

**MINUTES OF THE BRANTHAM PARISH COUNCIL MEETING HELD AT  
BRANTHAM VILLAGE HALL ON WEDNESDAY 2<sup>ND</sup> JUNE 2010  
STARTING AT 7.30PM**

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

**CHAIR:** Mr P Revell

**IN ATTENDANCE:** Mr T Ward (District Councillor)  
1 member of the public  
MR WOOD

The meeting started at 7.28pm and closed immediately for public session. The Parish Council meeting re-adjourned at 7.33pm.

**06.10.01 APOLOGIES:**  
Mr Clark, Mr Duncan and Mr Nobbs

**06.10.02 DECLARATION OF INTEREST:**  
None

**06.10.03 PARISH COUNCIL MINUTES:**  
The minutes of the Parish Council meeting held on Wednesday 5<sup>th</sup> May 2010 were amended to read under 5.10.16 "and Mr Gray". The minutes were approved and signed as a true record of the meeting.

**06.10.04 ACTION POINTS FROM PARISH COUNCIL MEETING:**  
**Minute 02.10.08** - The Clerk had not been able to order the grit bin but advised the Parish Council that it would be purchased before the autumn. Action point ongoing.  
**Minute 03.10.09** - A letter still needs to be sent to BDC re: changes to Local Plan V2. Action point ongoing.  
**Minute 03.10.15** - The Clerk confirmed that amendments to the Standing Orders had been done. Action point dismissed.  
**Minute 04.10.11** - The Clerk confirmed that she was able to authorise any work required up to £150.00 providing it was agreed with two other councillors. Action point dismissed.  
**Minute 5.10.11** - SALC had been consulted about a new internal auditor. Discuss further under agenda item 06.10.08. Action point dismissed.  
**Minute 05.10.14** - A request to use the sports field on 27<sup>th</sup> June was discussed under agenda item 06.10.13. Action point dismissed

**Minute 05.10.14** - The request to install a new shed at BML was discussed at the Planning Committee meeting. Discussed further under agenda item 06.10.09. Action point dismissed.

**Minute 05.10.14** - The Finance Committee had discussed BML's request for financial assistance but it had been decided to review the request at a later date. Action point dismissed

**Minute 05.10.14** - The Clerk confirmed that an email had been sent to BML asking them to speak to all committees regarding when letters of request are sent to the Parish Council. Action point dismissed.

**Minute 05.10.14** - The Clerk confirmed that she had past on the Parish Council's congratulations to BML on their recent sporting achievements. Action point dismissed.

**Minute 05.10.15** - The Clerk had spoken to Mr Pleasants regarding his recent request to erect a marquee on the lower playing field in August and informed the Parish Council that he wished to withdraw his request. Action point dismissed.

**Minute 05.10.18** - A cheque to reimburse the Village Hall for its annual insurance premium was ready to be signed. Action point dismissed.

**Minute 05.10.19** -An article should have been placed in The Bugle about the Hedgerow Survey but unfortunately had not been done. It was agreed that a letter will be sent to

#### 06.10.05 DISTRICT COUNCILLOR'S REPORT:

Mr Ward reported that Babergh's public consultation due to take place in Brantham on 30<sup>th</sup> June 2010 would now not go ahead as a decision on the Local Framework Plan had been deferred. It will still be put together but clearer guidance from the government is required.

He went onto report that the Safer Neighbourhood Team meeting had taken place in Brantham on 11<sup>th</sup> May 2010. Although attendance was low, concerns about the Wardle Storey site were raised. Mr Glen took this opportunity to congratulate Mr Ward on how the meetings were professionally conducted but needed to be given a higher profile to encourage more parishioners to attend.

Mr Ward confirmed that the houses at Kettle Way have now been allocated but he is very upset by the fact that he feels they have not been given to Brantham people as promised. He is due to have a meeting with Orwell Housing and Babergh District Council to voice his concerns.

#### 06.10.06 COUNTY COUNCILLOR'S REPORT:

Mr Ward said that he had little to report but had given a copy of his full monthly report to the Clerk.

He drew the council's attention to the fact that Suffolk Coastal Heath was celebrating its 40<sup>th</sup> Anniversary and that a number of events were being planned to mark the occasion.

#### 06.10.07 FINANCE REPORT:

The Clerk reported the balance of accounts:

Treasurer 1 Account at 31 <sup>st</sup> May 2010	-	£1000.00
Treasurer 2 Account at 31 <sup>st</sup> May 2010	-	£

#### 06.10.08 FINANCE CHAIRMAN'S REPORT:

A copy of the minutes is available from the Clerk.

Mrs Dunnett reported that the Finance Committee had met on 25<sup>th</sup> May 2010 to discuss a number of issues and she gave a brief resume of the meeting.

Earlier in the year the Parish Council had been advised that its internal auditor, Malcolm Baker had unfortunately passed away. It was now necessary for the Parish Council to appoint a new internal auditor. The Clerk had been in contact with SALC and been informed that it would be happy to carry out this audit on behalf of the Parish Council at a cost of £165.00. Mrs Dunnett proposed that SALC is used and was seconded by Mr Gray. The Parish Council unanimously agreed.

At the Finance Committee meeting, Mr Nobbs had made a list of improvements that could be made around the village. One suggestion was to have the bus shelter professionally cleaned. A local company had previously chemically cleaned the bus shelters and the finance committee had suggested that they be used again. There was discussion amongst the Parish Council as to whether the Litter Pickers should be asked to clean and paint the bus shelters. However, this is not part of their job specification and it was unlikely that they would have the appropriate equipment to remove any graffiti. Mrs Dunnett proposed that all bus shelters are cleaned by Jet & Water providing the quote is not over £500.00. This seconded by Mr Keeble and unanimously agreed by the Parish Council.

#### **06.10.09 PLANNING COMMITTEE CHAIRMAN'S REPORT:**

Mr Keeble reported that the Planning Committee had met on 26<sup>th</sup> May 2010 and a copy of the minutes is available from the Clerk.

Apart from the usual planning applications and results the Planning Committee discussed BML's request to erect an additional shed. There was quite a bit of debate as to whether another building was necessary and it was decided that this request needed to be clarified. It will be put on the agenda for the next quarterly meeting between the Parish Council and BML.

The planning application for 43 Cedar Close which had been recommended for refusal by the Parish Council and Babergh District Council had been passed to an independent planning officer based in Bristol. A site visit had taken place and his decision would be final.

#### **06.10.10 RECREATION CHAIRMAN'S REPORT:**

Mr Amoss confirmed that the lock had now been put on the gate at Merriam Close playarea and recommended that the bill is now paid.

He was also pleased to report that the mound of earth left on the lower recreation playarea following the installation of the basketball court had been removed. The balance of £4575.10 can now be paid to Wicksteed Leisure.

The Clerk was also able to report that she had met with Andy Love of Wicksteed to discuss repairs to play equipment highlighted in the last ROSPA report. She is now waiting for a quote.

**06.10.11 PUBLIC TRANSPORT OFFICER'S REPORT:**  
Nothing to report.

**06.10.12 B.L.C REPRESENTATIVE'S REPORT:**  
A copy of Mr Crowhurst's report had been circulated to all Parish Councillors.

As Mr Nobbs was unable to attend the meeting there was nothing further to report.

**06.10.13 TO AGREE TO USE OF LOWER SPORTS FIELD ON:**

- 27<sup>th</sup> June 2010 (Football Tournament)
- 23<sup>rd</sup> July 2010 (Fun Run)

The Clerk explained that requests to use the lower sports field on 27<sup>th</sup> June (Football Tournament) and 23<sup>rd</sup> July 2010 (Fun Run) had been received and a copy of both these letters had been given to Parish Councillors prior to the meeting.

The lower sports field had previously been used for these annual events. Mr Gray said that he saw no problem with the area being used provided that there is adequate marshalling and disclaimer notices are erected. Mr Glen proposed that the Parish Council agree to these requests and was seconded by Mr Amoss. The Parish Council unanimously agreed.

**06.10.14 MISCELLANEOUS CORRESPONDENCE:**

Copies of all correspondence relating to agenda items had been sent to Parish Councillors prior the meeting.

The Clerk highlighted the fact that there were a number of invites to various events and meetings.

Mrs Dunnett requested that she attend the SACRE AGM on 14<sup>th</sup> July 2010 and the Clerk will make the necessary arrangements.

The Clerk thought it would be appropriate to attend Babergh's Gypsy and Traveller Site meeting on 22<sup>nd</sup> June 2010 bearing in mind the vacant Wardle Storey site. Mr Daniel said that he would be happy to attend with the Clerk.

A survey request relating to flooding had been received from Suffolk County Council. Mr Keeble and Mr Ward agreed to complete the survey as they both had knowledge of areas in the village most likely to flood.

**06.10.15 - TO AGREE ATTENDANCE AT BDC CONSULTATION EVENT  
ON 30<sup>TH</sup> JUNE 2010**

As this event is no longer taking place there was no need to discuss the Parish Council's attendance at this event.

**06.10.16 - TO AGREE TO FUND AND ERECT RABBIT FENCING AROUND  
PERIMETER OF LOWER SPORTS FIELD:**

A letter had been received from BML asking if the Parish Council would still be happy to honour their previous offer of paying for materials to rabbit fence the lower sports field and for Mr Keeble to oversee the project. A working party has been organised for 3<sup>rd</sup> and 4<sup>th</sup> July 2010.

Mr Keeble said that he would be happy to oversee the running of the project and had been in contact with Nelson Potter who had previously quoted for fencing materials. In January 2009, the Parish Council had agreed to

purchase netting from Nelson Potter at a cost £547.00 and Mr Keeble reported that this price would be honoured if the Parish Council went ahead with the order within the next month.

Mr Glen proposed that we proceed with the project and was seconded by Mrs Dunnett. The Parish Council unanimously agreed.

Mr Keeble asked the Clerk to speak to Mr Lawler.

**06.10.17 TO CONSIDER NOMINATIONS FOR YOUTH ACHIEVEMENT AWARD:**

The Youth Achievement Award had been advertised in the Bugle, local press and all local schools had been written to. However, only one nomination had been received which was from the youngster's parents.

Mr Keeble said that although in principle the Youth Achievement Award appeared to be a good idea he asked if it would it be worth the Parish Council pursuing if it is going to be difficult to find suitable nominees each year.

It was decided that a letter should be sent to the parents advising them that due to the lack of interest the Parish Council had decided to withdraw the award. However, the Parish Council recognises their son's achievements and will consider them for other awards such as Babergh's Community Achievement Award later in the year.

**06.10.18: ACCOUNTS FOR PAYMENT: £ Chq no.**

Parish Clerk –Salary	£576.04	
Parish Clerk – Office	£10.00	
Responsible Finance Officer	£84.47	
Phil Wainwright – Litter Picker	£129.26	
Joe Clodd – Litter Picker	£124.02	
BML Maintenance Payment	£332.00	
Colin Orman Ground Maintenance	£	
Status Office Services	£	
Village Hall Insurance Premium	£2116.50	
Wicksteed Leisure	£4575.10	
(Balance of payment for basketball court)		
Brantham Charity Fundraising Committee	£100.00	
(Section 137 donation)		
Friends of Foundry Court	£50.00	
(Section 137 donation)		
Birketts	£337.00	
(Lease to Highcliff Veterinary Practice)		
BDO Stoy Hayward	£387.75	
(External auditor)		

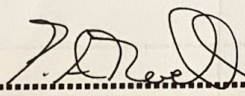
**06.10.19** The next Parish Council meeting will be held on Wednesday 7<sup>th</sup> July 2010 at Brantham Village Hall starting at 7.30pm

The meeting closed at 8.30pm

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**06.10.19** The next Parish Council meeting will be held on Wednesday 7<sup>th</sup> July 2010 at Brantham Village Hall starting at 7.30pm

**The meeting closed at 8.30pm**

SIGNED..........DATE.....7/7/10.....

### ACTIONS

MINUTE NUMBER	ACTIONS	BY
02.10.08	Purchase new grit spreader for Colin Orman	Clerk ONGOING
03.10.09	Send letter to BDC re: changes to Local Plan V2	Clerk/Mr Clark AWAIT REVISION PHON
06.10.10	Get quote from Jet and Water to clean bus shelters	Clerk Done

<b>06.10.13</b>	Send cheque to Wicksteed re: balance of money owing for Basketball court	Clerk SENT.
<b>06.10.13</b>	Send letters to BML re: use of playing field for car parking at future events	Clerk DONE
<b>06.10.14</b>	Confirm that Mrs Dunnett will attend SACRE AGM	Clerk SENT.
<b>06.10.14</b>	Attend Gypsy and Traveller site seminar on 22 <sup>nd</sup> June 10	Clerk/ Mr Daniel CANCELLED
<b>06.10.14</b>	Complete Flood Survey form	IN HAND. Mr Keeble/Mr Ward
<b>06.10.16</b>	Arrange for Mr Lawler to contact Mr Keeble re: rabbit fencing	Clerk Ongoing
<b>06.10.17</b>	Send letter to Mr & Mrs Webb re: Youth Achievement Award	Clerk SENT

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