

**MINUTES OF THE BRANTHAM PARISH COUNCIL MEETING HELD AT
BRANTHAM VILLAGE HALL ON WEDNESDAY 2ND NOVEMBER 2011 STARTING
AT 7.30PM**

PRESENT:

Mr M Amoss
Mrs L Dunnett
Mr I Duncan
Mrs L Evans (Clerk)
Mr N Gray
Mrs J Heywood
Mr R Keeble
Mr P Kettle
Mr T Nobbs
Mr A McCraw
Mr T Ward

CHAIR:

Mr P Revell

IN ATTENDANCE:

Mr D Wood – County Councillor
Mrs P Smith – Responsible Finance Officer
6 members of the public

The meeting started at 7.33pm and immediately closed for a public session .The meeting re-adjourned at 7.39pm.

11.11.01 APOLOGIES:

None

11.11.02 DECLARATION OF INTEREST:

None

11.11.03 PARISH COUNCIL MINUTES:

The minutes from the Parish Council meeting held on 5th October 2011 were amended to read ' Mr Orman was asked to replace the lock.....' under minute 10.11.12. The minutes were then approved and signed as a true record of the meeting.

11.11.04 ACTION POINTS FROM PARISH COUNCIL MEETING:

Minute 03.11.08 – Now that a new RFO has been appointed the actions from the Internal Audit will be discussed at a future Finance meeting. Action point on-going.

Minute 05.11.19 – A Parish Council group photo for the website still needs to be taken. It was suggested that this was taken at Christmas. Action point ongoing.

Minute 07.11.20 – Mrs Dunnett hadn't spoken to Simon Bailey but had taken another look at the seat along the Church Path. She felt that as it was still in a good state of repair that it shouldn't be replaced. She suggested that the memorial benches could be moved to Gravel Pit Lane play area and Millennium Wood. Action ongoing

Minute 07.11.21 – The Clerk reported that she had been unable to contact Clive Brothwell but had spoken to David MacLachan who said that he would be happy to restore and help move the Village Sign to Palfrey Heights. He agreed to contact Clive Brothwell on the Parish Council's behalf to make the necessary arrangements. Mr Keeble agreed that storage space could be found at Brantham Hall if required. Action point ongoing.

Minute 09.11.13 – The Clerk and Chairman had been unable to attend the Annual Parish Meeting at BDC but a copy of the minutes was available amongst the miscellaneous correspondence. Action point dismissed.

Minute 09.11.20 – The Clerk had written a letter to the owners of land opposite the Church and asked if Mrs Dunnett would be happy to take a look at it before it is sent. Action point ongoing.

Minute 10.11.08 – Parish Councillors had been asked to take a look at the proposed Precept for 2012/13 and this was discussed further under agenda item 11.11.08. Action point dismissed.

Minute 10.11.11 – The Clerk confirmed that Mr Orman had been asked to replace the lock on the gate of Gravel Pit Lane play area. Action point dismissed.

Minute 10.11.12 – BDC had been contacted by the Clerk regarding the use of Section 106 to replace the mulch safety surfacing at some of the play areas. She had been informed that it would not be possible to use the money for this. Action point dismissed.

Minute 10.11.18 – The Clerk advised the Parish Council that the Local Development Framework event planned in Brantham on 10th November 2011 had been cancelled. Anyone still interested in attending another event should let the Clerk know. Action point dismissed.

Minute 10.11.18 – The Clerk confirmed that a letter had been sent to the Bonfire Committee giving permission to use the lower recreation play area for its annual event on 5th November 2012. Action point dismissed.

Minute 10.11.21 – Nominations for BDC's Community Achievement Awards were discussed further under agenda item 11.11.16. Action point dismissed.

Minute 10.11.22 – The Clerk confirmed that she had contacted SCC regarding new streetlights in New Village and was waiting for them to arrange a time to come out and give a quote. Action point ongoing.

11.11.05 TO RECEIVE DISTRICT COUNCILLORS REPORT:

Mr Ward had little to report other than that the car park at Wardle Storey was going to be repaired and that he had a meeting arranged with Rob Braid for the 10th November 2011.

The Local Development Framework event that was being held in Brantham had been cancelled due to lack of interest but Mr Ward confirmed he would be going to a similar event at Suffolk One on 8th November 2011 and would be willing to give a lift to anyone interested in attending.

11.11.06 TO RECEIVE COUNTY COUNCILLORS REPORT:

A copy of Mr Wood's full report is available from the Clerk.

Mr Wood said that he was sad to report that the Buzzabout was still not being used as much as it had been hoped and that the Tuesday night service had been cancelled. It was also being booked on Friday and Saturday nights and then not being used. He asked if the Clerk could write something in the Bugle.

He went on to advise that both SCC's library service and highway and winter maintenance could be going to private contract which he believed would have an adverse effect.

Mr Wood was pleased to report that he had been able to give a grant to the Good Neighbourhood Scheme and advised that there was still money available in the Locality Budget.

11.11.07 FINANCE REPORT:

The Clerk reported the following balances:

Treasurer 1 Account at 31st October 2011 - £1000.00

Treasurer 2 Account at 31st October 2011 - £81744.42

11.11.08 TO RECEIVE REPORT FROM FINANCE COMMITTEE:

Mrs Dunnett reported that the Finance Committee had met on 24th October 2011 to discuss the budget for 2012/13. All Parish Councillors had been given a copy of the proposed budget at the previous Parish Council meeting. As mentioned it had been agreed that there should not be an increase so this year's Parish Precept had not resulted in the movement of funds to keep it at the moment. Mrs Dunnett proposed that the precept request for 2012/13 should be £41000.73. This was seconded by Mr Nobbs and unanimously agreed by the Parish Council.

Mrs Smith was introduced to the Parish Council as the new Responsible Finance Officer and Mrs Dunnett said that she would take over fully from Mr Elsey in January.

Mrs Dunnett confirmed that the results from last year's internal audit would be looked at over the next couple of finance meetings.

11.11.09 TO RECEIVE REPORT FROM BML REPRESENTATIVE:

A copy of the report from Mr Crowhurst had been given to all Parish Councillors prior to the meeting.

Mr Nobbs reported that he had been unable to attend the last BML Executive meeting but that there had a meeting between BML and BPC representatives on 1st November 2011.

He gave a brief resume of the meeting which included the following:

- The builders will formally hand over the clubhouse in the next couple of weeks
- The rabbit fencing around the perimeter of the field is almost complete
- The club finances have improved and there are no serious concerns at the present although they will continue to be reviewed.

- An application for Section 106 money to resurface the tennis court is being submitted
- The planning application to install solar panels is to be progressed
- The site will be tidied up and portacabins removed over the coming months
- BML has asked if the Parish Council would be happy for it to participate in a Comic Relief fun run which would be held in March
- BML hopes to appoint a Centre Manager to deal with bookings and complaints

Mrs Dunnett asked if the new manager would be a paid position. Mr Nobbs said he believed so but to start with it would only be for a few hours per week until it became more permanent.

11.11.10 TO RECEIVE REPORT FROM RECREATION COMMITTEE:

Mr Kettle was pleased to report that a new litter picker had been appointed and the successful candidate was Mrs Sue Butcher who started on 1st November 2011.

11.11.11 TO RECEIVE REPORT FROM PUBLIC TRANSPORT OFFICER:

Nothing to report

11.11.12 TO RECEIVE REPORT FROM SNT MEETING:

Mr Duncan advised that there had been no SNT meeting as they were now held every bi-monthly. The next one is at Capel.

He had hoped that PC Philpott would be in attendance but unfortunately she was ill. However, he was able to confirm that the owners of Bridge Garage had been spoken to about parking on double yellow lines.

11.11.13 MISCELLANEOUS CORRESPONDENCE:

All correspondence relating to agenda items had been sent to Parish Councillors prior to the meeting.

The Clerk then brought Parish Councillors attention to the following:

- **Letter from Mark Pearce regarding foul language at BML:**
The Chairman was sorry to hear of Mr Pearce's plight to stop the use of foul language at BLC but he said that it was difficult for BML or the Parish Council to control. He had asked Mr Ward to speak to the police and hoped that once a full-time manager had been employed at BLC then this would alleviate the problem. He asked if Mr Pearce could keep a note of times and dates.
- **Letter from SCC re: Cattawade Bridge**
This was confirmation from SCC that they have taken some action to deal with concerns raised about the oil spillage on the road and the electricity cable running from Bridge Garage to the kebab van. Mr McCraw also reported that the Bridge Garage plans to revert back to a conventional garage and are currently dismantling vehicles in order to scrap them.

11.11.14 **TO UPDATE AND DISCUSS CURRENT SITUATION WITH 42 NEW VILLAGE:**

Mr Duncan reported that the Legal Committee had met to discuss the situation with 42 New Village and it had been suggested getting a full report from the Land Registry.

However, the Clerk had been able to get some free legal advice and been advised that this report would not show the boundary line as the property was too old. It had been suggested that a survey could confirm whether the boundary was in line as shown on the BDC plan and Mr Duncan thought this was the way forward.

If the Parish Council gets involved in a legal battle this will stay on record if the owners of 42 New Village were to sell their property.

11.11.15 **UPDATE REGARDING PROPOSED CELEBRATIONS FOR QUEEN'S DIAMOND JUBILEE – JUNE 2012**

Mr McCraw reported that there had been no response to the article that had gone into the Bugle and was going to ask Joanne King to put it into the Bugle again. He had spoken to Richard Lewis who had informed him that the Church was looking at designs in metalwork for the commemorative lych gate.

11.11.16 **TO CONSIDER NOMINEES FOR COMMUNITY ACHIEVEMENT AWARDS:**

This year is the 20th Anniversary of Babergh's Community Achievement Awards. Applications need to be submitted by 30th November 2011.

Nominees had been considered at last month's Parish Council meeting and but it was felt that as some of those people suggested were actually paid for their services it would not be appropriated to nominate them.

Following further discussion the following people were proposed: the Fun Run committee by Mr Duncan, the Bonfire Committee by Mr McCraw and Jo King, Editor of the Bugle by Mrs Dunnett. Mr Ward seconded Mrs Dunnett's proposal to nominate Mrs King and this was unanimously agreed by the Parish Council.

11.11.17 **TO DISCUSS PROPOSAL OF YOUTH CLUB AT BRANTHAM LEISURE CENTRE:**

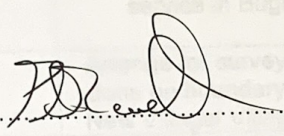
The Chairman advised the Parish Council that a meeting was planned with Sue Longhurst from BDC on 23rd November 2011 to discuss a proposal for a Youth Club at BLC. He wanted to know if the Parish Council had any concerns about this and asked if anyone knew of someone who would be interested in being a leader to let the Clerk know.

Mrs Dunnett was aware of someone who had recently been made redundant

11.11.18	ACCOUNTS FOR PAYMENT	£	Chq no.
	Parish Clerk – Salary	£576.04	2731
	Parish Clerk – Office	£10.00	2731
	Parish Clerk – Mileage	£6.06	2731
	Responsible Finance Officer	£84.47	2732
	New Responsible Finance Officer	£84.47	2733
	Phil Wainwright – Litter Picker	£208.78	2735
	BML Ground Maintenance	£332.00	2736
	Colin Orman Ground Maintenance	£626.00	2737
	Suffolk ACRE	£282.84	2738
	(Additional insurance of new clubhouse extension)		

11.11.19 The date of the next Brantham Parish Council meeting will be Wednesday 7th December 2011 at Brantham Village Hall starting at 7.30pm.

The meeting closed at 9.03pm

SIGNED  DATED 7¹²/₁₂

ACTIONS

MINUTE NUMBER	ACTIONS	BY
03.11.08	Review actions from Internal Audit at June Finance Committee Meeting	Finance Committee
05.11.19	Have group photograph taken for Website	All Parish Councillors
07.11.20	Contact Simon Baker re: replacement of bench along Church Path	Mrs Dunnett
09.11.20	Write to the landowners of Pattle Farm re: burial land	Clerk
10.11.22	Get quote for new streetlights in New Village	Clerk
11.11.06	Re- advertise Buzzabout service in Bugle	Clerk
11.11.14	Arrange for survey to be done on boundary of 42 New Village/ Village Hall	Clerk
11.11.16	Complete and return Community Achievement Form by 30 th November 2011	Clerk