



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 02 March 2022, 7.30pm held at Brantham Village Hall

PRESENT: Cllrs M Aherne, M Bridgeman, C Couchman, S McConnell, E Osben, J Heywood

CHAIRPERSON: Cllr A McCraw

IN ATTENDANCE: S Keys (Clerk), 3 members of the public and Cllr Simon Harley

PC 03.22.01 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 03.22.02 APOLOGIES

Cllrs L Cherry and P Seward. The Chair noted receipt of a resignation from the Council from Cllr S Markham. The Chair formally noted thanks to Cllr Markham for his contribution to the Council.

PC 03.22.03 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

The Chair paused the meeting and provided Cllr Aherne with an opportunity to formally apologise to the Clerk as per the requirements of the outcome of the Code of Conduct complaint against him. Cllr Aherne informed the Council that he would not make an apology and would not be attending the training required.

At 7.37pm Cllr McCraw proposed that the meeting was adjourned the meeting for five minutes.

Cllr McCraw once again asked Cllr Aherne to make his formal apology. Cllr Aherne confirmed that he would not do so. Cllr McCraw stated that he had been notified by all other members of the Council present that unless the apology was made they would leave the meeting therefore leaving the Council inquorate. Cllr McCraw pointed out that Cllr Aherne's presence was disruptive to the meeting and asked him to leave the meeting.

At 7.48pm Cllr Aherne left the meeting.

PC 03.22.04 PARISH COUNCIL MEETING MINUTES



- a) To consider and approve the minutes of the previous Parish Council meeting on 09 February 2022. Cllr Bridgeman proposed that the minutes were approved, this was seconded by Cllr Heywood and aif (Cllr McConnell abstained from the vote).

PC 03.22.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

MINUTE NO.	ACTION	Dismissed/ Ongoing
PC 02.22.06	Ask BDC if a dog litter bin can be installed at the entrance to the footpath opposite Birch Drive <i>The Clerk confirmed that BDC had agreed that this would be a suitable location. Cllr Osben proposed that a bin should be purchased and sited in this location, this was seconded by Cllr Heywood and aif. ACTION – Clerk to purchase bin and arrange installation</i>	Ongoing
PC 02.22.10	Send details of LANTRA training to Cllr Harley <i>Completed</i>	Dismissed
PC 02.22.13	Get quotes for jubilee mementos for primary school children <i>Completed. On agenda for discussion</i>	Dismissed
PC 02.22.14	Discuss Merriam Close footpath with site manager <i>Cllr McCraw had met with the site manager and discussed issues related to the site including litter and the footpath. Cllr McCraw had been informed that the footpath would take longer than anticipated due to unforeseen issues</i>	Dismissed

PC 03.22.06 PUBLIC SESSION

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

- SCC approved the Biodiversity report
- SCC Council tax will increase by 2.99% for the coming year – no increases made to social care budget
- Bus Back Better Scheme – the national funding for buses across the country has been reduced

A written report had been submitted from Cllr McCraw (available as Appendix C). Cllr McCraw gave a verbal update on the following issues:

- A multi-agency response had been made to the recent storms
- BDC has been awarded £324k to provide services and support for rough sleepers and those at risk from homelessness
- BDC has sent congratulations to the Queen for her Platinum Jubilee

The following questions were received from the public:

- A local resident queried whether the Parish Council would be taking action or raising funds to support the people of Ukraine. Cllr Harley stated that he had queried whether SCC had a policy on this and is currently awaiting a response. Cllr McCraw stated that it was not within the power of the Parish Council to raise funds for this issue.
- Darren Smith from BMCIC noted his thanks to Cllr Markham for the work he had done with BMCIC whilst a Parish Councillor.



PC 03.22.07 FINANCE REPORT

- a) To note and approve the balance of accounts as at 28 February 2022 - The Clerk reported the following balances:
- Current account: £5000.00
 - Deposit Account: £116,732.81
 - Salaries Account: £132.55
- Cllr Heywood proposed that the balance of accounts be approved by the Council, this was seconded by Cllr Couchman 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 Osben proposed that Appendix A was approved by the Council, this was seconded by Cllr Couchman and aif.

PC 03.22.08 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting – Cllr Osben informed the Council that at the recent Finance Committee meeting the Committee had:
- Approved the February 2022 payslips
 - Considered and approved the Contribution request from the VHM for £300 towards the cost of planting at the front of the hall. Cllr McCraw suggested that this be taken from the Horticultural fund.
 - Considered and approved the use of Scribe accounting software from 01 April 2022
 - Considered and approved the VH Insurance renewal documents received from Community Action Suffolk
 - Considered and approved the purchase of a noticeboard to replace the one currently at Acacia Court subject to the Clerk checking that the board would fit the space available.

Cllr Osben noted the outstanding action for Cllr McCraw to arrange for a BDC representative to visit BPC to discuss Neighbourhood Planning.

Cllr Osben noted that he had undertaken a Bank Reconciliation with the Clerk and no issues had been identified.

- b) To consider/agree proposals for contributions from the Finance Committee – None
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 – Councillor Heywood informed the Council that the Sub-Committee had met with the Wicksteed Sales and Contracts Managers on site. They had confirmed that the work will start at the end of March. Initially work will remove the old play equipment, take up the old safety matting and lay new turf. The area will be fenced off and left to allow the grass to grow before laying the safety matting on top. When the turn has taken they will come back and install the new equipment. The Parish Council will be responsible for watering the turf. **ACTION** – Clerk to find out if the Scout and Guide Groups would do this since they have running water nearby.
They had also been asked if there was anywhere in the vicinity that the workers could use the toilets. DSmith of BLC confirmed that the Leisure Centre could be used for this purpose. **ACTION** – Clerk to inform LMadley and THall when necessary
- b) To consider/approve any other actions or expenditure needed – Cllr Heywood informed the Committee that a quote for two goal posts for the small football field at the far end of the LPF has been requested. Two further quotes from other companies will also be sought.

3. Planning Committee

- a) To note recommendations made by the Committee – Cllr Bridgeman informed the Council that there had been no planning applications received since the last meeting and therefore there had been no BPC Planning



Committee meeting. Cllrs Bridgeman and Osben attended the BDC Planning Committee meeting at which Cllr Bridgeman presented a response to the proposals for the Land South of Slough Road to BDC. The Planning application was approved with some amendments including the inclusion of EV charging points at each property.

Cllr Bridgeman noted that to date no images of the proposed cladding at the Brantham Leisure Centre had been received. DSmith from BMCIC gave an overview of the proposals for the Council. Cllr Bridgeman confirmed the request would be formally considered when BMCIC had confirmed in writing that planning permission was not necessary for this cladding.

b) To note the planning decisions received – none.

4. Village Hall Management Committee

a) To update on actions since the last meeting – Cllr Heywood informed the Council that the VHMC had met on 16 Feb 2022 and the meeting had welcomed Cllr Osben who has taken over from Cllr McCraw as one of the Committee's trustees.

Repairs were made to the boiler when and a service will be done in the near future.

A quiz night will be held on 14 May 2022, 7.30pm, tickets at £10 per person.

Asbestos has now been removed from the boiler room.

An additional Covid-related grant has been received from BDC for just over £2k

Professional help for a feasibility/viability study has been requested from local businesses via CAS and a local firm will be working with the VHMC to take this forward.

b) To consider/agree any actions/expenditure necessary – none.

5. Footpaths & Services Sub Committee

a) To consider/agree any proposals presented by the Footpaths Sub Committee – Cllr Osben informed the Council that an impromptu litter pick had taken place around Decoy Pond after Storm Eunice to clear away the litter that had blown across from the TW building site.

Cllr Osben highlighted that there is still a large amount of litter around the Factory Site between Decoy Pond and the railway line and he stated that he would like to arrange a litter pick in that area. **ACTION** – Clerk to contact SFG and ask if access to the site would be possible for this purpose.

b) To consider/agree any proposals presented by the Footpaths and Services Sub Committee – none.

6. Legal Sub Committee

a) To receive an update from Cllr Bridgeman on the review of the current lease held with BMCIC – Cllr Bridgeman informed the Council the Legal Sub-Committee had met to discuss the way forward however following that meeting details had been received from BMCIC for their proposals to changes for the current lease.

b) To agree next steps re: review of the BMCIC – The Legal Sub-Committee will meet to consider the proposed changes and feedback at the next meeting.

c) To consider/agree any proposals received from the Legal Sub Committee – Cllr McCraw proposed that following the resignation of Cllr Revell Cllr McConnell to join the Legal Sub-Committee. This was aif by the Council. Cllr Osben asked DSmith to give an overview on proposals for the joint BLC/Scout and Guide Group building and facilities on the Factory Lane site. DSmith informed the Council that this will be a sporting facility and that ownership of the site is currently being sought from SFG along with a licence to occupy the site.

7. SALC Representative – nothing to report.

8. BLC Representative – nothing to report

9. SNT Representative – nothing to report

10. CEP Representative – Cllr Couchman informed the Council she is currently working on finalising the draft document and will be approaching the Good Neighbour Scheme for a representative to include in the plan.



PC 03.22.09 CORRESPONDENCE TO NOTE/ACTION

The Clerk reviewed the correspondence that had been received in February 2022 (copies had been circulated to Councillors prior to the meeting). Councillors noted the following:

- An email from Brantham Catholic Church ref. a broken lamp attached to the Church building. The Clerk confirmed that she had reported this via the SCC online reporting tool.
- Email confirmation about the BDC Planning Committee meeting that took place on 16 February 2022
- An email from EoE Co-op querying the whether the bins at Acacia Court could be emptied more regularly. The Clerk confirmed that she had responded that this was a BDC matter and that bins were emptied on a fortnightly basis.

PC 03.22.10 MISCELLANEOUS CORRESPONDENCE

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

PC 03.22.11 QUEEN’S JUBILEE CELEBRATIONS

a) To consider any ideas for local jubilee celebrations – the Clerk confirmed that she and Cllr Osben had met with Lou Madley at the Brantham Leisure Centre to discuss their plans for a Jubilee event that included all-day live music, food, bouncy castles etc. This event would be open to all village residents via invitation. Cllr Osben confirmed that he would like this to be a joint BLC/BPC event and that the Parish Council should fund the event as such. Following discussion Cllr McCraw proposed that the Parish Council should support this event with up to £4k. This was seconded by Cllr Osben and aif. **ACTION** – the Clerk to inform Lou Madley of this funding and to arrange payments when necessary.

The Council considered options to give a small gift to each child at Brooklands Primary School. Options included a mug, coins and cuddly toys. Cllr Bridgeman stated that he felt a coin would be a more suitable gift.

b) To consider/agree next steps as necessary – Following discussion Cllr Osben proposed that each child was given a mug, this was seconded by Cllr Couchman. 5 Cllrs voted in favour of the proposal, 1 Cllr abstained from the vote. The motion was therefore carried. **ACTION** – Clerk to arrange purchase and distribution of the mugs.

PC 03.22.12 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 03.22.13 DATE OF NEXT MEETING

Wednesday 06 April 2022, 7.30pm at Brantham Village Hall

The meeting closed to the public at 9.35pm.

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



ACTIONS

MINUTE NO.	ACTION	WHO
PC 02.22.06	Purchase dog litter bin for opposite Birch Drive and arrange installation	Clerk
PC 03.22.08	Ask SFG if it would be possible to access the Factory Site to undertake a litter pick in this area	Clerk
PC 03.22.11	Inform Lou Madley of this funding and to arrange payments when necessary.	Clerk
PC 03.22.11	Arrange purchase and distribution of the mugs	Clerk



APPENDIX A

PC 03.22.07 FINANCE REPORT

ACCOUNTS TO BE AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Business Services at CAS Ltd (VH Insurance 2022-23)	003406	£2627.84		£2627.84	Local Government Act 1972, s.133
Brantham Village Hall (Donation for planting costs as per FC 02.22.05)	003407	£300.00		£300.00	General Power of Competence, Localism Act 2011, ss.1-8
D. Childs (Grounds Maintenance Feb 2022)	003408	£45.00		£45.00	Public Health Act 1875, s.164
ACCOUNTS PAID SINCE THE LAST MEETING	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Parish Clerk – Salary	BACS	£1203.50		£1203.50	LGA 1972, s.112
Parish Clerk – Office	BACS	£20.00		£20.00	LGA 1972, s. 112
Parish Clerk – contribution to mobile phone	SO	£25.00		£25.00	LGA 1972, s.112
Phil Wainwright – Litter Picker	BACS	£210.76		£210.76	Open Spaces Act 1906, ss.9 and 10
Tina Bird – Litter Picker	BACS	£253.23		£253.23	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, Localism Act 2011, ss.1-8
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
Microsoft 365 Apps for Business	DD	£7.90	£1.58	£9.48	LGA 1972
SLCC (Membership and joining fee)	DC	£230.00		£230.00	LGA 1972
Clerk’s Pension (Month 9 & 10)	DC	£119.14		£119.14	LGA 1972



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RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£1.05



APPENDIX B



Report for March 2022 to the Parish Councils of Peninsula

Recommendations to Enhance Biodiversity

Suffolk County Council will be doing more for the county's natural environment, as it confirms plans to enhance the biodiversity of at least 30% of its land by 2030. Our Group had a major influence in providing recommendations to SCC which are now a part of the Council's ambitions moving forward to enhance biodiversity. Examples include planting more hedgerows, improving highway trees, and developing nature-based flood management solutions. For more information, visit: <https://www.suffolk.gov.uk/council-and-democracy/council-news/show/councils-commitment-to-further-enhancing-suffolks-natural-environment>

Changes to Highway Code

Several new changes to the Highway Code are now in force as of the 29th of January. According to The Department for Transport (DfT) the new regulations are about recognising and protecting the most vulnerable road users and making the highway safer for everyone. Suffolk Roadsafes's Quiz helps illustrate the changes that are necessary to know and includes a link to further information - <https://www.quiz-maker.com/QG20TF8NL>. For more Government information on the changes you need to know, visit: <https://www.gov.uk/government/news/the-highway-code-8-changes-you-need-to-know-from-29-january-2022>

Devolution Deal

The Government published its White Paper on Levelling-Up, within which it has agreed that Suffolk will be one of nine initial 'County Deals' up for negotiation. A new deal will potentially give local leaders more powers to make decisions for their communities for the first time. Our Group welcomes the idea of bringing more power to the communities of Suffolk. However, we are concerned about a potential Mayoral position created in Suffolk and the effect this may have on marginalising districts in Suffolk.

Full Council Budget Meeting

County Councillors met on the 17th of February to debate and vote on the Council's budget for 2022-23. Suffolk GLI Group highlighted the need to invest more in adult social care, as well as an innovative project to reduce the energy bills of those most vulnerable, considering the current energy and cost of living crisis. Both ideas were rejected by the Conservatives, but our Group will continue to champion more investment into our social care and green technology. For more information on Suffolk GLI's Budget amendment, visit: [https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=\(17-02-2022\),%20County%20Council](https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=(17-02-2022),%20County%20Council)

Warmer Homes Suffolk



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Suffolk residents who are struggling to keep their homes warm can contact a new project, named 'Warm Homes Suffolk', which offers funding and free advice. The project can offer expert advice on reducing energy bills, energy usage and identify benefits that residents may be entitled to, to help keep their homes warm. Visit: www.warmhomessuffolk.org.

Follow us on:

Twitter - [Suffolk Green, Lib Dem & Independent Group \(@SuffolkGLI\) / Twitter](#)

Instagram (New!) - https://www.instagram.com/suffolkgli_group/

Website - [Suffolk Green, Liberal Democrat and Independent Group – The GLI Group at Suffolk County Council \(suffolkgli.wordpress.com\)](#)

Report to Peninsula Division from Simon Harley (SCC Councillor)



APPENDIX C

REPORT TO PARISH, BRANTHAM WARD

Babergh District Councillor Alastair McCraw - MARCH 2021

FIRST AFFORDABLE HOUSING HERE FOR 10 YEARS.

I'm very pleased to be able to report that the new social housing on the corner of Ipswich Road and Gravel Pit Lane has been completed. Cllr Jan Osborne, Cabinet member for Housing and I, as ward member, were present to receive the keys from DCH Construction in mid January. In essence, this project has received my support from the start. Two underoccupied and out of date council houses and their huge gardens are replaced by nine modern homes. There are three two-bedroom houses and six one-bedroom flats, with three properties secured for residents with a Brantham connection, the most possible.

The quality of construction seems high and I was impressed with some of the interior work I saw, harking back to my days in building supplies and fittings. Some residents have already moved in. I'd like to take the opportunity of welcoming these new villagers and wish them a happy future in their new homes. After all, we are going to be near neighbours.

Overall, in 2021 Babergh have continued to build new social and affordable homes in the district. There was a 20-25 year gap of these until the last few years, despite the massive need that existed and built up. Key provision of these has also taken place in Hadleigh, Shotley, Sproughton, Cockfield and Great Waldingfield. There is more to come in Babergh's short and long term plans. The Council have been reviewing our entire housing operation. With our services being based in-house, we will be project-managing future schemes with our own staff to ensure we retain control of the entire process.

Also in Gravel Pit Lane, and elsewhere across the district, we're using a £1.9M government grant to improve energy efficiency in 80 of our worst affected homes across both districts. Here, this is in the form of new external insulation, but can include heat pumps and solar panels in other properties.

BUDGET & COUNCIL TAX 2022-23

This years Budget proposals to go to the Council in February are based on a 2% increase in the Babergh component of your Council Tax. That equals £3.48 per year for the average Band D property. That's lower than some recent years where it was £5, the maximum. Since it only forms about 10% of all the Council Tax, it makes a small impact. The Parish precept increase is also 2%, an increase of just over £1 a year. Indications from Suffolk, who receive three quarters of the Council Tax that Babergh are responsible for collecting, are that a 3% increase is likely. With the Police precept increase at £10 per year (Band D) or 4.2%, the end effect will probably be roughly 3%.

From my years on Scrutiny, Audit and now Cabinet I can state that our finances seem very sound, unlike some of the horror stories you may read about elsewhere. This is a cautious and careful council in these areas. This year we project a small surplus, but face potential rising deficits in the next three. Uncertainty in future funding from Westminster is the



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biggest issue, but we're always taking steps to maintain (even improve) services, while we look to be make better use of the resources we do have. That matters because really badly run councils can find Westminster appointing their own people to take over some areas. Would you really want that local control being lost completely?

CONTACT POINTS.

Gov.uk. / Babergh.gov.uk. / 0300 123 4000 / Suffolk.gov.uk/ tendringdc.gov.uk

If you need to tell me anything important, please just phone or email me. I can guarantee a response there. I'd also like to know if there's anything you'd like me to cover here or ask directly. The electrified and illuminated Claud Butler and I will be seen in the usual places and around the village. I'll always be happy to speak to you.

Alastair McCraw. 07812 564188 or 07548 154296 alastair.mccraw@babergh.gov.uk

Facebook: Alastair McCraw, Independent Councillor