



MINUTES

BRANTHAM PARISH COUNCIL MEETING

Wednesday 02 June 2021, 7.30pm held at Brantham Village Hall

PRESENT: Cllrs M Aherne, M Bridgeman, LCherry, C Couchman, J Heywood, S Markham, E Osben, P Revell, P Seward

CHAIRPERSON: Cllr A McCraw

IN ATTENDANCE: S Keys (Clerk), 2 members of the public

PC 06.21.01 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 06.21.02 APOLOGIES

Cllr G Rasch. Cllr Bridgeman proposed that these apologies were accepted, this was seconded by Cllr Osben and aif.

PC 06.21.03 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 06.21.04 COUNCILLOR CO-OPTION

- a) To note receipt of the signed Declaration of Acceptance of Office for Cllrs Cherry and Markham – the Council noted the receipt of the signed Declaration of Acceptance of Offices and welcomed Cllrs Cherry and Markham to the Council.

PC 06.21.05 PARISH COUNCIL MEETING MINUTES

The Council considered the minutes of the Parish Council meeting held on 19 May 2021. Cllr Heywood proposed that the minutes were approved, this was seconded by Cllr Couchman, 2 Cllrs abstained from the vote, all other Cllrs voted in favour of the motion. The Council noted the signing of the minutes by the Chair of the meeting.

PC 06.21.06 ACTION POINTS FROM THE PREVIOUS PARISH COUNCIL MEETING

MINUTE NO.	ACTION	Ongoing/ Dismissed
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PC 04.21.06	Contact Paul Brackley to request key to Scout Hut gate <i>The Chair confirmed that he had continued to chase the key but this had not been made available yet.</i>	Ongoing
PC 05.21.12	Report missing footpath sign at New Mill Lane to SCC <i>To be completed</i>	Ongoing
PC 05.21.12	Discuss bollards at Red Bridge site with Environment Agency <i>To be completed</i>	Ongoing
PC 05.21.16	Thank cub scout group for the litter picking in Brantham <i>Completed</i>	Dismissed

PC 06.21.07 PUBLIC SESSION

A written report had been submitted from Cllr. Harley (available as Appendix B). The report included a query about whether Brantham would like to consider the possibility of a pedestrian crossing in the village. Following discussion the Council agreed that a copy of the report into this matter commissioned by BPC should be sent to Cllr Harley. **ACTION** – Clerk to send report.

Cllr McCraw gave a report on the following issues:

- COVID outbreak in Needham Market
- Business grants
- Grants issued to Sports and leisure provision
- BDC had held Annual Council Meeting. Adrian Osbourne had been appointed as the new Chair.
- Cllr McCraw has been asked to serve as a cabinet member
- BDC will be providing a reporting tool for fly-tipping on their website.
- Joint Local Plan has now been submitted. Hearings will take place soon and the plan will be reviewed by the Planning Inspectorate and the Secretary of State.
- Babergh and Mid Suffolk have been awarded funds to help address the issue of rough sleepers.

The following questions/comments were received from the public:

- A local resident queried if Cllr Heywood would be willing to help him clear the weeds at the top half of Cinder Path. Cllr Heywood agreed to help with this task.
- A further question was received about who should be clearing this path in future. Cllr McCraw confirmed he is still working with Taylor Wimpey on this since they have been identified as the land owners. It was agreed that for the interim the Parish Council's Grounds Maintenance Contractor should be asked to undertake this work. **ACTION** – Clerk to contact Dave Childs about this.
- A resident highlighted that the surface of Cinder Path will need to be repaired at some point in the near future along with the footpath along Factory Lane which is already breaking up.

PC 04.21.08 FINANCE REPORT

- a) To note and approve the balance of accounts as at 30 May 2021 - The Clerk confirmed that the balance of accounts would be included on the next agenda.
- b) The Council noted Appendix A circulated by the Clerk which detailed the accounts awaiting payment, the accounts paid since the last meeting and the receipts allocated since the last



meeting. Cllr Osben proposed that Appendix A was approved by the Council, this was seconded by Cllr Heywood and aif.

PC 06.21.09 BPC COMMITTEE STRUCTURE

- a) To consider/agree the BPC Committee structure for 2021-22 – the Council reviewed the document as circulated by the Clerk and updated representation on Committees, sub-committees and working groups. Following discussion Cllr Saward proposed the Committee structure as detailed at Appendix C, this was seconded by Cllr Bridgeman and aif.

PC 06.21.10 REPORTS FROM COMMITTEES AND REPRESENTATIVES

1. Finance Committee

- a) To update on any actions since the last meeting – Cllr Aherne confirmed that a meeting had been held on 26 May 2021. The Committee had discussed and approved the new laptop and printer as proposed by the RFO, a means to make and approve payments online – this is still under investigation, the existing rent holiday for Brantham Management Ltd and the litter bin provision in Brantham. It was agreed that the Services Sub-Committee should compile a report and proposal for the Finance Committee.
- b) To consider/agree proposals for contributions from the Finance Committee – Cllr Aherne confirmed that the Finance Committee had agreed that the BML rent holiday would be extended to the end of June 2021 at which point BML would be expected to re-commence their quarterly rent payments.
- 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 – no meetings of the sub-committee since the last Parish Council meeting.
- b) To consider/approve any actions or expenditure as required - none

3. Planning Committee

- a) To note recommendations made by the Committee – No meeting held this month
- b) To note the planning decisions received – No meeting held this month

4. Village Hall Management Committee

- a) To update on actions since the last meeting – Cllr Heywood confirmed that there had been no VHMC committee meeting in May 2021.
The Electrical report has been received from Darren Hicks and this will be reviewed by the VHMC and VH Working Group in the near future.
- b) To consider/agree any actions/expenditure necessary – None
- c) To receive an update from the VH working Group – a meeting will be held in the near future.
- d) To consider/agree any proposals made by the VH Working Group – nothing to report
- e) To consider/agree next steps as necessary – nothing to report.

5. Footpaths Sub Committee

- a) To consider/agree any proposals presented by the Footpaths Sub Committee – Cllr Osben confirmed that he had attended at Brantham Open Space (BOS) meeting. The group is currently considering projects and awaiting accreditation from Suffolk County Council.

6. Services Sub Committee

- a) To consider/agree any proposals presented by the Services Sub Committee – nothing to report

7. Legal Sub Committee



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- a) To receive an update from Cllr Bridgeman on the review of the current lease held with BML – the Council agreed to move this discussion to the In Camera section of the meeting.
- b) To consider/agree any proposals received from the Legal Sub Committee – nothing to report
8. SALC Representative – nothing to report
9. BLC Representative – nothing to report
10. SNT Representative – nothing to report

PC 04.21.11 CORRESPONDENCE TO NOTE/ACTION

The Clerk reviewed the correspondence that had been received in March 2021 (copies had been circulated to Councillors prior to the meeting). Councillors noted the following:

- Email from local resident with FOI request re: response to consultation – the Clerk confirmed that she had responded and supplied the requested information
- Email from local resident with concerns re: footpath along Bergholt Road – following discussion it was agreed that this issue should be addressed with SCC. **ACTION** – Clerk to report this via the SCC reporting tool and forward to Simon Harley for his support
- An email chain from BLC/BML reps re: Facebook comments from a member of the public – included for information
- A number of emails from a member of the public relating to a Freedom of Information request – included for information. This is being addressed under the rules of the FOI Act.

PC 06.21.12 MISCELLANEOUS CORRESPONDENCE

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

PC 04.21.13 INDUSTRIAL SITE DEVELOPMENT UPDATE

- a) To receive an update on recent/forthcoming activity on Industrial and Greenfield site – Cllr McCraw updated the Council that work should be commencing on the footpath from Merriam Close to Decoy Pond in the near future and that discussions about work still to be done on the Open Space continue between SFG and BDC. Cllr Osben queried what work SFG might be doing on the footpath to the railway crossing. Cllr McCraw informed the Council that this work is the responsibility of SCC. **ACTION** – Clerk to query proposed works in this area with Cllr Simon Harley.
- b) To agree any other next steps as necessary – none.

PC 04.21.14 DATE OF NEXT MEETING

Wednesday 07 July 2021, 7.30pm at Brantham Village Hall

PC 06.21.15 IN CAMERA ITEM

Cllr McCraw proposed that as per section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the meeting should be closed to the public due to the confidential nature of the business to be transacted. This was seconded by Cllr Bridgeman and aif.

The meeting closed to the public at 8.34pm



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



ACTIONS

MINUTE NO.	ACTION	WHO
PC 04.21.06	Contact Paul Brackley to request key to Scout Hut gate	Cllr McCraw
PC 05.21.12	Report missing footpath sign at New Mill Lane to SCC	Clerk
PC 05.21.12	Discuss bollards at Red Bridge site with Environment Agency	Cllr McCraw
Public session	Send copy of pedestrian crossing feasibility report to Cllr Harley	Clerk
Public session	Ask Dave Childs to clear Cinder Path on a regular basis	Clerk
PC 06.21.11	Report verge infringement along Bergholt Road to SCC and ask Cllr Harley for support with this issues	Clerk
PC 06.21.13	Query what SCC will be doing to improve footpath to the railway crossing with Simon Harley	Clerk



APPENDIX A

PC 06.21.08 FINANCE REPORT

ACCOUNTS TO BE AGREED FOR PAYMENT	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
D Childs Grounds Maintenance May 2021	003375	£410.00		£410.00	Open Spaces Act 1906, ss.9 and 10

ACCOUNTS PAID SINCE THE LAST MEETING	Chq/Debit Card/SO	NET	VAT	TOTAL	Powers Used
Parish Clerk – Salary	BACS	£1203.30		£1203.30	LGA 1972, s.112
Parish Clerk – Office	BACS	£20.00		£20.00	LGA 1972, s. 112
Phil Wainwright – Litter Picker	BACS	£210.76		£210.76	Open Spaces Act 1906, ss.9 and 10
Tina Bird – Litter Picker	BACS	£253.23		£253.23	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
Brantham Village Hall Maintenance Payment	SO	£250.00		£250.00	General Power of Competence, Localism Act 2011, ss.1-8
O2 (Clerk's mobile phone)	DD	£18.05	£3.61	£21.66	LGA 1972
ZOOM Video Communications Inc (Online Meetings package)	DD	£11.99	£2.40	£14.39	The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020
Banana Print (Compliments slips)	DC	£24.90		£24.90	LGA 1972
Amazon (Toner Cartridges)	DC	£37.49	£7.50	£40.50 Incl. discount)	LGA 1972
Amazon (Printer paper)	DC	£20.82	£4.16	£24.98	LGA 1972
Currys PC World (Laptop and Printer)	DC	£924.16	£184.83	£1108.99	LGA 1972

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£0.97



APPENDIX B

Parish Report May 2021

Councillor Simon Harley

I have been attending induction training sessions this month in subjects such as Cyber security, Understanding the Council's decision making process, Committees, Finance, Procedures at Meetings, Equality and Inclusion, Growth, Highways and Infrastructure, Public Health, Adult and Community Services, and have quite a lot more to attend in June and July.

There has not been much in the way of Council business at the stage of the 4 year cycle but we had the AGM of the County Council at Wherstead Park on 27th May.

This was a formal session essentially to decide the new administration structure and individuals. The Conservative Party are a very dominant force with 55 Councillors and nominated and elected Graham Newman again as Chairman and Matthew Hicks as Leader of the Council. They also nominated the Chairs of all the Committees including those of Scrutiny, despite it being pointed out that it was felt to be good practice to include members of the opposition group in at least some of these posts.

The opposition 'GLI' group, of which I am a member, comprises the 9 Green Party Councillors with 4 Liberal Democrats and 2 Independents. The leader of this group is Andrew Stringer. I have been appointed group spokesperson on Public Health and Biodiversity.

The dominant group have promised to 'Build back better and greener' and we will be trying to hold them to account for this, and work for the benefit of all the people of Suffolk.

My other work this month has consisted of responding to emails from residents, usually about Highway matters, and registering these problems with Highways.

With respect to Brantham in particular, I have contacted Mary George about the problems with the Bridleway through the factory site, and its replacement adjacent to the new building works, however she has not replied to me yet about this. I have also logged the problems with the eroded bridleway adjacent to the sewage works on the Highways reporting tool and will also be following this up.

I would be interested in the opinion of Brantham Parish Council as to whether there is a desire to explore the possibility of pedestrian crossings over the A137 as has been requested by residents in the Birch Drive area and The Bull area. This would help to slow traffic (which is a frequent complaint to me) as well as providing safe routes across the A137 for pedestrians, which is not the case at present. I understand this has been an ongoing issue for some time but am not sure what level of work has already been done on this.

I have received the following press release which is of interest to us on the Peninsula:

Suffolk Waste Partnership News release:

For immediate release: Tuesday 25 May 2021



For more information please contact: Cheryl Gray, Senior Communications Officer,
01473264389, Cheryl.Gray@Suffolk.gov.uk

Images are available to download via:

<https://www.flickr.com/photos/suffolkcountycouncil/albums/72157719221070032>

#Scrapflytipping campaign says there is no excuse.

Flytipping remains an issue in Suffolk as it does across the entire country, with more than four and a half thousand incidents reported last year alone. It costs hundreds of thousands of pounds to clear and this is paid for by Suffolk residents, as well as farmers and other landowners.

In response, Suffolk's Flytipping Action Group (STAG) which includes the county, district and borough councils, the Environment Agency, Suffolk Constabulary, the Forestry Commission, the Broads Authority, the National Farmers' Union (NFU) and the Country Land and Business Association (CLA), is promoting the **#Scrapflytipping** campaign.

Cllr. James Mallinder, Chair of the Suffolk Waste Partnership, said:

"There is no excuse for flytipping and it will not be tolerated in Suffolk. It is an incredibly selfish act and a blight on our local environment, a source of pollution, a potential danger to public health and a hazard to wildlife.

"Part of the problem is caused when people allow their waste to be taken away by unlicensed waste carriers, so it is essential that the public make sure that only licensed waste carriers are used. This can be easily checked by asking to see their Waste Carrier Licence or by looking up the company, either on the Environment Agency website or by telephoning 03708 506 506."

If illegally discarded, waste is traced back to the owner and if a licenced waste carrier hasn't been used to dispose of the waste, then the owner will be fined. Even if it wasn't the owner who carried out the act of flytipping.

Members of the public and businesses are being urged to remember the SCRAP code to stop flytipping in Suffolk:

- **Suspect ALL waste carriers.**
- **Check with the Environment Agency on 03708 506 506 that the provider taking your waste away is licensed.**
- **Refuse unexpected offers to have waste taken away.**
- **Ask what will happen to your waste.**
- **Paperwork should be obtained – get a full receipt.**



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For more information about fly-tipping and legal ways to get rid of unwanted items, please see www.suffolkrecycling.org.uk/fly-tipping.

The **#Scrapflytipping** campaign will launch on 25 May 2021 and will be promoted across Suffolk by all partners until April 2022.

Cllr. James Mallinder, Chair of the Suffolk Waste Partnership, is available for interview upon request. Please contact Cheryl.Gray@Suffolk.gov.uk.



APPENDIX C - Brantham Parish Council Committee Structure 2021-22

Type	Name	Chairperson	Date Appointed	Committee members	Meeting schedule
Committee	Finance	Mark Aherne	02 June 2021	1. Alastair McCraw 2. RFO (Non Voting) 3. Eric Osben 4. Mal Bridgeman	Monthly
Committee	Planning	Paul Saward	02 June 2021	1. Eric Osben 2. Mark Aherne 3. Mal Bridgeman	Monthly
Sub Committee	Legal	Mal Bridgeman	02 June 2021	1. Paul Saward 2. Pippa Revell 3. Alastair McCraw	Ad hoc
Sub Committee	Recreation	Jackie Heywood	02 June 2021	1. Chris Couchman 2. Pippa Revell 3. Eric Osben	Ad hoc
Sub Committee	Footpaths & Services	Eric Osben	02 June 2021	1. Mark Aherne 2. Lesley Cherry 3. Gary Rasch 4. Simon Markham	Ad hoc
Representative	SALC	Mark Aherne	02 June 2021		
Representative	Village Hall Management Committee		02 June 2021	1. Jackie Heywood 2. Mal Bridgeman	Bi-monthly
Representative	Safer Neighbourhood Team	Gary Rasch	02 June 2021		Bi- monthly
Representative	Brantham Leisure Centre	Simon Markham	02 June 2021		Monthly
Representative	Community Emergency Planning	Chris Couchman	02 June 2021	Alastair McCraw supporting	Ad hoc