



MINUTES

BRANTHAM PARISH COUNCIL MEETING
Wednesday 07 October 2020, 7.30pm held via ZOOM

PRESENT: Cllrs V Abrahams, M Bridgeman, J Heywood, E Osben, J Heywood, C Phillips, P Revell

CHAIRPERSON: Cllr McCraw

IN ATTENDANCE: S Keys (Clerk), 6 members of the public

PC 10.20.01 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 10.20.02 APOLOGIES

Cllrs M Aherne, C Elliott, G Rasch and P Saward

PC 10.20.03 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 10.20.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 02 September 2020. Cllr HEywood proposed that the minutes were approved as a true and accurate record of the meeting, this was seconded by Cllr Phillips. 5 Councillors voted in favour. 2 Cllrs abstained from the vote. The motion was carried. The Council agreed that the minutes would be formally signed at the next available opportunity for the Council to meet in person.

PC 10.20.05 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>One quote has been received highlighting that the shelter needs a complete new roof. The Clerk confirmed that Cllr McCraw had agreed to source additional quotes</i>	Ongoing
Public session – July 2020	Have a look at possible subsidence of cycle path alongside A137 and take action as necessary <i>Cllr McCraw confirmed that he had discussed this with the Breheny</i>	Dismissed



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	<i>Site Manager who had agreed to resolve the issue</i>	
Public session – July 2020	Make a report to SCC about drainage problems on Bergholt Road <i>Completed</i>	Dismissed
PC 07.20.09 (5)	Contact Shotley Open Spaces for advice on setting up footpath maintenance groups and feedback at the next meeting <i>Completed. See footpaths Sub-Committee report for more information</i>	Dismissed
Public session – Sept 2020	Submit request for funding for locality grant towards cost of SID <i>Completed. The Clerk confirmed that grants from Cllr Wood and Cllr McCraw had been secured</i>	Dismissed
Public session	Find out when hedge along Cinder path will be cut back by BDC <i>The Chair confirmed that this had been reported to BDC and was included on the list of work to be completed</i>	Dismissed
PC 09.20.08 (1)	Arrange standing order for annual GPL play area rent <i>Completed</i>	Dismissed
PC 09.20.08 (4)	Discuss addition of VH to work of grounds maintenance contractor <i>Cllr McCraw informed the Council that he had been unable to make contact with the Grounds Maintenance Contractor and therefore had not completed this yet</i>	Ongoing
PC 09.20.08 (7)	Sign the lease documents for the sale of the BLC solar panels <i>The Clerk informed the Council that to date she had not received the legal documents and so had not signed these. Cllr Abrahams agreed to chase this.</i>	Ongoing

PC 10.20.06 PUBLIC SESSION

A written report had been submitted from Cllr. Wood (available as Appendix B).

Cllr McCraw gave a report on the following issues:

- Up to date figures on the COVID 19 situation are available. Cases in Babergh are lower than elsewhere although there has been some increase recently
- Government funding of £100K has been received for work around rough sleeping during cold weather
- The response to the planning consultation has been approved by officers. The consultation proposed a massive increase in the housing requirement and this has been opposed.
- Preparations are underway for the Joint Local Plan. A meeting will be held in November to take it to the next stage of consultation. The new JLP for Babergh should be in place by winter 2021-22
- The Public Realms service will be coming in-house. The contract with Idverde will cease at the end of next year. The Council will then consider the possibility of providing grounds maintenance for Parish Councils.
- A locality budget is now held by Cllr McCraw. So far an award of £500 has been made to the Parish Council towards the purchase of a SID and £250 has been donated to pay for the Brantham ladies Football team's new kit. Cllr McCraw confirmed that there is still £1250 available for local groups and bids should be received by the end of December.

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



A local resident raised the following queries:

- Is there any update from SCCC on the bridleway past the Taylor Wimpey building works? Cllr Phillips confirmed that there has not yet been an update on the exact line of the route but that a formal request for information has been submitted to Dave Wood.
- Roger Dann thanked the Parish Council for arranging to have the Scout Hut grass cut.

PC 10.20.07 FINANCE REPORT

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

- Current Account - £5001.00
- Deposit Account - £149,506.24
- Salaries Account - £341.58

Cllr Heywood proposed that the balance of accounts were approved, this was seconded by Cllr McCraw 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 Revell and aif.

c) The Council noted the Q2 Budget to Actual statement as circulated by the RFO. Cllr Abrahams proposed that the statement was approved by the Council, this was seconded by Cllr Heywood and aif.

PC 10.20.08 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

a) To update on any actions since the last meeting – Cllr McCraw informed the Council that due to a small number of attendees at the last meeting most items had been deferred although the Committee had reviewed the salaries payable for the month and approved the Clerk to make these payments via online banking.

b) To consider/agree proposals for contributions from the Finance Committee – none received

c) To consider/agree any other proposals presented by the Finance Committee – The Clerk highlighted that a number of Finance Sub-Committee members were unable to attend ZOOM meetings which meant that substitutes for meetings needed to be found. Since it is likely that meetings will take place online for the foreseeable future the Clerk queried whether it would be possible to co-opt Councillors to the Committee for the COVID period to ensure continuity and that meetings were quorate. Following discussion the Council agreed that in-person meetings live-streamed via ZOOM for the public would be preferable. The Clerk highlighted that a location with good wifi would be needed and that unfortunately this was not available at the Village Hall. **ACTION:** Councillors to consider options for meeting locations and feedback at the next meeting

2. Recreation Sub-Committee

a) To update on any general actions since the last meeting – Cllr Heywood confirmed that the Sub-Committee had received three inspection reports for the local play areas. These were quite harsh and suggested that the play areas need updating. The recreation



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- sub-committee will meet at the play areas and look at ways forward. An update will be provided at the next meeting.
- b) To receive a report on LPF project - Cllr Heywood confirmed a start date now looks like the beginning of November.
 - c) To consider/approve any actions or expenditure as required – none.
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.
 - 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 – Nothing to report
 - 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 she had made contact with Shotley Open Spaces and following discussion with this group has circulated a report to the Footpaths sub-Committee. The Sub-Committee has agreed that a group of this sort would be an asset to the village. Once it has been established it would identify areas for work. Cllr Phillips proposed that the Sub-Committee establishes a stand-alone group in the next few months and builds a committee This was seconded by Cllr Osben and aif.
Cllr McCraw gave an update on the oak tree on Church Path that has dropped a number of limbs. This has now been taped off and SCC are taking other actions forward.
6. Services Sub Committee
- a) To consider/agree any proposals presented by the Services Sub Committee – nothing to report
7. Legal Sub Committee
- a) To consider/agree any proposals received from the Legal Sub Committee – nothing to report
8. SALC Representative – Cllr Seward not present to update
9. BLC Representative – Cllr Abrahams thanked Cllr McCraw for his donation on behalf of the Leisure Centre. Cllr Abrahams queried whether we would like them to take on the cutting of the Lower Playing Field on behalf of the Parish Council. Following discussion it was agreed that this should be pursued.
10. SNT Representative – nothing to report

PC 10.20.09 CORRESPONDENCE TO NOTE/ACTION

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

- Email from local resident referring to queries raised in Parish Council meeting. Included for information.
- Email from local resident highlighting concerns about Pattles Fen hedgerow and drains along A137. Clerk confirmed that she had reported these concerns.



- Email from local resident re: undergrowth along Cinder Path. Following discussion it was agreed that Cllr McCraw and a member of the public would tackle this area.
- Email from local Scout and Guide Group about grass cutting. Clerk confirmed that the grass has now been cut.
- Email from Bentley Parish Council re: consultation on Local Neighbourhood Plan. Included for information.
- Letter from James Cartlidge with response re: Network Rail Level Crossing Closures. Included for information.

PC 10.20.10 MISCELLANEOUS CORRESPONDENCE

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

PC 09.20.11 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 09.20.12 DATE OF NEXT MEETING

Wednesday 04 November 2020, 7.30pm via Zoom or at Brantham Village Hall

PC 09.20.13 IN CAMERA ITEM

Cllr McCraw proposed that as per section 1(2) of the Public Bodies (Admission to meetings) Act 1960 that the meeting should be closed to the public due to the confidential nature of the business to be transacted. This was seconded by Cllr Abrahams and aif.

The meeting closed to the public at 9.10pm

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 10.20.08	Consider options for meeting locations going forward	Cllrs



APPENDIX A

PC 10.20.07 FINANCE REPORT

ACCOUNTS TO BE AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
HMRC (Q2 PAYE & NI)	DC	£427.45		£427.45	LGA 1972, s.112
SALC (Planning webinar training 10.09.20)	003332	£25.00	£5.00	£30.00	General Power of Competence
SALC (Planning webinar training 23.09.20)	003332	£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
OneSuffolk (Annual Website hosting)	DC	£50.00	£10.00	£60.00	Local Government Act 1972, s.142
NEST (Clerk’s Pension June, July & August 2020)	DC			£116.28	LGA 1972
Cloverwood Stores (Stamps)	DC	£9.12		£9.12	LGA 1972
Community Action Suffolk	DC	£50.00	£10.00	£60.00	LGA 1972, s.142
Amazon Business (Printer Paper)	DC	£16.81	£3.36	£20.17	General Power of Competence
Amazon Business (Barrier tape for tree at Birch Drive)	DC	£6.95	£1.39	£8.34	General Power of Competence

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£4.47
Babergh District Council (Precept 2 of 2)	£24,673.00
Babergh District Council	£182.58



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(recycling credit)	
Babergh District Council (CIL Funds – October 2020)	£2681.48



APPENDIX B

Parish Report October 2020

Councillor

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Children's Centres cuts given go-ahead by Scrutiny Committee

Following the Cabinet's decision in August to close 10 children's centres, my group joined forces with the Labour group to challenge this decision. Our challenge focused on concerns over the lack of financial analysis and the lack of clarity over the new outreach model.

The challenge was discussed by the Scrutiny Committee on 11 September. Unfortunately, the majority of the Committee voted against our challenge and endorsed the Cabinet's decision. This means that the planned changes to children's centres in Suffolk will go ahead.

Suffolk County Council decides to oppose Sizewell C

The Cabinet at Suffolk County Council agreed on 22 September that they can no longer support EDF Energy's proposals for Sizewell C in their current form. However, the Cabinet maintained their support for the principle of a new nuclear power station in Suffolk.

The Cabinet's key concerns were regarding transport impacts, site design and the environmental impact on the Suffolk coast. The Cabinet also believe that the current proposals do not sufficiently avoid, minimise, mitigate or compensate impacts of the proposed development.

These concerns will be submitted as Relevant Representations to the Planning Inspectorate.

Financial impact of Covid-19 on Suffolk County Council budget

Suffolk County Council has published their Quarter 1 Budget Monitoring Report. This focuses heavily on the impact of Covid-19 on the council's finances.

The council is currently forecasting a net overspend of just £0.4m (0.1%) for the 2020-21 budget. The headline figures are:

- Additional expenditure from core budget - £41.2m



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- £43.9m – additional expenditure and lost income due to Covid-19
 - Offset by underspend of £2.7m from non-Covid business as usual activity
 - Additional funding - £40.8m
 - £39.1m – non-ringfenced Covid-19 grants from the Government
 - £1.7m – additional funding from business rates

Boundary review restarts with consultation on draft recommendations

Following a delay due to Covid-19, the Boundary Commission has restarted the boundary review for Suffolk with a consultation on their draft recommendations, which 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>