



SUMMONS

The Parish Councillors of BRANTHAM PARISH COUNCIL are summoned to attend the Parish Council Meeting on Tuesday 14 April 2026 commencing at 7pm in the Back Meeting Room at Brantham Village Hall (Please use side door next to gate to enter)

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. The meeting is held in accessible premises. All agendas, reports, minutes and background papers in relation to this meeting can be viewed on the parish council's website: [Parish Council Meetings](#)

The agenda may be split into two parts. Most of the business will be dealt with in the first part of the meeting which is open to the public. The In Camera Section of the meeting (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before In Camera items are discussed.

Recording at meetings

Members of the Council, the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Those attending shall be informed that the meeting may be reported on (including recording, photographing and filming).

AGENDA

PC 04.26.01	OPENING INCLUDING STATEMENT	CHAIR
PC 04.26.02	APOLOGIES FOR ABSENCE a) Council to receive apologies for absence b) Council to consent to accept apologies received	CLERK
PC 04.26.03	DECLARATIONS OF INTERESTS: a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct b) To receive notification of gifts of hospitality exceeding £50 c) To receive requests for dispensations	ALL
PC 04.26.04	MINUTES OF PREVIOUS MEETINGS a) To consider and approve the minutes of the previous Parish Council meeting held on 04 February 2026	CHAIR
PC 04.26.05	REPORTS FOR INFORMATION – to receive written reports for information only: a) County Councillor Simon Harley b) District Councillor Alastair McCraw	CHAIR
PC 04.26.06	PUBLIC FORUM - <i>at the direction of the Chair matters will either be responded to or deferred for further discussion and/or debate</i> a) To receive any questions or comments from members of the public	CHAIR
PC 04.26.07	CLERK'S REPORT (PAPER 1 – TO FOLLOW) - to receive and consider information from the Clerk in particular: a) To review actions from the previous meeting b) To receive the reports of items actioned under delegated powers and correspondence to note	CLERK

PC 04.26.08	<p>STATUTORY INFORMATION</p> <p>a) To note the Appointment of Assistant Parish Clerk</p> <p>b) To review and approve the Planning Policy for Brantham (PAPER 2)</p>	CHAIR
PC 04.26.09	<p>FINANCE REPORT (ALL SUPPORTING PAPERS TO FOLLOW)</p> <p>a) To review the minutes of the Finance Committee and note any decisions made</p> <p>b) To consider/review any proposals received from the Finance Committee (noted in the minutes)</p> <p>c) To note the completion of a Financial Control spot check</p> <p>d) To approve the accounts awaiting payment including those coming forth, the accounts paid since the last meeting and the receipts allocated since the last meeting (PAPER 3)</p> <p>e) To note and approve the balance of accounts and Bank Reconciliation as at 31 March 2026 (PAPER 4)</p> <p>f) To note the CIL report for March 2026 including nominal sums for potential CIL expenditure for the coming year and receipts received (PAPER 5)</p> <p>g) To receive and approve the annual CIL monitoring report to be submitted to BDC (PAPER 6)</p> <p>h) To receive and consider the budget versus actual for the year ending 31st March 2026 - (PAPER 7)</p> <p>i) To consider and approve the allocation of council's reserves for the year ending 31 March 2026 (PAPER 8)</p> <p>j) To note that the Clerk, as RFO, has, on behalf of the parish council, set the dates for the period of the exercise of public rights for the year ending 31 March 2026 as Wednesday 3 June – Tuesday 14 July 2026. (The latest possible dates that comply with the statutory requirements are Wednesday 1 July – Tuesday 11 August 2026).</p> <p>k) To review the request from Brantham Garage Sale for a donation and to agree a donation as appropriate (PAPER 9)</p>	<p>EO</p> <p>EO</p> <p>RFO</p>
PC 04.26.10	<p>PLANNING MATTERS</p> <p>https://www.babergh.gov.uk/planning/</p> <p>a) To consider and approve response to the following planning matters relating to Brantham:</p> <p>DC/26/00808 25 Palfrey Heights Brantham Manningtree Suffolk CO11 1SE Erection of a first floor extension</p> <p>DC/26/01011 Land North Of Factory Lane Cattawade Brantham CO11 1Q Change of use of land for the siting of up to 50no storage containers and provision of boundary fencing.</p> <p>b) To consider and approve response to Scoping consultation and notification of the applicant's contact details for NSIP Application by Tarchon Energy Limited for an Order granting Development Consent for the Tarchon Interconnector Project</p> <p>c) To note the following planning decisions relating to Brantham</p> <p>Application for a Non-Material Amendment to DC/25/04397 - Additional windows to kitchen and study; Change of partial facing materials from brick to render Location: 8 Ash Ground Close, Brantham, Manningtree, Suffolk CO11 1TY AMENDMENTS APPROVED AS A NON-MATERIAL AMENDMENT. DC/26/00378 1 Bailey Gardens, Brantham, Manningtree, Suffolk CO11 1GH Erection of a single storey flat roof side & rear extension, and a two storey rear extension with balcony PLANNING PERMISSION GRANTED</p>	RC
PC 04.26.11	BRANTHAM 2034 - to consider matters related to Brantham 2034 Strategic Vision and in particular:	AE

	<ul style="list-style-type: none"> a) OUTDOOR SPACES - To receive an update from Skate Park Working Group and consider/agree any next steps as necessary b) OUTDOOR SPACES – To note the receipt of S106 funding from BDC for the Skate Park Project and to agree any amendments to the Skate Park funding structure c) GREEN ISSUES – To receive an update in relation to green issues/biodiversity in Brantham d) SAFETY - To review paper circulated by the Chair ref. appointment of a PCSO (PAPER 10) e) To approve proposal to employ a shared PCSO for Brantham/East Bergholt f) SAFETY – To receive and other updates or reports on safety-related issues g) AFFORDABLE HOUSING - To receive an update on Affordable Housing Project and agree any next steps as appropriate h) ROADS - To receive an update on proposals for a crossing point on the A137 and agree any next steps as appropriate i) To receive any other updates from Cllrs relating to their areas in the Brantham 2034 plan 	<p>MCI</p> <p>MB</p> <p>MC</p> <p>EO</p> <p>CLERK</p> <p>ALL</p>
PC 04.26.12	<p>NEIGHBOURHOOD PLANNING</p> <ul style="list-style-type: none"> a) To receive an update on Neighbourhood Plan for Brantham b) To consider/agree next steps as appropriate 	RC
PC 04.26.13	<p>PARISH CUP 2026</p> <ul style="list-style-type: none"> a) To receive any nominations for the award of the Parish Cup in 2026 and to agree a nomination to be made at the Annual Parish Meeting 	CHAIR
PC 04.26.14	<p>REPORTS FROM COUNCILLORS – (PAPER 11 - TO FOLLOW)</p> <ul style="list-style-type: none"> a) To receive a report from the Parish Chairman and agree any actions as necessary b) To receive any other points to note from committees, sub-committees & working groups c) To receive update from Chair in relation to Dilapidations survey of Brantham Leisure Centre d) To consider/approve any proposals or next steps as appropriate 	<p>CHAIR</p> <p>ALL</p> <p>CHAIR</p> <p>ALL</p>
PC 04.26.15	<p>DATES OF FORTHCOMING MEETINGS – all taking place at Brantham Village Hall</p> <ul style="list-style-type: none"> a) Finance Committee meeting – Wednesday 22 April 2026, 7pm b) Annual Parish meeting – Wednesday 29 April, 6.30pm c) Annual Parish Council meeting – Wednesday 06 May 2026, 7pm 	CHAIR
PC 04.26.16	<p>IN CAMERA ITEM</p> <ul style="list-style-type: none"> a) To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be b) excluded from the meeting due to the confidential nature of the business to be discussed c) To note changes to the Litter Pick Pay as approved at the Finance Committee meeting on 25 March 2026 d) To note allocation of a one-off payment to the Clerk as approved at the Finance Committee meeting on 25 March 2026 e) To review correspondence received from local resident and agree next steps as necessary (PAPER 12) 	CHAIR

Signed:



Sarah Keys Clerk to the Council