



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 04 November 2020, 7.30pm held via ZOOM

PRESENT: Cllrs, M Bridgeman, J Heywood, E Osben, J Heywood, C Philips, G Rasch

CHAIRPERSON: Cllr A McCraw

IN ATTENDANCE: S Keys (Clerk), 4 members of the public, Cllr Wood

PC 11.20.01 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 11.20.02 APOLOGIES

Cllrs V Abrahams, M Aherne, C Elliott, P Revell and P Saward

PC 11.20.03 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 11.20.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 07 October 2020. Cllr McCraw highlighted a number of amendments for the District Council report. These amendments were made following which Cllr Bridgeman proposed that the minutes were approved as a true and accurate record of the meeting, this was seconded by Cllr Phillips 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 11.20.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 07.19.07	Get quotes for repairs to GPL bus shelter <i>The Clerk confirmed that one quote of almost £2000 has been received</i>	Ongoing
PC 09.20.08 (4)	Discuss addition of VH to work of grounds maintenance contractor <i>It has not been possible to arrange a discussion with the contractor.</i>	Ongoing
PC 09.20.08 (7)	Sign the lease documents for the sale of the BLC solar panels	Ongoing



	<i>Documents not received from BLC and therefore not signed</i>	
PC 10.20.08	Consider options for meeting locations going forward <i>Due to Lockdown 2 this item was put on hold</i>	Dismissed

PC 11.20.06 PUBLIC SESSION

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

- A virtual AGM was held in which a new Chairman was elected
- A motion has come before Council for 20mph lanes
- Boundary Commission consultation will end at the end of November 2020
- Elections will take place in May
- The BPC request for a 20mph limit on Church Lane will be submitted this month

Cllr McCraw gave a report on the following issues:

- Lockdown 2 – Preparations are underway. The support that was previously available will be made available again; the phone line, grant money and support for those on low incomes or otherwise unable to work
- Joint Local Plan – this will replace the core strategy.
- Biodiversity – will be a part of Cabinet meeting shortly
- Housing Supply – it has been confirmed that there is now a 6-year housing supply in the district. This will be helpful when defending against unwelcome planning applications
- CIL payments – currently being issued

The following queries/issues were highlighted by members of the public:

- Cinder path – one side of the hedge has been cut by BDC – who is responsible for the other side? Due to the width of the hedge social distancing is not possible in this area. Following discussion it was agreed that Cllr McCraw would review the area and work with a member of the public to get this hedge trimmed back

PC 11.20.07 FINANCE REPORT

a) To note and approve the balance of accounts as at 31 October 2020 - The Clerk reported the following balances:

- Current Account - £5000.00
- Deposit Account - £144,036.29
- Salaries Account - £355.61

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

PC 11.20.08 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting – Cllr McCraw confirmed that a bank reconciliation has been completed.



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- b) To consider/agree proposals for contributions from the Finance Committee – Cllr McCraw informed the Council that the following requests for contributions had been approved by the Finance Committee:
- a. Brantham Methodist Church – for updates to the heating in the church building - £500
 - b. Acacia Court Community Group – for improvements to a piece of land at Acacia Court - £250
- c) To consider/agree any other proposals presented by the Finance Committee – Cllr McCraw informed the Council that the Committee had reviewed the Clerk’s Salary and agreed to move the Clerk’s pay scale to LC2, SPC 24 which will mean an hourly rate of £14.90. This will be backdated to 01 April 2020.
The Committee had agreed to defer discussion on the appointment of an Internal Auditor for 202-21.
The Committee had undertaken a review of a first draft of the budget for 2021-22. The Committee had agreed that it would be unlikely that the precept will be increased this year. **ACTION** – Cllr McCraw asked all Councillors to consider any possible projects that may need to be added to the budget for 2021-22 and inform the Clerk.
The Committee agreed that a Parish Council ZOOM account should be paid for so that the Council is no longer using the Clerk’s personal ZOOM account.
2. Recreation Sub-Committee
- a) To update on any general actions since the last meeting – Cllr Heywood circulated a report to the Recreation sub-committee highlighting areas that need to be looked at from the Inspection Reports.
 - b) To receive a report on LPF project – Work will be beginning on 05 November 2020
 - c) To consider/approve any actions or expenditure as required – Cllr Heywood stated that she had asked Action Play and Leisure to provide a quote for repairs to the Zip Wire and additional for some of the surfaces at Gravel Pit Lane Play area. Cllr McCraw proposed that the Standing Order to get 3 quotes should be suspended to enable this work to proceed expediently and that their quote for this work of £1415 plus vat should be approved. Cllr Phillips proposed an amendment that the Standing Order to get three quotes should be suspended and that APL should be asked to complete this work but that a discounted price should be requested. If a discount is possible this should be agreed. This was seconded by Cllr Osben and aif.
Cllr Heywood highlighted that the grass at the GPL play area is currently very long. **ACTION** – Clerk to ask Dan Orman to cut the grass and weeds around the edge of the park.
3. Planning Committee
- a) To note recommendations made by the Committee –Recommendations from the Committee can be found in the minutes of the meeting on the village website at www.brantham.onesuffolk.net.
Cllr McCraw informed the Council that the Church Field application is likely to be delayed. The Council has received notification of an appeal hearing for the Land Off Slough Road. Cllr McCraw stated that he would attend on behalf of the Council. Cllr Phillips queried whether it would be possible for Cllr Saward to attend as the Chair of the Planning



- Committee. Following discussion it was agreed that the Planning Committee would discuss representation at the meeting.
- 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 – Cllr Heywood stated that there have been some concerns raised about the current cleaner at the hall and an alternative is being sought. Cllr Heywood confirmed that during Lockdown 2 the Hall would once again close to all users except the Post Office as this is an essential service.
- 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 Phillips confirmed that following the agreement at the last meeting to set up a Footpaths maintenance group an article advertising this has been sent to the Bugle. Cllr Phillips has been in contact with the Green Access Manager at Suffolk County Council who has agreed to provide support. Cllr Phillips confirmed that there seems to be enthusiasm for this group locally but that progress will be on hold during Lockdown 2. Cllr McCraw informed the Council that following some limb drop during high winds from an Oak tree at the bottom of Birch Drive the local farmer, SCC and Anglian Water have all been involved in making this tree safe. Cllr McCraw stated that the safety of the tree had been reviewed by BDC via photograph who had indicated that it looked relatively sound and did not pose an immediate threat.
6. Services Sub Committee
- a) To consider/agree any proposals presented by the Services Sub Committee – Cllr Osben highlighted concern around the village about dog poo and queried whether the Council might consider employing someone to clear up dog mess from local paths.
ACTION – Clerk to advertise via social media to see if anyone would be willing to do this work.
7. Legal Sub Committee
- a) To consider/agree any proposals received from the Legal Sub Committee – nothing to report
8. SALC Representative – Cllr Saward not present to update
9. BLC Representative – Cllr McCraw highlighted that the annual fireworks event at the Leisure Centre has now been cancelled.
10. SNT Representative – **ACTION** - Date of next meeting to be sent to Cllr Rasch

PC 11.20.09 CORRESPONDENCE TO NOTE/ACTION

The Clerk reviewed the correspondence that had been received in October 2020 (copies had been circulated to Councillors prior to the meeting). Councillors noted the following:

- Email from local farm re: tree on Church Path. Included for information.
- Email from local resident highlighting concerns about GP: Bus Shelter. Included for information.



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- Email from Darrent Smith (BLC) re: food parcels project. Cllr Phillips proposed that the Council should send an email of congratulations to BLC for this initiative. This was seconded by Cllr McCraw and aif. **ACTION** – Clerk to send email

PC 11.20.10 MISCELLANEOUS CORRESPONDENCE

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

PC 11.20.11 INDUSTRIAL SITE DEVELOPMENT UPDATE

- a) To receive an update on recent/forthcoming activity on Industrial and Greenfield site – Cllr McCraw informed the Council that Breheny will be completing their work for Taylor Wimpey. Lengthy discussion has been had about the bridleway installation. Responsibility for this currently lies with SFG and there is no time limit on the discharge of this condition. Negotiations will continue. Cllr McCraw confirmed that he will meet with BDC to ensure that this path is not adopted before it is fit for purpose or to specifications.
- b) To agree any other next steps as necessary – none.

PC 11.20.12 DATE OF NEXT MEETING

Wednesday 02 December 2020, 7.30pm via Zoom or at Brantham Village Hall

The meeting closed at 9:11pm

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



ACTIONS

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 07.19.07	Get quotes for repairs to GPL bus shelter	Clerk
PC 09.20.08 (4)	Discuss addition of VH to work of grounds maintenance contractor	Cllr McCraw
PC 09.20.08 (7)	Sign the lease documents for the sale of the BLC solar panels	Clerk
PC 11.20.08 (1)	Consider possible projects for funding in 2021-22 and send to Clerk for inclusion in the budget	Cllrs
PC 11.20.08 (2)	Ask D Orman to cut grass and weeds at GPL play area	Clerk
PC 11.20.08 (6)	Advertise via social media to see if anyone would be willing to do this work.	Clerk
PC 11.20.08 (10)	Send date of next SNT meeting to Cllr Rasch	Clerk
PC 11.20.09	Send congratulations email to BLC for their food parcels project	Clerk



APPENDIX A

PC 11.20.07 FINANCE REPORT

ACCOUNTS TO BE AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
SALC (6 months payroll service to 30 Sept 2020)	003333	£96.00	£19.20	£115.20	LGA 1972
East Bergholt Community Heartbeat Trust (Replacement defib batteries)	003334	£305.00		£305.00	General Power of Competence
D Orman (Grass strimming at Scout Hut)	003335	£50.00		£50.00	
SALC (Planning Webinar – 14.10.20)	003336	£25.00	£5.00	£30.00	General Power of Competence

ACCOUNTS PAID SINCE THE LAST MEETING	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Parish Clerk – Salary	BACS	£1011.49		£1011.49	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)	Direct Debit	£18.05	£3.61	£21.66	LGA 1972
Cloverwood Stores (Stamps)	Debit Card	£9.12		£9.12	LGA 1972
HMRC Q2 Employers Payslip	Debit Card	£427.45		£427.45	LGA 1972

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£TBC
Babergh District Council (Donation to cost of SID from District Cllr McCraw)	£500.00



BRANTHAM
Parish Council



APPENDIX B

Parish Report November 2020

Councillor

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Proposed motion that would have seen speed limits lowered to 20mph across Suffolk

At Full Council on the 22nd October, the LDGI Group proposed a motion that would implement a default 20mph speed limit for roads in residential areas and communities across Suffolk's towns and villages, with 30mph limits to be retained only in exceptional circumstances. The motion was supported by both the LDGI Group and the Labour Group, and though some Conservative councillors privately expressed support, unfortunately they were whipped to vote against it.

Cllr Lindsay, the group's Spokesperson for Highways, Transport and Rural Issues, commented: "By rejecting this motion, the Conservative administration have lost a massive opportunity to improve the lives of their residents, to make the air cleaner, to get more people walking and cycling, and to reduce deaths and injuries on our roads."

SCC has separately announced a publicity campaign "to encourage walking and cycling" that will consist of posters and radio adverts, along with £235,000 funding for Quiet Lanes Suffolk, which parishes can apply for. My group has called for greater commitment from the administration to support walking, cycling and road safety.

Submitted response to 'Planning for the Future Consultation'

Following the Government's announcement of a consultation on their proposed reforms to the planning system, my group has submitted a response representing the issues of Suffolk's urban and rural areas. The key points of our response were:

- Planning decisions must be kept local, as local communities have unique circumstances that will not be reflected if all decisions are taken at a national level.
- Planning approval should not be automatic or determined by AI decision-making, which could lead to inappropriate development that does not meet the needs of the local community.



- The environment must be safeguarded.
- Quality must not be lost for the sake of speed.
- Affordable housing must be protected.

County Council AGM

This month saw the Annual General Meeting of the County Council, which I attended. The AGM should have taken place in May, but was delayed due to COVID-19. Cllr Graham Newman was elected Chairman of the County Council until the next AGM in May 2021. Cllr Louis Busuttil was elected Vice Chairman.

Cllr Brambley-Crawshaw, Leader of the LDGI Group, gave an executive speech praising the dedication of Suffolk County Council officers and public sector workers who have pulled together to combat the pandemic. She also called for more co-operation between local politicians to combat the issues of the pandemic and climate change.

Boundary review consultation on draft recommendations continues

Following a delay due to Covid-19, the Boundary Commission consultation on their draft recommendations continues. Recommendations include a reduction to 70 councillors. Any boundary changes will not be implemented until the 2025 elections.

The draft recommendations and boundary changes are available to view on the Boundary Commission's website: <https://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-county-council>

The consultation on these recommendations will run from 15 September – 23 November and can be found here: <https://consultation.lgbce.org.uk/have-your-say/18495>