

SUMMONS

The Parish Councillors of BRANTHAM PARISH COUNCIL are summoned to attend the Parish Council Meeting on Wednesday 07 October 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 10.26.01	OPENING INCLUDING STATEMENT	CHAIR
PC 10.26.02	APOLOGIES FOR ABSENCE a) Council to receive apologies for absence b) Council to consent to accept apologies received	CLERK
PC 10.26.03	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 10.26.04	MINUTES OF PREVIOUS MEETINGS a) To consider and approve the minutes of the previous Parish Council meeting held on 02 September 2026 b) To consider and approve the minutes of the previous extraordinary Parish Council meeting held on 23 September 2026	CHAIR
PC 10.26.05	REPORTS FOR INFORMATION – to receive written reports for information only: • County Councillor – Vicky Armstrong • District Councillors - Alastair McCraw	VA AM
PC 10.26.06	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 10.26.07	CLERK'S REPORT (PAPER 1) - to receive and consider information from the Clerk in particular: a) To review actions from the previous meeting	CLERK

	b) To receive the reports of items actioned under delegated powers and correspondence to note c) To receive correspondence for consideration and agreement of next steps - - o Council to review correspondence received ref. tree planting at Temple Pattle and to confirm/approve this location for tree planting	
PC 10.26.08	STATUTORY BUSINESS a) To receive/approve nominations for the vacant posts of Councillor (2) – Jamie Dumbleton b) To note signing of the Declaration of Acceptance of Office c) To review/amend/approve first draft of BPC Councillor Anti-Bullying, Harassment and Intimidation Policy (PAPER 2)	CHAIR
PC 10.26.09	SUFFOLK COUNCIL OF THE YEAR a) To note that Brantham Parish Council has jointly been awarded Council of the Year in the Suffolk Community Awards b) To consider/agree any next steps as appropriate	CHAIR
PC 10.26.10	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 3) c) To note and approve the balance of accounts and Bank Reconciliation as at 30 September 2026 (PAPER 4 – TO FOLLOW) d) To note the budget to actual statement for the period ending 30 September 2026 along with the budget monitoring paper (PAPER 5 & 6 – TO FOLLOW) e) To note the quarterly CIL report to 30 September 2026 including nominal sums for potential CIL expenditure for the coming year and receipts received (PAPER 7) f) To note the quarterly donations spend to 30 September 2026 (PAPER 8) g) To note that a bank reconciliation and spot check for September 2026 has been completed	EO/ RFO
PC 10.26.11	PLANNING MATTERS https://www.babergh.gov.uk/planning/ a) To consider and approve response to the following planning matters relating to Brantham: DC/26/02511 Brantham Methodist Church Gravel Pit Lane Brantham CO11 1PR Works to amend the vehicular access and church drive. Level ground and lay new chippings surface. Lay concrete path on the south side. Construction of new soak away at the rear. DC/26/03715 Land Off Church Road Brantham CO11 1QA Application for Permission in Principle. Town and Country Planning Act 1990 (Permission in Principle)(Amendment) Order 2017 - Erection of 2no. dwellings. DC/26/03363 Braham Hall Brantham Hill Brantham Manningtree Suffolk CO11 1NN Application under S73 for Removal or Variation of a Condition following grant of Planning Permission DC/25/04586 dated 24/02/2026 Town and Country Planning Act 1990 (as amended) - Change of use and redevelopment of agricultural buildings to create a wedding venue and community hire space with ancillary parking, open space and provision of 5no. accommodation units; Demolition of 4no. redundant agricultural buildings - To vary Condition 3 (Time Restriction on Holiday Dwellings) We wish to vary the condition to allow for flexibility in occupancy around wedding events at this venue around Valentines Day in February - as per supporting statement/documents submitted b) To note the following planning decisions relating to Brantham:	CHAIR

	DC/26/01751 - Brookland Farm, Brantham Hill, Brantham, Manningtree Suffolk CO11 1ST Change of use of barn to 1 No. self build/custom build dwelling following approval DC/25/05184, alteration to original approval to allow for a symmetrical roof design. PLANNING PERMISSION GRANTED DC/26/03141 - 12 Palfrey Heights, Brantham, Manningtree, Suffolk, CO11 1SE, Householder Application - Erection of a single storey rear flat roof extension PLANNING PERMISSION GRANTED	
PC 10.26.12	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 b) OUTDOOR SPACES - To receive and update on the Procurement and Tendering process for Brantham Skate Park c) GREEN ISSUES – To receive an update in relation to green issues/biodiversity in Brantham d) GREEN ISSUES – To receive an update on Brantham In Bloom project and agree next steps as appropriate e) SAFETY – To receive an updates on the appointment of a PCSO for Brantham and receive reports on safety-related issues f) ROADS - To receive an update on the project to create a safe crossing point on the A137 g) COMMUNITY ENGAGEMENT – To receive an update from Cllr Osben and Assistant Clerk ref. Brantham Community Events h) To receive any other updates from Cllrs relating to their areas in the Brantham 2034 plan	CHAIR CLERK MCL MCL MB/ MCH A.CLERK EO/LW ALL
PC 10.26.13	NEIGHBOURHOOD PLANNING a) To receive an update on Neighbourhood Plan for Brantham b) To consider/agree any other next steps as appropriate	ASS. CLERK
PC 10.26.14	REPORTS FROM COUNCILLORS – (PAPER 9- 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 10.26.15	COMMUNITY EMERGENCY PLAN a) To receive an update on the progress of the Brantham Parish Council Community Emergency Plan b) To consider/agree any other next steps as necessary	CHAIR
PC 10.26.16	DATES OF FORTHCOMING MEETINGS – all taking place at Brantham Village Hall a) Finance Committee meeting – Wednesday 28 October 2026, 7pm b) Parish Council meeting – Wednesday 04 November 2026, 7pm	CHAIR
PC 10.26.17	IN CAMERA a) To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed b) To review and update sanctions implemented following persistent and vexatious correspondence from a member of the public c) To review correspondence received in relation to search for Noah Woods (PAPER 10) d) To note correspondence received ref. fencing of Decoy Pond and agree a position and response from Brantham Parish Council (PAPER 11)	CHAIR

Signed:

A handwritten signature in black ink, reading "S. Keys." with a period at the end. The signature is written in a cursive style.

Sarah Keys Clerk to the Council