

**MINUTES OF THE BRANTHAM PARISH COUNCIL MEETING HELD AT
BRANTHAM VILLAGE HALL ON WEDNESDAY 21ST APRIL 2010
AT 9.15pm following the Annual Parish Meeting**

PRESENT: Mr M Amoss
Mr M Daniel
Mrs L Dunnett
Mrs L Evans (Clerk)
Mr K Glen
Mr N Gray
Mr R Keeble
Mr P Kettle
Mr T Nobbs
Mr P Revell

CHAIR: Mr M Clark

IN ATTENDANCE: Mr D Wood (District Councillor)
Mr S Elsey (RFO)

**The meeting started at 9.15pm following the Annual Parish Meeting.
There was no public session.**

04.10.01 APOLOGIES:
Mr Duncan and Mr Ward (District Councillor)

04.10.02 DECLARATION OF INTEREST:
None

04.10.03 PARISH COUNCIL MINUTES:
The minutes of the Parish Council meeting held on 3rd March 2010 were approved and signed as a true record of the meeting.

04.10.04 ACTION POINTS FROM PARISH COUNCIL MEETING:
The Clerk apologised for not being able to progress some of the action points from last month's meeting due to ill health. She went onto report:

Minute 02.10.08- The Clerk had not been able to order the grit bin. Action point ongoing.

Minute 02.10.11- The Clerk still needs to send a letter to BML asking them to remove concrete posts on Lower Recreation play area. Action point ongoing.

Minute 03.10.09- The Clerk had sent an email to Mr Ward regarding the drainage problems in the village. Action point dismissed.

Minute 03.10.09- A letter still needs to be sent to BDC re: changes to Local Plan V2. Action point ongoing.

Minute 03.10.11- Mrs Dunnett confirmed that she had reviewed last year's ROSPA report and suggested that the Clerk gets a quote to carry out the repair work. Action point dismissed.

Minute 03.10.12– Mr Gray had visited the Bowls Club to look at where they proposed to erect the new shelter and the request had been resolved at the Planning Committee meeting that took place on 31st March 2010. Action point dismissed.

Minute 03.10.13– The Finance Committee had met with representatives from the Scout and Guide Group. It was merely a listening exercise but was minuted in the Finance Minutes with a number of actions for the Scout and Guide Committee to carry out. Action point dismissed.

Minute 03.10.13– The Clerk had asked Colin Orman to remove the mud bank along the Private Road. At present only half of it had been cleared so she would find out when the work would be completed. Action point ongoing.

Minute 03.10.15– Amendments to the Standing Orders had not been done. Action point ongoing.

Minute 03.10.16– The Parish Council's street name suggestion for the low cost housing development had been sent to BDC and the Clerk was pleased to confirm that the name of Kettle Way had been accepted. Action point dismissed.

Minute 03.10.17– A letter had been sent to Karen Mason regarding the Parish Cup and she had been very pleased to accept it. Action point dismissed.

Minute 03.10.18– An article about the Youth Achievement Award had appeared in the most recent edition of the Bugle. Action point dismissed.

Minute 03.10.18– The Clerk still needed to send letters to local schools regarding the Youth Achievement Award. Action point ongoing.

Minute 03.10.19– The Clerk still needed to speak to Mrs Adams regarding her request for a memorial bench. Action point ongoing.

04.10.05 FINANCE REPORT:

The Clerk reported the balance of accounts:

Treasurer 1 Account at 31st March 2010 - £1000.00

**Treasurer 2 Account at 31st March 2010
£59715.02**

04.10.06 FINANCE CHAIRMAN'S REPORT:

Mrs Dunnett confirmed that the Finance Committee had met for a short meeting and that a copy of the minutes was available from the Clerk. She went onto report that she had reviewed the ROSPA report from last year and had highlighted everything that needed to be done. Both Mr Amoss and Mr Kettle had agreed that the work should be carried out which included replacing the seats on the sputnik at Merriam Close playarea and a number of other smaller repairs. Mrs Dunnett asked the Clerk to get the work priced up by Wicksteeds who had originally supplied the equipment.

The Finance Committee had also met with representatives from the Scout and Guides to discuss the future of the Scout and Guide Hut. Unfortunately the

Finance Committee was unable to put forward any recommendation as much will depend on the potential planning application for Wardle Storey.

04.10.07 TO AGREE AND SIGN LEASE BETWEEN BRANTHAM PARISH COUNCIL AND HIGHCLIFF VETERINARY PRACTICE:

Mr Daniel reported that at the last Parish Council meeting, there were a couple of issues with the lease that still needed to be resolved. These have now been done and the lease was ready to be signed at this meeting.

Mr Keeble queried the registration of part of the land being leased to Highcliff Veterinary Practice and Mr Daniel confirmed that this had been dealt with in the wording of the lease.

Therefore Mr Daniel proposed that the lease was signed by the Chairman and Vice-Chairman. This proposal was seconded by Mr Nobbs and unanimously agreed by the Parish Council.

04.10.08 PLANNING COMMITTEE REPORT:

Mr Keeble confirmed that the Planning Committee had met on 31st March 2010.

A copy of the minutes is available from the Clerk.

04.10.09 TO DISCUSS BDC LOCAL DEVELOPMENT FRAMEWORK AND APPROACH TO CONSULTATION PROCESS:

Mr Clark had emailed the Local Framework plan to the majority of Parish Councillors prior to the meeting as Brantham is specifically mentioned. Unfortunately it is in a form and structure that makes it difficult to understand however, it is clear that Brantham feature prominently and he hoped that the majority had taken the opportunity to have a look at it.

Representatives from BDC had planned to hold a consultation at the Village Hall on 19th May 2010 but this had now been delayed until June 2010.

Mr Clark asked the Parish Council if it thought Parish Councillors should be present at this consultation.

Mr Nobbs agreed that the Parish Council should do something especially in light of the information given by Mr Woods at the Annual Parish Meeting when he indicated that BDC could be in receipt of a planning application for the Wardle Storey site in the near future.

It was unanimously decided to discuss this item further at the next Parish Council meeting in two weeks time.

04.10.10 PUBLIC TRANSPORT OFFICER'S REPORT:

Mr Daniel reported that Suffolk County Council had sent notification of some slight changes to the bus service between Brantham and Ipswich which were currently being considered.

A letter had been received from Suffolk ACRE asking if it would be possible for someone to attend a Parish Council meeting to talk about the Buzzabout service. Due to the lack of public attendance at Parish Council meeting, Mr Daniel suggested it might be preferable to advertise the service in the Bugle.

04.10.11 RECREATION CHAIRMAN'S REPORT:

Mr Amoss reported that the new fencing at Merriam Close had been erected but the lock on the gate still needed to be fixed. He asked if the Clerk could arrange for the seat at Merriam Close to be repaired and order a new litter bin. There was some debate amongst Parish Councillors as to who should authorise any work carried out around the village. The Clerk was asked to look at the Financial Regulations but Mr Clark believed that all work should only be authorised by either the Clerk, Chairman or Vice-Chairman.

A letter had been received from Babergh District Council asking if the Parish Council required a ROSPA playground inspection to be carried out this year. Mr Gray proposed that authority is given to proceed with the inspection and was seconded by Mrs Dunnett.

04.10.12 TO DISCUSS ENTERING VILLAGE OF THE YEAR AWARDS 2010:

Due to the Clerk being on sick leave, the Parish Council had only just been made aware of the Village of the Year Competition. The closing date is 14th May.

Mrs Dunnett proposed that due to the short timescale, along with a lot of development work going on throughout the village it would be better to wait until next year and we could plan what could go into the application throughout the year. This was seconded by Mr Keeble and unanimously agreed by the Parish Council.

04.10.13 TO DISCUSS PARISHIONERS REQUEST TO ERECT A MARQUEE ON THE LOWER PLAYING FIELD FROM 13TH-15TH AUGUST 2010:

A letter had been received from Mr Pleasants of 1Era Cottage, asking for permission to erect a marquee on the lower playing field for his 50th birthday party. All Parish Councillors had been given a copy of the letter.

The Clerk had already spoken to Mr Pleasants and explained that the lease between Highcliff Veterinary Practice and the Parish Council was about to be signed and that she was fairly sure that the car park could be in its final stages of completion by August. This would prevent access to the field via The Crown public house. She went on to advise the Parish Council that Mr Pleasants had taken a number of health and safety precautions into consideration and was prepared to take out public liability insurance.

Mr Revell expressed his concerns about the legality of someone else insuring Parish Council land. He proposed that Mr Daniel speak to Suffolk ACRE regarding the Parish Council's insurance and that Mr Keeble and Mr Daniel meet with Mr Pleasants prior to the next Parish Council meeting in order to full understand and look at the practicalities of his proposal. This was seconded by Mr Glen and unanimously agreed by the Parish Council.

04.10.14 B.L.C REPRESENTATIVE'S REPORT:

Mr Lawler had already given more information about activities at Brantham Leisure Centre in his report at the Annual Parish Meeting.

Mr Nobbs went on to report that the club have arranged a number of fund-raising events in order to raise the £80k shortfall needed for the extension work. He confirmed that the annual fun-run will take place on 23rd July and that proceeds will be given to the Treehouse Appeal. Unfortunately, all efforts have failed to get the abandoned car removed from the Bowls Club car park.

Mr Clark asked the Clerk to arrange a quarterly meeting with BML and the Parish Council.

04.10.15 MISCELLANEOUS CORRESPONDENCE:

As usual all correspondence relevant to the agenda had been sent to Parish Councillors prior to the meeting.

All other correspondence was circulated at the meeting.

**04.10.16 TO AGREE DONATION TO:
MANNINGTREE RAIL USERS ASSOCIATION:**

A request for financial assistance had been received from Manningtree Rail Users Association.

Mr Clark had checked with Mr Elsey, RFO who had confirmed that no previous donation had been made. Mr Nobbs was asked for his views.

It was unanimously agreed that this was not the type of organisation that the Parish Council would wish to support.

04.10.17: ACCOUNTS PAID IN THE INTERIM:

	£	Chq no.
Parish Clerk –Salary	£576.04	2519
Parish Clerk – Office	£10.00	2519
Parish Clerk – Mileage	£6.06	2519
Responsible Finance Officer	£84.47	2520
Phil Wainwright – Litter Picker	£129.26	2521
Joe Clodd – Litter Picker	£124.02	2522
BML Maintenance Payment	£332.00	2523
BDC – Litter and dog bin emptying	£795.01	2524
Reece Safety Products – Grit bin	£676.80	2525
HM Land Registry	£40.00	2526
Mrs E Evans	£26.41	2528
(Re-imburement of gifts)		
Mrs E Dunnett	£21.00	2529
(Re-imburement of gifts)		
Post Office – HMRC	£558.07	2530

04.10.18 ACCOUNTS FOR PAYMENT

	£	Chq no.
Colin Orman Ground Maintenance	£280.00	2531
SALC - Annual Subscription	£659.00	2532

04.10.19 The next Parish Council meeting will be held on Wednesday 5th May 2010 at Brantham Village Hall and will encompass the following appointments for 2010/11:

- Chairman
- Vice Chairman
- Responsible Finance Officer
- Sub-Committee Chairpersons and Committee Members

The meeting closed at 10.20pm

SIGNED  DATE 5/5/10

ACTIONS

MINUTE NUMBER	ACTIONS	BY
02.10.08	Purchase new grit spreader for Colin Orman	Clerk <i>To be done.</i>
02.10.11	Send letter to BML re: posts on lower recreation play area	Clerk <i>RETURNED PG 55.</i>
03.10.09	Send letter to BDC re: changes to Local Plan V2	Clerk/Mr Clark <i>AGENDA.</i>
03.10.13	Arrange for remove of mud bank along Private Road	Clerk <i>RETURNED.</i>
03.10.15	Amend Standing Orders as agreed	Clerk <i>AGREED IN MARCH</i>
03.10.18	Send letters to Schools re: Youth Achievement Award	Clerk <i>LETTERS SENT.</i>
03.10.19	Speak to Mrs Adams re: Memorial Bench	Clerk <i>LETTERS SENT.</i>
04.10.06	Obtain quotes from Wicksteed re: repairs to play equipment	Clerk <i>TO BE GIVEN QUOTE</i>
04.10.07	Return signed lease to Birketts	Clerk <i>RTD BIRKETT</i>
04.10.09	Discuss BDC Local	<i>ON AGENDA</i>

	Framework Plan at next mtg	All Parish Councillors
04.10.10	Speak to SACRE re: Buzzabout	Mr Daniel Down

ACTIONS

MINUTE NUMBER	ACTIONS	BY
04.10.11	Arrange for bench at Merriam Close playarea to be repaired	Clerk MUF CPM/AN TO REPAIR
04.10.11	Purchase new bin for Merriam Close playarea	Clerk ORDERED
04.10.11	Look at Financial Regulations re: who can authorise work to be carried out around the village	Clerk NEXT MONTH
04.10.11	Reply to BDC re: ROSPA inspection	Clerk BDC TO INCLUDE IN ANNUAL INSPECTION
04.10.13	Contact Mr Pleasants re: erection of marquee	Mr Daniel/Mr Keeble ON AGENDA
04.10.14	Arrange quarterly meeting with BML	Clerk NEED TO GIVE DATE