



SUMMONS

The Parish Councillors of BRANTHAM PARISH COUNCIL are summoned to attend the Parish Council Meeting on Wednesday 01 July 2026 commencing at 7pm at Brantham Village Hall.

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 07.26.01	OPENING INCLUDING STATEMENT	CHAIR
PC 07.26.02	APOLOGIES FOR ABSENCE a) Council to receive apologies for absence b) Council to consent to accept apologies received	CLERK
PC 07.26.03	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 07.26.04	MINUTES OF PREVIOUS MEETINGS a) To consider and approve the minutes of the previous Parish Council meeting held on 03 June 2026	CHAIR
PC 07.26.05	REPORTS FOR INFORMATION – to receive written reports for information only: - County Councillor – Vicky Armstrong - District Councillors - Alastair McCraw	VA AM
PC 07.26.06	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 07.26.07	CLERK'S REPORT (PAPER 1) - 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 07.26.08	STATUTORY BUSINESS a) To review and approve the Anti-Harassment and Bullying Policy as circulated by the Clerk (PAPER 2) b) To note the Internal Audit Action Plan (PAPER 3) and agree any next steps as necessary c) To note the Internal Audit recommendation to consecutively number minutes and to note that from July 2026 Parish Council minutes will be numbered accordingly d) To note that the tax-free HMRC recommended amount at which mileage can be reimbursed for the first 10,000 mileage claimed, has increased from 45p/mile to 55p/mile. e) To note the email from Babergh District Council informing Councils that the administration fee for Play area Inspections will now be a flat rate of £25 (PAPER 4) f) To note the guidance received from SALC ref. Dispensations (PAPER 5.1) and to approve the Dispensation Application Form (PAPER 5.2)	CHAIR
PC 07.26.09	FINANCE a) To review the minutes of the Finance Committee and note any decisions made b) 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 6) c) To note and approve the balance of accounts and Bank Reconciliation as at 31 May 2026 (PAPER 7 – TO FOLLOW) d) To note and approve the balance of accounts and Bank Reconciliation as at 30 June 2026 (PAPER 8 – TO FOLLOW) e) To note that a bank reconciliation and spot check for June 2026 has been completed by Cllr Osben f) To note the budget to actual statement for the period ending 30 June 2026 along with the budget monitoring paper (PAPER 9 – TO FOLLOW) g) To note the quarterly CIL report to 30 June 2025 including nominal sums for potential CIL expenditure for the coming year and receipts received (PAPER 10) h) To note the quarterly donations spend to 30 June 2025 (PAPER 11)	EO/ RFO
PC 07.26.10	PLANNING MATTERS https://www.babergh.gov.uk/planning/ a) To consider and approve response to the following planning matters relating to Brantham – none received b) To note the following planning decisions relating to Brantham: DC/26/02076 The Old School, Church Lane, Brantham, Manningtree Suffolk CO11 1QA Application for works to Trees subject to Tree Preservation Order ES116/G1 - Cut back 1 No. mixed species group (G1) to create 1m clearance away from and over the aerial. CONSENT GRANTED	RC
PC 07.26.13	BRANTHAM 2034 - to consider matters related to Brantham 2034 Strategic Vision and in particular: a) To review progress made towards objectives set in Brantham 2034 strategic plan and to agree a process for updating as necessary b) OUTDOOR SPACES - To receive an update from Skate Park Working Group and consider/agree any next steps as necessary c) OUTDOOR SPACES - To receive and update on the Procurement and Tendering process for Brantham Skate Park d) GREEN ISSUES – To receive an update in relation to green issues/biodiversity in Brantham e) GREEN ISSUES – To receive an update on Brantham In Bloom project and agree next steps as appropriate f) SAFETY – To receive an updates on the appointment of a PCSO for Brantham and receive reports on safety-related issues	CHAIR AE CLERK MCL MCL MB/ MCH

	g) ROADS - To receive an update on the project to create a safe crossing point on the A137 h) COMMUNITY ENGAGEMENT – To receive an update from Cllr Osben ref. Brantham Fete and future community events i) To receive any other updates from Cllrs relating to their areas in the Brantham 2034 plan	CLERK EO ALL
PC 07.26.14	NEIGHBOURHOOD PLANNING a) To receive an update on Neighbourhood Plan for Brantham b) To consider/agree next steps as appropriate	RC
PC 07.26.15	PADEL AT BRANTHAM LEISURE CENTRE a) To receive an update from BMCIC rep on proposals for a Padel court/club at Brantham Leisure Centre b) To note correspondence received from residents ref. proposals (PAPER 12) c) To consider/agree next steps as appropriate	CHAIR
PC 07.26.16	BRANTHAM PARISH COUNCIL LOGO REFRESH (PAPER 13) a) To review improvements to original Parish Council logo b) To consider updating the BPC logo and to review the options created by Cllr Chamberlain c) To consider/approve adoption of updated logo or to agree next steps as necessary	CHAIR
PC 07.26.17	REPORTS FROM COUNCILLORS – (PAPER 14 - TO FOLLOW) 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	CHAIR ALL CHAIR
PC 07.26.18	DATES OF FORTHCOMING MEETINGS – all taking place at Brantham Village Hall a) Finance Committee meeting – Wednesday 22 July 2026, 7pm b) Parish Council meeting – Wednesday 02 September 2026, 7pm	CHAIR

Signed:



Sarah Keys Clerk to the Council