

**MINUTES OF THE BRANTHAM PARISH COUNCIL MEETING HELD AT
BRANTHAM VILLAGE HALL ON WEDNESDAY 5TH MAY 2010
STARTING AT 7.30PM**

PRESENT: Mr M Amoss
Mr Clark
Mr Duncan
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 P Revell

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

05.10.01 APPOINTMENT OF CHAIRMAN 2010/11:
The Clerk explained that as this was the Annual Parish Council meeting it was necessary to elect the Parish Council Chairman for the forthcoming year, 2010-11. Mr Revell had indicated to the Clerk that he would be happy to continue as Chairman unless anyone else wanted to take over the role. Mr Amoss proposed that Mr Revell was elected Chairman for 2010-11 and was seconded by Mr Gray. The Parish Council unanimously agreed.

05.10.02 APPOINTMENT OF VICE-CHAIRMAN 2010/11:
Mr Clark had said that he would be happy to remain in position of Parish Council Vice-Chairman. Mr Keeble proposed that Mr Clark was re-elected Vice-Chairman and was seconded by Mrs Dunnett. The Parish Council unanimously agreed.

05.10.03 APPOINTMENT OF RESPONSIBLE FINANCE OFFICER FOR 2010/11:
Mr Elsey is currently the Parish Council's Responsible Finance Officer. Mr Duncan proposed that he continued in this role and was seconded by Mr Keeble. The Parish Council unanimously agreed.

05.10.04 APPOINTMENT OF SUB-COMMITTEES CHAIRPERSONS AND COMMITTEE MEMBERS:
As the Parish Council's Standing Orders recently changed to allow Parish Councillors to remain in post as Chairperson of any sub-committee, Mr Gray proposed that all sub-committee chairpersons and committee members were re-elected. This was seconded by Mr Amoss and unanimously agreed by the Parish Council.

The meeting started at 7.33pm after the election of officers and immediately closed for a public session. The meeting re-adjourned at 7.38pm.

05.10.05 APOLOGIES:

Mr Daniel and Mr Wood (County Councillor)

05.10.06 DECLARATION OF INTEREST:

Mr Amoss and Mr Glen declared an interest in agenda item 05.10.18 and Mr Keeble declared an interest in agenda item 05.10.19.

05.10.07 PARISH COUNCIL MINUTES:

The minutes of the Parish Council meeting held on Wednesday 21st April were approved and signed as a true record of the meeting.

05.10.08 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 02.10.11 - The Clerk confirmed that she had sent an email to BML requesting that the concrete posts on the lower playing field are removed as soon as convenient. 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 03.10.13 - The Clerk confirmed that she had spoken to Colin Orman and that the mud bank along the Private Road had been removed. Action point dismissed.

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

Minute 03.10.18 - The Clerk confirmed that letters had been sent to all local schools asking for them to nominate suitable individuals for the Youth Achievement Award. Action point dismissed.

Minute 03.10.19 - The Clerk had sent a letter to Mrs Adams re: memorial bench and was waiting for Mrs Adams to contact her. Action point dismissed

Minute 04.10.06 - The Clerk had spoken to Wicksteed and was waiting for them to make an appointment to meet to discuss repairs to play equipment at Merriam Close. Action point dismissed

Minute 04.10.07 - The signed lease had been returned to Birketts. Action point dismissed

Minute 04.10.09 - The Local Framework Plan was discussed further under agenda item 05.10.15. Action point dismissed

Minute 04.10.10 - Mr Daniel had spoken to Suffolk ACRE regarding the Buzzabout service and it had been agreed that an article should appear in the Bugle. Action point dismissed.

Minute 04.10.11 - The Clerk had asked Mr Orman to repair the bench at Merriam Close playarea. Action point dismissed.

Minute 04.10.11 - The Clerk confirmed that a new bin for the playarea at Merriam Close playarea had been ordered. Action point dismissed.

Minute 04.10.11 - The Clerk had not yet looked at the Financial Regulations to see who on the Parish Council is able to give authority for work to be undertaken. Action point ongoing.

Minute 04.10.11 - The Clerk had authorised BDC to carry out the annual ROSPA inspection on all its playareas. Action point dismissed.

Minute 04.10.12 - Mr Daniel and Mr Keeble had met with Mr Pleasants. Discussed further under agenda item 05.10.16. Action point dismissed.

Minute 04.10.14 - The Clerk confirmed that she had sent an email to BML asking for a list of dates when they would be available to meet with the Parish Council. Action point dismissed.

05.10.09 DISTRICT COUNCILLOR'S REPORT:

Mr Ward reported that any planning application for the re-development of the Wardle Storey site was unlikely to be received by Babergh until the end of the year. He also confirmed that the next Safer Neighbourhood Team meeting would be taking place in Brantham on 11th May 2010 and that he would be chairing the meeting.

05.10.10 COUNTY COUNCILLOR'S REPORT:

Mr Wood was unable to attend the meeting.

05.10.11 FINANCE REPORT:

The Clerk reported the balance of accounts:

Treasurer 1 Account at 30th April 2010 - £1000.00

Treasurer 2 Account at 30th April 2010 - £59715.02

Mrs Dunnett took the opportunity to report that the Finance Committee had not met this month. She was saddened to say that Malcolm Baker the Parish Council's auditor had recently died and that it was now necessary for Stephen Eley (RFO) to find a new auditor. The Finance Committee will consider suitable candidates.

05.10.12 RECREATION CHAIRMAN'S REPORT:

Mr Amoss was concerned that the lock had still not been fixed on the gate at Merriam Close playarea. The Clerk confirmed that she had been in contact with C&W Fencing to arrange for the work to be finished and the invoice would not be paid until this had been done.

The Clerk also confirmed that she had spoken to Wicksteed Leisure who had confirmed that the mound of earth on the lower playing field would be removed and the ground seeded.

05.10.13 PUBLIC TRANSPORT OFFICER'S REPORT:

Nothing to report.

05.10.14 B.L.C REPRESENTATIVE'S REPORT:

A copy of Mr Crowhurst's report had been circulated to all Parish Councillors. Mr Nobbs went on to report that the last BML meeting on 28th April 2010 had been the AGM and that he had nothing else to add to this report.

Mr Nobbs informed the Parish Council that the Clerk had handed him three letters from BML sub-committees prior to the meeting:

- A request to use the lower playing field for car parking on 27th June 2010 when the football tournament would take place.

- A request to erect a shed - this will be considered by the Planning Committee
- Request for financial assistance for extension work to the Clubhouse.

These requests will be discussed at the Parish Council meeting in June.

Mr Nobbs suggested a letter should be sent to the BML Executive Committee reinstating the fact that any requests need to be with the Parish Council at least 5 days prior to the Parish Council meeting.

Mr Duncan said that it would be nice to send a letter to BLC congratulating them on the football club's promotion to the Ridgeons Premier League and the success of the bowls club. Mrs Dunnnett proposed that a letter is sent and was seconded by Mr Duncan.

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

Mr Clark explained that Babergh's planned consultation event on 19th May 2010 had now been postponed until 30th June 2010.

At last month's meeting it had been the Parish Council's general consensus that the Parish Council should have some involvement in the planned event bearing in mind that Brantham has been specifically mentioned in the plan. Brantham residents have always shown an interest in what might happen to the site and the cost of sending out flyers would only be minimal.

However, it now appears that any planning application for the former Wardle Storey site will not be submitted until the end of the year. Therefore, Mr Nobbs suggested that perhaps it would be best not to send anything out until the Parish Council has something definite to discuss.

The meeting closed at 8.09pm in order for Mr Ward to pass comment. The Parish Council re-adjourned at 8.10pm.

Mr Clark proposed that an article is put in the Bugle advertising the change of date for the consultation and that the Parish Council will be in attendance on 30th June 2010. The Parish Council's comments will be sent to BDC after the event. This was seconded by Mr Nobbs and unanimously agreed by the Parish Council.

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

Mr Daniel and Mr Keeble had met with Mr Pleasants regarding his request. As the lease between the Parish Council and Highcliff Veterinary Practice has now been signed, the creation of additional car parking at the vets would mean that it would not be possible to gain access on to the playing field via The Crown public house. Therefore if Mr Pleasants wanted to go ahead with

the event everything would need to be transported over the playing field, which Mr Keeble said would not be acceptable.

Mr Revell believed that Mr Pleasants had decided not to go ahead with this event but Mr Clark suggested that a letter is sent asking him how he wants to proceed following discussions with the Parish Council. A decision was also taken on what the Parish Council's response would be and Mr Keeble proposed that the Parish Council would not give permission for the event to go ahead. This was seconded by Mr Kettle and passed with a majority vote. Mr Clark and Mr Glen abstained.

05.10.17 TO NOMINATE A MEMBER FOR APPOINTMENT OF JUDGING PANEL MEMBERS FOR BDC'S COMMUNITY ACHIEVEMENT AWARDS:

The Chairman asked if any member of the Parish Council would like to join this panel. Mrs Dunnett had previously expressed an interest. However, no one wished to be involved this year.

05.10.18 TO AGREE TO PAY THE VILLAGE HALL INSURANCE:

Mr Amoss and Mr Glen declared an interest.

Mrs Allison, Treasurer of Brantham Village Hall Management Committee had sent a letter asking if the Parish Council would be prepared to pay the annual insurance premium for the hall as they had done so in the past. This year's premium is £2116.00.

Mr Glen explained that the hall's insurance is taken out through Suffolk ACRE and the village hall had previously tied itself into a three year agreement which would ensure that premium's did not go up.

Mr Clark proposed that providing the sum requested is inline with the budget then the VHMC is reimbursed. This was seconded by Mrs Dunnett and agreed with a majority vote. Mr Glen abstained.

The Chairman asked if an additional item could be added to the agenda as 'Miscellaneous Correspondence had unintentionally omitted from the agenda. The Parish Council unanimously agreed.

05.10.19 MISCELLANEOUS CORRESPONDENCE:

Correspondence relevant to the monthly meeting had been circulated to Parish Councillors prior to the meeting.

Mr Keeble brought the following to the Parish Council's attention:

- Mrs Dunnett and Mr Keeble agreed to look at the hedgerow survey received and would decide whether the Parish Council needed to reply.
- Mr Keeble declared an interest in the Shoreline Consultation but asked whether or not the Parish Council should respond as it is relevant to Brantham

05.10.20: ACCOUNTS FOR PAYMENT:	£	Chq no.
Parish Clerk –Salary	£576.04	
Parish Clerk – Office	£10.00	
Parish Clerk – Mileage	£14.00	

MINUTE NUMBER	ACTIONS	BY
02.10.08	Purchase new grit spreader for Colin Orman	Clerk BY RETURN
03.10.09	Send letter to BDC re: changes to Local Plan V2	Clerk/Mr Clark AFTER CONSULTATION EVENT
03.10.15	Amend Standing Orders as agreed	SEND TO Clerk HERE
04.10.11	Look at Financial Regulations re: who can authorise work to be carried out around the village	Clerk IN HAND
05.10.11	Consult SALC re: new internal auditor	Clerk ON AGENDA
05.10.14	Consider request to use lower sports field on 27 th June 2010	All Parish Councillors ON AGENDA
05.10.14	Consider request to install new shed at BLC	Planning Committee ON AGENDA
05.10.14	To consider financial request from BML	Finance Committee LETTER SENT
05.10.14	Send letter to BML: request letters	Clerk SENT SPREAD TO
05.10.14	Send letter to BML: congratulating them on sporting successes	Clerk SENT

Both JWE CANCELLED
HERE

ACTIONS

MINUTE NUMBER	ACTIONS	BY
05.10.15	Send letter to Mr Pleasants re: his request to erect marquee	Clerk SPREAD TO DEPT NITL
	Send cheque to VHMC:	

05.10.18	reimbursement of insurance premium	Clerk
05.10.19	Review Hedgerow Survey	MrsDunnett/Mr Keeble
	Send letter to B.C. re: changes to Local Plan	
	Amend Standing Orders as agreed	
	Look at Financial Regulations re: who can authorise work to be carried out around the village	

Handwritten notes: "Mrs Dunnett/Mr Keeble" and "Handwritten notes" in the right margin.

	Consult SALC re: new internal auditor	05.10.11
	Consider request to use lower sports field on 27 th June 2010	05.10.14
	Consider request to install new shed at B.L.C.	05.10.14
	To consider financial request from B.M.L.	05.10.14
	Send letter to B.M.L. request letters	05.10.14
	Send letter to B.M.L. congratulating them on sporting successes	05.10.14

ACTIONS

BY	ACTIONS	MINUTE NUMBER
Clerk	Send letter to Mr Pleasant re: his request to erect	05.10.15
	Send cheque to V.H.M.C.	