



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 04 September 2019, 7.30pm held at Brantham Village Hall

PRESENT: Cllrs V Abrahams, M Aherne, C Elliott, J Heywood, E Osben, C Phillips, G Rasch, P Revell
P Saward.

CHAIRPERSON: Cllr A McCraw

IN ATTENDANCE: S Keys (Clerk), 6 members of the public, County Councillor Dave Wood

PC 09.19.01 OPENING

The Chair declared the meeting open at 7.30 pm and thanked all for attending. A statement was read out by the Chair indicating that, in accordance with legislation, the public and councillors were permitted to film, record, photograph or use social media in order to report on the proceedings of the meeting. A full transcript is available from the Clerk.

The Chair reminded the public that a Council meeting is not a public meeting, it is a meeting conducted in public. Members of the public, the press, and District, Borough or County Councilors are invited to attend our meetings and contribute during the public forum. Comments from the public during the remainder of the meeting should be by invitation from the Chair only.

PC 09.19.02 APOLOGIES

Cllr E Osben

PC 09.19.03 DECLARATION OF INTEREST AND LOCAL NON-PECUNIARY INTERESTS

- a) There were no local non-pecuniary interests declared for the Agenda under discussion.
There were no gifts of hospitality exceeding £25 declared.
- b) There were no requests for dispensations for the Agenda under discussion

PC 09.19.04 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 03 July 2019. Cllr Aherne proposed that the minutes should be approved as a true and accurate record of the meeting, this was seconded by Councillor Abrahams and aif by the Council.

The Council reviewed the actions from the previous meeting:

MINUTE NO.	ACTION	Dismissed/ Ongoing
Public Session	Discuss the issue of pollarding the trees along Brooklands Road with SCC and BDC <i>The Clerk confirmed that this had been taken forward with Councillor McCraw. A member of the public updated that this matter had been discussed further with SCC who have now agreed to undertake this work and are currently awaiting a date for this from their contractor.</i>	Dismissed
Public Session	Draft letter for Manningtree Town Council offering support from	Dismissed



	Brantham Parish Council for keeping Manningtree Library open. <i>The Clerk confirmed that she had spoken to the Library who had confirmed that they are now protected from closure.</i>	
PC 06.19.09	Send road names suggestions to Clerk <i>Completed</i>	Dismissed
PC 07.19.07	Review Brantham bus shelters and present a report on repairs necessary at next Parish Council meeting. <i>Cllr Phillips gave the following report:</i>	Services Committee
PC 07.19.08	Respond to resident with concerns about play areas in the village <i>Completed</i>	Dismissed
PC 07.19.08	Respond to residents thanking them for their nomination and informing them that this will be considered <i>Completed</i>	Dismissed
PC 07.19.08	Respond to local resident informing her of the Parish Council's limited powers in this area and requesting that she writes to the Bugle independently and considers contacting the police should she experience any further issues. <i>A meeting has been arranged between Cllr McCraw and this resident to discuss this matter further</i>	Dismissed
PC 07.19.08	Inform Rainbows leader that the Council agreed a campfire on the LPF <i>Completed</i>	Dismissed
PC 07.19.09	Draft a nomination for the VH to the Community Awards Scheme. <i>Completed, the nomination was not successful on this occasion.</i>	Dismissed

PC 09.19.05 PUBLIC SESSION

A written report had been submitted from Cllr. Wood (available as Appendix B). Cllr Wood drew attention to the following issues:

- The major issues experienced by members of the public following the new Home to School transport policy
- Plans to reduce the number of Councillors from 75 – 70 or less. A report will be compiled by 2020 when it will go for public consultation with a view to implementing proposals in time for the 2021 elections.
- Agreed funding for the BPC SID – Cllr Wood confirmed that this money was definitely agreed and should be received by the Council in the near future.
- Concerns raised about signage for the cycle route from Cattawade to Manningtree. Cllr McCraw highlighted that the work is not yet finished and that the route will be signed once complete

Cllr McCraw updated the Council on the following issues:

- The 10 week consultation on the Joint Local Plan is now underway, a number of public events have been held but public attendance has been poor. The aim is that the plan will be adopted by Spring 2020.



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- Changes to the days/times for waste collection have caused some confusion in the district but these seem mostly resolved now. The Scrutiny Committee has requested report to review the process and how it was managed.
- New leisure projects in Hadleigh and Sudbury are going ahead and the recent summer initiative for free swims for children was well-received.
- Live streaming of some Council meetings is now taking place and these can be viewed on YouTube.

There were no questions or comments from the public.

PC 09.19.06 FINANCE REPORT

- a) To receive the external auditor report and certificate for the year ending 31 March 2019 – Cllr Heywood proposed that the Council accepted the external audit noting that there were no matters which came to their attention requiring the issuing of a separate additional issues arising report, this was seconded by Cllr Aherne, aif. As the audit had been concluded and the certificate accepted by the Council, the Clerk confirmed that she would advertise the conclusion of the audit.
- b) To note the balance of accounts - The Clerk reported the following balances as at 31 August 2019:
 - Current Account - £5000.00
 - Deposit Account - £115,661.90
 - Salaries Account - £206.95
- c) The Council noted Appendix A; the accounts awaiting payment, the accounts paid since the last meeting and the receipts allocated since the last meeting. Cllr Aherne proposed that Appendix A was approved by the Council. This was seconded by Cllr Abrahams, aif.

PC 09.19.07 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee
 - a) To update on any actions since the last meeting – There had been no meeting over the summer and therefore nothing to report.
 - b) To consider/agree the request for contribution from Brantham Village Hall Management Committee – Cllr McCraw proposed that this request was approved, this was seconded by Cllr Saward, aif. Following discussion it was agreed that the Parish Council agreed that in principle it would provide financial support to the ongoing update of the toilets project. Cllr Heywood agreed to provide a quote for the full work to the next meeting of the Finance Committee on 25 September 2019.
 - c) To consider/agree any other proposals presented by the Finance Committee – none.
2. Recreation Sub-Committee
 - a) To update on any general actions since the last meeting – Three members of the Recreation Sub-Committee had met on the LPF to discuss possible projects to update the play equipment. Quotes for a skate ramp are currently being sought and consideration is being given to outdoor gym equipment.
 - b) To consider/approve any actions or expenditure required – None.
3. Planning Committee
 - a) To note recommendations made by the Committee – No meeting over the summer. Cllr Saward highlighted the correspondence from Gladman Developers re: the proposed development of 150 at Brantham Hill and correspondence from Hopkins Homes re: the proposed development of 160 homes at Church Farm Field. A response from the Parish



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Council Planning Committee will be made to both of these applications when applications are submitted to BDC.

Cllr McCraw informed the Council that the application for 60 homes at Slough Road will be considered by BDC next week.

- b) To note the planning decisions received – see above
- 4. Village Hall Management Committee
 - a) To update on actions since the last meeting –Nothing to report
- 5. Footpaths Sub Committee
 - a) To consider/agree any proposals presented by the Footpaths Sub-Committee – Cllr Phillips highlighted a fallen sign at the bottom of Sandy Lane.
- 6. Services Sub Committee
 - a) To consider/agree any proposals presented by the Services Sub-Committee – nothing to report.
- 7. Legal Sub Committee
 - a) To consider/agree any proposals received from the Legal Sub Committee – Cllr McCraw informed the Council that further paperwork is currently awaiting for to enable the Parish Council to sign the Deed of Easement for work at the LPF.
- 8. BLC Representative - Nothing to report
- 9. SALC Representative – nothing to report
- 10. SNT Representative – nothing to report

PC 09.19.08 CORRESPONDENCE TO NOTE/ACTION

The Clerk reviewed the correspondence that had been received in August 2019 (copies had been circulated to Councillors prior to the meeting). Councillors noted the following:

- 1. An email received from a local resident raising concerns about litter and dog mess on GPL Play area and asking the Council to consider banning dogs from the play area. The Council discussed this request and agreed that this would not be fair on responsible dog owners, would probably not impact on irresponsible dog owners and would be difficult to police.
ACTION – Clerk to respond to the resident on behalf of the Parish Council.
- 2. A letter from a local resident raising concerns about cyclists on Acacia Court. The Council noted the new signage put up by the Co-op which seems to be keeping bicycles off the forecourt.
- 3. An email from a local resident asking the Council to re-consider trying to work with SCC to implement a 20mph speed limit along Church Lane and School Lane. Cllr Wood confirmed that this road did not meet the criteria outlined in the SCC policy and so would not be agreed.
ACTION – Clerk to respond to the resident with this information.

PC 09.19.09 MISCELLANEOUS CORRESPONDENCE

All miscellaneous correspondence by email had been forwarded to Councillors during the month.

PC 09.19.10 PROTECTION OF DECOY POND

- a) To consider the contributions request received from a local resident – Cllr McCraw confirmed that this application has now been fully funded and this request is therefore no longer necessary.
- b) To consider an appropriate donation from Brantham Parish Council – see above
- c) To consider/agree any other support that can be offered by BPC – the Council agreed that it was supportive of this initiative.



PC 09.19.11 INDUSTRIAL SITE AND GREENFIELD SITE DEVELOPMENT

- a) To receive an update on recent/forthcoming activity on Industrial and Greenfield site – Cllr Elliott confirmed that the cycle path markings and double yellow lines would soon be in place on Factory Lane.

Cllr McCraw informed the Council that the work at the Brooklands Road access point is now underway and he is currently working with the contractor and local residents to manage any on-site issues.

Work has begun on the Public Open Space. It is anticipated that Phase 1 will take 6-8 weeks and phase 2 which will include planting will take around two weeks and is likely to be finished at the end of November.

PC 09.19.12 DATE OF NEXT MEETING

Wednesday 02 October 2019, 7.30pm at Brantham Village Hall

The meeting closed to the public at 8.43pm

SIGNED.....DATED.....



ACTIONS

MINUTE NO.	ACTION	Who
PC 07.19.07	Review Brantham bus shelters and present a report on repairs necessary at next Parish Council meeting.	Services Committee
PC 09.19.08	Respond to resident re: queries on GPL Play area	Clerk
PC 09.19.08	Respond to local resident re: request for 20mph speed limit on Church Lane and School Lane	Clerk



APPENDIX A

PC 09.19.07 FINANCE REPORT

ACCOUNTS AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Parish Clerk – Salary July 2018	BACS	£1002.41		£1002.41	LGA 1972, s.112
Parish Clerk – Office July 2018	BACS	£20.00		£20.00	LGA 1972, s. 112
Phil Wainwright – Litter Picker July 2018	BACS	£191.90		£191.90	Open Spaces Act 1906, ss.9 and 10
Tina Bird – Litter Picker (July 2018)	BACS	£230.48		£230.48	Open Spaces Act 1906, ss.9 and 10
Parish Clerk – Salary(August 2018)	BACS	£1002.41		£1002.41	LGA 1972, s.112
Parish Clerk – Office (August 2018)	BACS	£20.00		£20.00	LGA 1972, s. 112
Phil Wainwright – Litter Picker (August 2018)	BACS	£191.70		£191.70	Open Spaces Act 1906, ss.9 and 10
Tina Bird – Litter Picker (August 2018)	BACS	£230.48		£230.48	Open Spaces Act 1906, ss.9 and 10
B.M.L Maintenance Payment	SO	£332.00		£332.00	Local Government (miscellaneous Provisions) Act 1976, s.19
Community Heartbeat Trust (Replacement pads for defibrillator)	003298	£81.00		£81.00	General Power of Competence
PKF Littlejohn LLP (External Audit 2018-19)	003299	£300.00	£60.00	£360.00	LGA 1972
Babergh District Council (Parish Election charges for 02 May 2019)	003300	£2128.37		£2128.37	LGA 1972
Shaun Garrad (Repair of fence at LPF)	003301	£1606.00		£1606.00	General Power of Competence
Paul Brackley (June – August 2019 Grounds Maintenance)	003302	£1830.00		£1830.00	Open Spaces Act 1906

ACCOUNTS PAID SINCE THE LAST MEETING	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
O2 Clerk's phone – July 2019)	DD	£17.58	£3.52	£21.10	LGA 1972
O2 (Clerk's phone – August 2019)	DD	£17.58	£3.52	£21.10	LGA 1972
NEST (Clerk's pension payments – July 2019)	Debit Card	£39.32		£39.32	LGA 1972
East of England Co-Op (Postage stamps)	Debit Card	£7.80		£7.80	LGA 1972
HMRC Employer's PAYE & NI Quarter 1	Debit card	£436.90		£436.90	LGA 1972



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RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£5.26



APPENDIX B

Parish Report September 2019

Councillor
David Wood

Triangle
Ipswich Road
Tattingstone, Ipswich
IP9 2NN



Hundreds of children still unsure about school transport arrangements

In September 2019, Suffolk County Council's new Home to School transport policy will be implemented. Children moving to a new school will only receive free transport from the council if it is their nearest school and more than 2 miles from their homes. All eligible parents were asked to opt-in and apply for transport, and those who were not eligible for free transport were offered the opportunity to buy a spare seat on SCC school buses.

However, 472 applications for home-to-school transport remained outstanding at the end of August, with families unsure of whether they would be allocated a seat on an SCC school bus in time for the start of the new school year.

First stage of Boundary Commission review

The Local Government Boundary Commission for England is currently undertaking a review of Suffolk County Council, to determine both the number of councillors and the boundaries between divisions.

For the first stage of the review, the Liberal Democrat, Green and Independent Group submitted a proposal to keep councillor numbers in Suffolk at a minimum of 75, with the potential for an increase to 80. This was based on the need to ensure proper local representation and encourage diversity amongst councillors, which consequently requires a more manageable workload. Furthermore, given the predicted population growth in Suffolk and the reduced funding that local government is receiving, it is likely that councillor workloads will only continue to increase in the future.

The Conservative and Labour Groups submitted a joint proposal asking for a reduction to 70 councillors.

The next stage of the review will determine the new division boundaries and will include two public consultations. The review is expected to be completed by July 2020.



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My sponsored walk

I'll be completing my sponsored 60-mile walk along the Suffolk coast on 13-16th September, to raise money for Multiple System Atrophy Trust in memory of my wife. If you would like to sponsor me, my Just Giving page is: <https://www.justgiving.com/fundraising/david-wood143>