



BRANTHAM Parish Council

Brantham Parish Council
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The Parish Councillors of BRANTHAM PARISH COUNCIL are summoned to attend the Parish Council Meeting on
Wednesday 01 October 2025 commencing at 7pm at Brantham Village Hall.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the
public and press are not lawfully excluded.

The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in
person may submit written representations on issues to be covered in the agenda or items in general which will be
noted for further consideration.

All associated papers for the meeting can be found [here](#).

AGENDA

PC 10.25.01	OPENING INCLUDING STATEMENT	CHAIR
PC 10.25.02	APOLOGIES FOR ABSENCE a) Council to receive apologies for absence b) Council to consent to accept apologies received	CLERK
PC 10.25.03	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 10.25.04	MINUTES OF PREVIOUS MEETINGS a) To consider and approve the minutes of the previous Parish Council meeting held on 03 September 2025	CHAIR
PC 10.25.05	REPORTS FOR INFORMATION – to receive written reports for information only: a) County Councillor Simon Harley b) District Councillor Alastair McCraw	CHAIR
PC 10.25.06	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 10.25.07	CLERK'S REPORT (PAPER 1) - to receive and consider information from the Clerk and Assistant Clerk and 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 10.25.08	STATUTORY INFORMATION a) To note Notice of consultation under Regulation 16 of the Neighbourhood Planning (General) Regulations 2012 ~ The Tattingstone Neighbourhood Plan 2024 – 2037 and consider process for making a response as appropriate b) To note changes to the Parish Council Committee Structure	CHAIR
PC 10.25.09	FINANCE REPORT a) To review the minutes of the Finance Committee and note any decisions made b) To consider/review any proposals received from the Finance Committee (noted in the minutes)	EO EO

	<p>c) To review and approve request from Brantham 1st Brantham Cub Scout Group for the purchase of Daffodil bulbs at a cost of £39.58 (PAPER 2)</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 30 September 2025 (PAPER 4 – TO FOLLOW)</p> <p>f) To note the budget to actual statement for the period ending 30 September 2025 along with the budget monitoring paper (PAPER 5 & 6 – TO FOLLOW)</p> <p>g) To note the quarterly CIL report to 30 September 2025 including nominal sums for potential CIL expenditure for the coming year and receipts received (PAPER 7)</p> <p>h) To note the quarterly donations spend to 30 September 2025 (PAPER 8)</p>	<p>RFO</p> <p>RFO</p>
PC 10.25.10	<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/25/03942</p> <p>3 - 5 Acacia Court Blenheim Close Brantham Manningtree Suffolk CO11 1TR</p> <p>Elevational changes to insert new goods delivery door and construction of new goods delivery ramp</p> <p>b) To note the following planning decisions relating to Brantham</p> <ul style="list-style-type: none"> • DC/25/03441 <p>Brookland Farm, Brantham Hill, Brantham, CO11 1ST</p> <p>Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 3, Class Q</p> <p>Conversion of 1 no. agricultural barn into 1 no. 3 bedroom dwelling with associated parking and amenity space.</p> <p>PRIOR APPROVAL REFUSED</p> <ul style="list-style-type: none"> • DC/25/02196 <p>Braham Hall, Brantham Hill, Brantham, Manningtree Suffolk CO11 1NN</p> <p>Erection of a rear extension and Internal alterations.</p> <p>PLANNING PERMISSION REFUSED</p> <ul style="list-style-type: none"> • DC/25/02197 <p>Braham Hall, Brantham Hill, Brantham, Manningtree Suffolk CO11 1NN</p> <p>Application for Listed Building Consent - Erection of a rear extension and Internal alterations</p> <p>APPLICATION FOR LISTED BUILDING CONSENT REFUSED</p> <ul style="list-style-type: none"> • Discharge of Conditions Application for DC/25/02972 - Condition 6 (Acoustic Assessment) and Condition 8 (Highways - Parking and Turning) <p>2 Cedar Close, Brantham, Manningtree, Suffolk CO11 1TQ</p> <p>CONDITION 6 – no need to be discharged because no external or fixed equipment is to be installed at this time</p> <p>CONDITION 8 - Discharged</p>	<p>CHAIR</p>
PC 10.25.11	<p>BRANTHAM 2034 - to consider matters related to Brantham 2034 Strategic Vision and in particular:</p> <p>a) To receive any updates from Skate Park Working Group and consider/agree any next steps as necessary</p> <p>b) To receive an update on proposals for allotments in Brantham</p> <p>c) To receive an update on Affordable Housing Project and agree any next steps as appropriate</p> <p>d) To note the areas of responsibility currently vacant and agree lead councillors</p>	<p>AE</p> <p>MC</p> <p>EO</p> <p>ALL</p>

	e) To receive any other updates from Cllrs relating to their areas in the Brantham 2034 plan	ALL
PC 10.25.12	<p>WAR MEMORIAL PLAQUES</p> <p>a) To note public comments made on social media about lack of access to Factory Lane War Memorial Plaques</p> <p>b) To consider/approve proposal from VH Management Committee that the plaques be mounted on the outside of the Village Hall until such time as the War Memorial is open to the public or relocated</p> <p>c) To consider/approve any other next steps as appropriate</p>	EO
PC 10.25.13	<p>NEIGHBOURHOOD PLANNING</p> <p>a) To note agreement from Cllr Chamberlain to lead the Neighbourhood Plan process</p> <p>b) To receive an update on Neighbourhood Plan for Brantham</p> <p>c) To note the date of the NP Consultation event on 25 October 2025, 10am – 2pm</p> <p>d) To consider/agree next steps as appropriate</p>	RC
PC 10.25.14	<p>KISSING GATES AT SYCAMORE WAY</p> <p>a) To receive an update on proposals for the gates</p> <p>b) To consider/agree next steps as appropriate</p>	AM
PC 10.25.15	<p>REPORTS FROM COUNCILLORS – (PAPER 9)</p> <p>a) To receive a report from the Parish Chairman and agree any actions as necessary</p> <p>b) To receive any other points to note from committees, sub-committees & working groups</p> <p>c) To consider/approve any proposals or next steps as appropriate</p>	CHAIR CHAIR ALL
PC 10.25.16	<p>DATES OF FORTHCOMING MEETINGS – all taking place at Brantham Village Hall</p> <p>a) Finance Committee meeting – Wednesday 22 October 2025, 7pm</p> <p>b) Parish Council meeting – Wednesday 05 November 2025, 7pm</p>	CHAIR
PC 10.25.17	<p>IN CAMERA ITEM</p> <p>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</p> <p>b) To note changes to staff working arrangements as approved by the Finance Committee following resignation of the Assistant Parish Clerk</p>	CHAIR

Signed:



Sarah Keys Clerk to the Council