



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 03 October 2018, 7.30pm held at Brantham Village Hall

PRESENT: Cllrs M Aherne, R Candy, J Heywood, , A McCraw, JPearce, C Phillips, , P Saward, J Van Der Toorn

CHAIRPERSON: Cllr L Dunnett

IN ATTENDANCE: County Councillor D Wood, S Keys (Clerk), and 5 members of the public.

PC 10.18.01 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 10.18.02 APOLOGIES

County Councillor D Wood, Cllrs L Laws and J Richardson.

PC 10.18.03 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 10.18.04 PARISH COUNCIL MEETING MINUTES

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

PC 10.18.05 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

MINUTE NO.	ACTION	Ongoing/ Dismissed
PC 09.18.09 (2.b)	Send response to GPL resident outlining the actions taken by the Parish Council and advising him to contact the land owner directly with future concerns/queries. <i>Completed</i>	Dismissed
PC 09.18.09 (2.c)	Respond to resident refusing the request to use the LPF for dog training classes <i>Completed</i>	Dismissed

PC 10.18.06 PUBLIC SESSION



A written report had been submitted from Cllr. Wood (available as Appendix B) and he commented on the following:

- SCC BUDGET – The Council is currently running an overspend and savings need to be made.
- BARLEY HOMES – the SCC stake in this has been abandoned
- HIGHWAYS ISSUES – DW will be reviewing issues in his area at the end of the month
- SID – confirmed that he hoped to be able to make a donation to the Parish Council at the end of the month

District Councillor AMcCraw gave the following update:

- CUSTOMER SERVICE POP-UPS – will be introduced at Hadleigh library in the near future
- HOMELESSNESS REDUCTION STRATEGY – work on this is still ongoing
- “VOID” COUNCIL PROPERTIES – BDC is currently looking at ways to reduce the amount of time that Council properties remain vacant.
- REVIEW OF WEST SUFFOLK SAFETY PARTNERSHIP – this is underway and is currently looking at county lines, hate crime and the prevent strategy
- COMMUNITY INFRASTRUCTURE LEVY – the first round of awards have been made. Cllr McCraw informed the Council that he would circulate the successful bids for information purposes.

There were no questions from the public.

PC 10.18.07 FINANCE REPORT

- a) To note the balance of accounts - The Clerk reported the following balances as at 30 September 2018:
- Current Account - £5000.00
 - Deposit Account - £131,016.43
 - Salaries Account - £310.60
- 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
- c) The Council reviewed and noted the quarterly report as circulated by the Clerk.
Cllr Heywood proposed that all finance information as circulated by the Clerk should be approved by the Council; this was seconded by Cllr Pearce and aif.

PC 10.18.08 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting –
- Cllr Dunnett confirmed that the External Audit by PKF Littlejohn had now been completed and no issues had been highlighted.
 - The Committee reviewed the information from LCPAS on their service and costs and agreed that this would represent a significant saving for the Parish Council. Options for payroll were currently being investigated before further decisions were made.
 - The Committee reviewed the request for additional email storage for the Clerk and agreed that this should be put in place.
 - The Committee reviewed the new guidance from SCC about requests for additional grit bins. The Committee confirmed that a grit bin on the corner of Cattawade Steet and New Village did not meet the criteria of SCC therefore the Committee proposed that a Council-



BRANTHAM

Parish Council

owned grit bin should be placed at the back of the Village Hall to be filled by the Parish Council, this proposal was seconded by Cllr Van Der Toorn and aif.

- The Committee reviewed the Parish Council insurance renewal from CAS and approved payment for this.
 - Two quotes for work to the tree at Merriam Close play area have now been received. One very high quote, and a quote of £400. The Committee agreed to proceed with the quote of £400 subject to review of public liability insurance of the tree surgeon concerned.
 - b) To review and agree proposals for contributions – A request for a contribution of £1500 was received from Brantham Village Hall Management Committee as 50% of the costs of decoration to the outside of the Village Hall. The Finance Committee considered that this request should be supported and the funding should be taken from the property maintenance budget. Cllr McCraw proposed that this request for a contribution should be supported, this was seconded by Cllr Candy and aif.
 - c) To consider/agree any other proposals from the Finance Committee – The Chair confirmed that the next Finance Committee meeting would focus on the updated Standing Orders and a draft budget for 2019-20.
2. Recreation Sub-Committee
- a) To update on any general actions since the last meeting – Cllr Phillips confirmed that three companies had been contacted to gather ideas about skate park options for the Lower Playing Field. Cllr Phillips confirmed that it was likely that the costs of this project would be approximately £30k - £40k depending on the state of the tarmac. Following discussion it was agreed that further consultation on this project should be undertaken via a Facebook group which encouraged end users to get involved in the fundraising process.
ACTION – Cllr Phillips to set up a FB “Skate Park” group and begin further consultation. Cllr Phillips confirmed that the “Most Active Village” competition is now open for this year, she confirmed that she would submit a bid on behalf of Brantham.
 - b) To consider/approve any actions or expenditure as required – None.
3. Planning Committee
- a) To note recommendations made by the Committee - Cllr Saward confirmed that the BPC Planning Committee met on 26 September 2018. 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 confirmed that the committee had agreed to the redecoration of the outside of the Village Hall by a local decorator and thanked the Parish Council for their contribution to the cost of this work. In September the Box Office team had shown “3 Billboards Outside Ebbing, Missouri” and the next film night on Wednesday 17 October 2018 would show “Finding Your Feet”. The planned jigsaw competition night had been cancelled due to lack of support. The Committee would hold a fundraising quiz night in March 2019..
5. Footpaths Sub Committee
- a) To consider/agree any proposals presented by the Footpaths Sub-Committee – The Sub Committee had nothing to report. The Chair highlighted the poor repair of the footpath



BRANTHAM

Parish Council

sign on the green opposite Braiswick. Following discussion it was agreed that this should be removed.

ACTION – Clerk to arrange for removal of this sign by the Grounds Maintenance contractor.

6. Legal Sub Committee

- a) To receive an update on discussions with UKPN – The Clerk confirmed that the information had been forwarded to the Parish Council solicitors and a response was currently awaited.
- b) To consider/agree any other proposals received from the Legal Sub Committee – none received.

7. CEP Representative

- a) To receive an update on progress of the CEP – nothing to report
- b) To consider/agree next steps as necessary – none highlighted.

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 – A meeting was held on 02 October 2018. Cllr Van Der Toorn updated the Council on the forthcoming Judicial Review in East Bergholt and the development of their Community Land Trust.

10. SALC Representative – The Council would receive an update from Cllr Laws at the next PC meeting.

11. SNT Representative – Cllr Pearce confirmed that the next SNT meeting will take place on 10 October 2018 and Cllr Richardson had agreed to attend on behalf of the Parish Council.

PC 10.18.10 CORRESPONDENCE TO NOTE/ACTION

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

1. An email from a local resident highlighting concerns about cars parking on the verge of Brantham Hill. The Council confirmed that they do not have any powers or duties in this area and that the resident should be referred to the police.
2. As above.
3. A letter of thanks from Brantham Over 60s group for their donation from the Parish Council.
4. An email from the Scout and Guide group highlighting concerns about the security of their fencing when their grass cutting was taking place.

ACTION – Clerk to investigate with the Grounds Maintenance contractor why the gate was left open. Following this discussion review the process for future grass cutting with the Scout and Guide group.

PC 10.18.11 MISCELLANEOUS CORRESPONDENCE

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

PC 10.18.12 B1070 WEIGHT RESTRICTION & SPEED LIMIT BETWEEN EB AND BRANTHAM

- a) To receive comments from a member of the public on this issue – A member of the public highlighted concerns about the weight restriction on the B1070 which seemed to have increased recently, and the current speed restrictions in place which mean that heavy traffic travel along this road in a dangerous manner.
- b) To review the emails from SCC on this matter – the Clerk highlighted the emails already received from SCC on this matter and the Council noted their contents.



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- c) To consider/agree next steps – following discussion, and further information from Cllr Wood the Council agreed that, although unfortunate, it was unlikely that a change could be made either to the speed or weight restrictions in this area and therefore this issue should not be pursued further.

PC 10.18.13 INDUSTRIAL SITE UPDATE

- a) To review update on recent/forthcoming activity on site – The Clerk gave the following update which had been received by email from Gareth Thornton at SFG:
 - *“The area to north of Factory Lane is being cleared to allow the undergrounding of the high voltage overhead cables*
 - *Work continues behind the scenes with the infrastructure contractor who will upgrade Factory Lane and add new junctions to Brooklands Rd/Factory Lane*
 - *The sale contract between SFG and housebuilder is in its final legal formalities”*
- b) To consider any next steps – The Council noted the information included in the recent Brantham Bugle that a consultation event about proposals for the Greenfield Site will be held on 07 November 2018 at Brantham Leisure Centre. Cllr McCraw confirmed that he would attend for the duration of the event and the Chair encouraged other Councillors to attend where possible. It was agreed that members of the public should be directed to the Parish Council meeting that would be held on the same evening for further discussion.

PC 10.18.14 POST OFFICE UPDATE

- a) To receive an update on the Post Office service in Brantham – the Clerk confirmed that a phone line had been installed in the Village Hall for this purpose and that the new Post Office service should commence at the end of October 2018.
- b) To consider/agree next steps as necessary – none.

PC 10.18.15 DATE OF NEXT MEETING

Wednesday 07 November 2018, 7.30pm at Brantham Village Hall

The meeting closed to the public at 8.46pm

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



BRANTHAM
Parish Council

ACTIONS

MINUTE NO.	ACTION	Who
FC 10.18.08 (2)	Set up a FB "Skate Park" consultation group	Cllr Phillips
FC 10.18.08 (5)	Arrange for removal of footpath sign on green opposite Braiswick by the Parish Council Grounds Maintenance contractor.	Clerk



APPENDIX A

PC 10.18.07 FINANCE REPORT

ACCOUNTS AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Parish Clerk – Salary	BACS	£985.88		£985.88	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
PKF Littlejohn LLP (External audit 2017-18)	003265	£300.00	£60.00	£360.00	LGA 1972
Vertas (Grass cutting at GPL Play area April – June 2018)	003266	£184.44	£36.89	£221.33	Open Spaces Act 1906
Village Hall Brantham (Hall hire)	003267	£128.00		£128.00	LGA 1972
P. Brackley		TBC			Open Spaces Act 1906
Westcotec (Speed Indicator Device)	003268	£3675.00	£735.00	£4410.00	General Power of Competence
Community Action Suffolk (Parish Council insurance 2018-19, year 2 of 5 year undertaking)	003269	£1100.46		£1100.46	LGA 1972
P. Brackley	003270	£2255.00		£2255.00	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	£17.16	£3.43	£20.59	LGA 1972
Ideal 365 Ltd (New litter picker)	Debit card	£11.67	£2.33	£14.00	Open Spaces Act 1906, ss.9 and 10
NEST (Clerk's pension payments for June, July, August and September 2018)	Debit card			£149.63	LGA 1972

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Babergh District Council – 2 of 2 Precept payment	£22,829.50
Bank Interest	£4.79
Highcliff Vets – Quarterly rent payment	£1250.00



APPENDIX B

Parish Report October 2018

Councillor
David Wood

Triangle

Ipswich Road

Tattingstone, Ipswich



Budget update – overspend in 2018/19, more cuts planned for 2019/20

The first quarterly budget report has revealed a projected overspend of £8.6m on the 2018/19 budget, which equates to 1.7% of the overall budget. The key areas of pressure are within Adult and Community Services (net overspend of £1.5m), Children’s Services (net overspend of £4.9m) and Corporate Services (net overspend of £1.8m).

Adult and Community Services

- Main area of concern is the Care Purchasing Budget, which is forecasting a £4.4m overspend. This is due to a 1% increase in the number of people receiving care, as well as increases in prices for residential care homes above the standard published rates.
- The overspend is currently being offset by underspends due to issues with recruitment and vacant posts.
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Children’s Services

- The base budget overspend is due to pressures within Corporate Parenting, Specialist Social Care Teams and SEN Home to School Transport budgets.
- The Dedicated Schools Grant budget overspend is due to increasing demand for special school places and alternative education provision.
- These overspends are partially offset by vacancies, savings and underspends in Directorate Management, the Education and Learning Help Service, and the Early Years Service.
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Corporate Services



- There are pressures in achieving income targets in Corporate Property, Finance, IT, Strategy and Scrutiny & Monitoring. In particular, there is a reducing level of income from schools. Specific action is underway to promote services to schools through Schools Choice.
- The overspend is being mitigated by not recruiting to vacancies, leading to a £0.5m underspend on pay costs.

Furthermore, Cllr Richard Smith (Cabinet Member for Finance) has announced that there will be a further £25m of cuts in the 2019/20 budget. Although the details of the proposed budget will not be known until November, Cllr Smith has confirmed that no area will be immune from cuts.

Rise in schools rated inadequate or requires improvement

Data published by Suffolk County Council has revealed a sharp rise in the number of schools rated inadequate or requires improvement by Ofsted, to 1 in 5 Suffolk schools.

The Cabinet Member for Children's Services and Education has admitted that some academies in Suffolk are not improving as quickly as he would like, or have deteriorated further. This is reflected in the data, which showed that only 65% of academies achieved "good" or "outstanding" ratings, compared to 79% of maintained schools.

This has raised questions over the Council's "Raising the Bar" strategy, which was launched in 2012 with the express aim of ensuring all schools in Suffolk were rated "good" or "outstanding".

Urgent need for more specialist education placements in Suffolk recognised by Cabinet

Suffolk County Council's Cabinet has agreed a recommendation to introduce a new approach to the development of specialist education placements for children and young people between the ages of 5 and 25 in Suffolk.

In Suffolk, it is projected that there will be an 18% rise in the number of children with Special Educational Needs and Disabilities (SEND) between 2018 and 2020, compared to only a 4% rise in the overall population of children. These will mostly be moderate learning difficulties, ASD and speech/language needs.

Suffolk currently has insufficient specialist education placements and cannot meet current or future demand. Many children have long waits for specialist education or are placed far from home in out-of-county placements, which leads to expensive home-to-school transport costs for the Council. Furthermore, the Council currently commissions many placements in expensive independent provision across the country.

The report to Cabinet suggested that Suffolk will need to develop a further 300-400 places. Following a public consultation, it was decided that the best way to develop these places in



Suffolk was through a combination of new specialist support centres (attached to mainstream schools) with some new special schools, using independent placements for a small number of very specialist needs.

A cross-party Policy Development Panel has been set up to develop the new policy, which is expected to be agreed by the Cabinet in January 2019.

Suffolk County Council abandons stake in Barley Homes

Suffolk County Council have agreed to pull out of the commercial housebuilding company established in partnership with West Suffolk Councils in 2015, Barley Homes.

Barley Homes was originally set up to deliver much-needed homes during a housing crisis as well as generate income for the councils involved. However, after three years the joint venture company has not secured planning permission or built any homes.

The Council will transfer its 50% shareholding to St Edmundsbury Borough Council and Forest Heath District Council. SCC has contributed £250,000 working capital to Barley Homes, but will be reimbursed in full (including interest) for the capital loan.