk.

Furthermore, this is in stark contrast to the inspection of Suffolk SEND services earlier this year, which Ofsted rated “inadequate”. Although a SEND oversight board has been set up, this is only meeting four times per year and we do not have a representative on the board.

Rise in the numbers of care-leavers housed in unregulated accommodation

BBC Newsnight has reported a large rise in the number of care-leavers being housed in unregulated accommodation. Whilst this is a national issue, the figures for Suffolk were the fourth largest of all English authorities. Furthermore, in Suffolk the numbers of children living in unregulated accommodation has risen from 24 in 2009 to 113 in 2018.

Children in care may move to supported accommodation once they are over the age of 16, to encourage independent living. There are support workers living on site or paying regular visits,



but the accommodation is not subject to the same checks and inspections as regular children's homes.

Poverty motion voted down by Council

At the Council AGM on 23 May, my group proposed a motion asking the Council to acknowledge the findings of the UN Special Rapporteur on Extreme Poverty following his visit to the UK in November last year, and to set-up a cross-party policy develop group tasked with investigating actions that Suffolk County Council could take to reduce poverty in the county. Unfortunately, the Conservative administration decided to vote against the motion.

The UN report found that 14 million people in the UK are living in poverty. Suffolk has not escaped the national crisis: earlier this month, End Child Poverty published its 2019 statistics which revealed that over 50,000 children (28.5%) in Suffolk are being brought up in poverty.

New "task and finish" groups to scrutinise education

Suffolk County Council has pledged to set up "task and finish" groups to scrutinise education issues, such as home-to-school transport and SEND placements. The council previously had a dedicated Education Scrutiny Committee, but this was dissolved in 2017.

My group has requested that any meetings should be open to both the public and the press, to ensure the scrutiny process is transparent.

New system for funding sponsored bus services

A new system has been agreed for allocating funding to sponsored bus services, following a cross-party policy development panel (PDP).

In the past, decisions on allocating funding were made on subsidy per passenger figures and on the recommendations of officers within the Passenger Transport Unit, with no formal scoring. The new system devised by the PDP sets out a defined methodology for allocating resources, to ensure this process is consistent and transparent.

Factors that will be taken into account include:

1. Average single passenger journeys per day of operation
2. Percentage of English National Concessionary Travel Scheme journeys for both age related and disabled passengers
3. Number of entitled students on bus route (additional weighting of 1.5)
4. Type of service, days operated and consideration of alternative services
5. Integration with bus services that operate on a commercial basis
6. Average cost per passenger journey

Restrictions on recycling

The amount of goods that can be recycled in Suffolk has reduced, with TetraPak cartons and metal items such as pots and pans no longer being accepted in recycling bins. This decision was



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made by the Suffolk Waste Partnership following a refurbishment of the Material Recycling Facility near Great Blakenham, because the new sorting equipment that is being installed will not be able to separate out cartons.

Cartons and metal items will now need to be taken to household recycling centres. In addition, new restrictions on composting mean that households can no longer put kitchen waste into brown bins.