



MINUTES of the PARISH COUNCIL MEETING held on Wednesday 05 June 2024 commencing at 7pm held at Brantham Village Hall.

LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

PRESENT: Cllrs A Edevane, M Bridgeman (Chair), C Donaldson, A McCraw and E Osben.

Also in attendance: S Keys (Clerk), County Councillor S Harley and 2 members of the public.

PC 06.24.01 OPENING

The Chair declared the meeting open at 7pm 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 on the Council's [website](#).

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 06.24.02 APOLOGIES

The council noted apologies from Cllrs Cherry, Heywood and Lancaster. **These apologies were aif.**

PC 06.24.03 DECLARATION OF INTEREST AND LOCAL NON-PECUNIARY INTERESTS

- a) To receive declarations of disclosable pecuniary interests and other registerable interests as detailed in Appendix B of the LGA Model Code of Conduct – there were none declared.
- b) To receive notifications of gifts of hospitality exceeding £50 – there were none submitted.
- c) To note the determination of requests for dispensations for items on the agenda under discussion – there were none to be reported

PC 06.24.04 PARISH COUNCIL MEETING MINUTES

- a) To consider and approve the minutes of the previous Parish Council meeting on 06 March 2024 – Cllr Osben **proposed that Council approve the minutes as a true and accurate record of the proceedings that took place, this was seconded by Cllr Donaldson and approved by the Council, aif.** The Chair signed the minutes as approved.
- b) To note the draft minutes of the Finance Committee available online – these minutes were noted by the Council.

PC 06.24.05 REPORTS FOR INFORMATION

- a) A written report had been submitted from Cllr. Harley (available as Appendix C). Cllr Harley reviewed the report circulated.
- b) A written report from BDC had been circulated by District Cllr McCraw (available as Appendix D)

PC 06.24.06 PUBLIC FORUM

- a) To receive questions and matters of concern from members of the public in attendance on items on the agenda submitted – none.
- b) To receive comments or questions relating to Brantham in particular – none.
- c) To receive questions and comments submitted in writing/email for future consideration by the Council – none.

PC 06.24.07 CLERK'S REPORT

- a) To review actions from the previous meeting:

MINUTE NO.	ACTION	DISMISSED/ ONGOING
PC 05.24.11	Make payment to Brantham VH Management Committee	Dismissed



	<i>Complete</i>	
PC 05.24.12	Request an extension for planning applications <i>Completed</i>	Dismissed
PC 05.24.13	Arrange repair to the dog litter bin at Scout Hut <i>Completed</i>	Dismissed

- b) To receive the reports of items actioned under delegated powers:
- Work on audit has continued through the month – paperwork submitted and queries responded to
 - Met with a resident re: hedge and verge cutting along the A137 – concerns now resolved
 - Met with beacon fabricator and installer at Lower Playing Field and agreed location and installation timeframe.
- c) To receive items of correspondence for noting only - all matters not requiring action from Council have been dealt with under delegated powers with the following items noted:
- Email from Simon Harley providing an update on works to the surface of bridleway next to the sewage works – hoped that this will be improved in the near future.
 - Query re: CCTV at playing field – response sent
 - Request that BPC notes a report re: the Slough Road verge on SCC reporting tool – completed
 - A number of emails relating to the cutting of hedges and verges along A137

PC 06.24.08 STATUTORY INFORMATION

- a) To receive nominations for the vacant posts of Councillor (3) – none received.
- b) To note and approve the updated Finance Regulations – **Cllr Osben proposed that the updated Finance Regulations as circulated by the Clerk should be approved, this was seconded by Cllr McCraw, aif.**

PC 06.24.09 FINANCE REPORT

- a) To note and approve the balance of accounts as at 31 May 2024 - The Clerk informed the balance of accounts were: Current account: £5000.00, Deposit Account: £175,377.91 and Salaries Account: £1568.42. – **the Council approved the balance of accounts, aif.**
- b) To approve the accounts awaiting payment including those coming forth – The Council noted Paper 3. **Cllr McCraw proposed that these payments should be approved, this was seconded by Cllr Osben, aif.** Paper 3 was duly signed by the Chair and the RFO.
- c) To note the accounts paid since the last meeting – the Council noted the accounts paid since the last meeting, **Paper 4 was approved by the Council, aif.** Paper 4 was duly signed by the Chair and the RFO.
- d) To note the receipts allocated since the last meeting – the Council noted the receipts received since the last meeting, **Paper 5 was approved by the Council, aif.** Paper 5 was duly signed by the Chair and the RFO.
- e) To review and approve the Bank Reconciliation for the period ending 31 May 2024 - Council noted the overall bank balances of £181,946.33 across all accounts held in the name of the Parish Council. **All agreed that these balances should be approved, aif.**
- f) To receive an update on the monies held under the CIL Reserve and monies expended to date or coming forth as a bid against the CIL reserve – the Council noted the document circulated by the RFO. Council received the up-to-date position from known expenditure and noted that once all committed funds were realised there would be a potential available balance of £91,901.55.
- g) To note the donations approved to date in 2024-25 – Council noted donations of £483 so far this year.
- h) To note the Finance Committee recommendation to approve a CIL Payment of £5586 to River Stour Trust for improvements to the Cattawade Picnic Site – Council reviewed the funding application received from River Stour Trust. Following discussion **Cllr McCraw proposed that this request should be approved and where possible the Council should pay contractors directly in order to reclaim VAT costs. Where this was not possible the amount including VAT should be paid to River Stour Trust, this was seconded by Cllr Donaldson, aif.**
- i) To receive and adopt the Annual Internal Audit Report for the year ending 31 March 2024 as produced by the Council's appointed Internal Auditor – Council noted the report as circulated and the Clerk informed the Council that there had been no recommendations received and therefore an Internal Audit Action Plan would not be



necessary. Cllr McCraw proposed that the Internal Audit Report should be approved, this was seconded by Cllr Donaldson, aif.

PC 06.24.09 PLANNING MATTERS

- a) To consider and respond to the following planning matters relating to Brantham:

DC/24/01822

8 Bailey Gardens Brantham Manningtree Suffolk CO11 1GH

Erection of single storey rear extension

COUNCIL AGREED TO RESPOND STATING THAT THEY HAD NOT OBJECTIONS TO THE APPLICATION BUT WOULD LIKE THE MATERIALS TO BE IN ACCORDANCE WITH THE ORIGINAL PLAN FOR THE DEVELOPMENT.

DC/24/02181

11 Pattern Bush Close Brantham Manningtree Suffolk CO11 1RT

Erection of single storey rear extension (following removal of conservatory).

BPC HAD NO COMMENT TO MAKE

DC/23/04109

Former HMS Ganges Site Shotley Gate Shotley Suffolk

Application under S73a for Removal or Variation of a Condition following grant of Planning Permission

B/12/00500 dated 18/12/2015 under the Town and Country Planning Act 1990- The full and partial demolition of buildings associated with the redevelopment of the site for uses including: dwellings; Class C2 specialist older persons accommodation; Class E uses (flexible use within Class E such as retail, café, office, gym, clinic, indoor recreation); Class C1 (hotel, boarding and guest houses); Class F.1 (museum, library, exhibition halls); Class F.2 (community use); the use of Nelson Hall to include Class E uses (including co-working, café and indoor recreation), Class F.2 (community use) and Class F.1 (museum); together with parking and landscaping to form parks and landscaped gardens together with associated further landscaping and lighting (as amended). - To vary Condition 27 (Approved Plans)

BPC NOTED CONCERNS FROM NEIGHBOURING PARISH COUNCILS RE: ADDITIONAL TRAFFIC AND NOTED THAT PROPER TRAFFIC SURVEYS SHOULD BE COMPLETED.

- a) To note the following planning decisions relating to Brantham:

DC/24/01205

Gurdons, Stutton Road, Brantham, Manningtree, Suffolk, CO11 1PW

Application under S73 for the Removal or Variation of a Condition following grant of DC/23/01545 Dated:

25/05/2023 Town and Country Planning Act 1990 (as amended) - Erection of detached double garage to front of property. - To vary Condition 2 (Approved Plans and Documents) 1) Height of structure, 2) Pitch Angle, 3) Location of access door, 4) Distance of structure from side boundary wall.

GRANTED

PC 06.24.10 REPORTS FROM COUNCILLORS

- a) To receive a report from the Parish Chairman and agree any actions as necessary – none.
- b) To receive any other points to note from Committees, sub-committees & Working Groups – Cllr Donaldson informed the Council that she had met with Darren Smith from BMCIC and highlighted the outstanding payment for insurance. DSmith had stated that BMCIC were experiencing cash flow issues and that a payment plan proposal would be submitted in the near future.
Cllr Donaldson noted that BMCIC are exploring the possibility of using grant funding to resurface the car park.
Cllr Donaldson noted that this year's bonfire will be held on the Lower Playing Field and that the deposit for hire of the field would be paid in the near future.
- c) To consider/approve any proposals or next steps as appropriate – see above.

PC 06.24.11 DATE OF NEXT MEETING

- a) Finance Committee meeting – Wednesday 26 June 2024, 7pm at Brantham Village Hall
- b) Parish Council meeting – Wednesday 03 July 2024, 7pm at Brantham Village Hall



The meeting closed to the public at 7.59pm.

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



ACTIONS

MINUTE NO.	ACTION	WHO



APPENDIX A

Accounts submitted for payment – 05 June 2024

Payee	Detail	Method	NETT	VAT	TOTAL
Manningtree & District Community Bus	Donation as per FC 06.24.06	CHQ – 003541	250.00		250.00
Village Hall Brantham	Donation as per PC 05.24.09(I)	CHQ – 003542	233.38		233.38
Dave Childs	Grounds Maintenance – May 2024	CHQ – 003543	460.00		460.00
Dennis Hyatt	BOS Petrol costs	CHQ – 003544	42.90		42.90
Brantham Village Hall	Hall Hire – Inv. No. BPC1050	CHQ – 003545	48.00		48.00
Community Heartbeat Trust	Defibrillator Pads and battery	CHQ – 003546	409.50	81.90	491.40
Babergh District Council	Annual Play area inspection	Debit Card	159.45	31.89	191.34
Community Action Suffolk	11 x mailboxes (annual charge) and Domain name set up (inv. 0480)	Debit Card	282.00		282.00
BW Day Bespoke Metal Shop	Final Payment – Beacon fabrication and installation	CHQ 003547	2100.00		2100.00

Accounts paid since 03 April 2024

Payee	Detail	Method	NETT	VAT	TOTAL
Orman Landscapes Ltd	Supply and installation of fencing (inv. 0011)	CHQ – 003537	3776.00	755.20	4531.20
Orman Landscapes Ltd	Re-seeding New Village (inv. 0015)	CHQ – 003537	420.50	84.10	504.60
Highline Adventure Ltd	Skate Park Hire	CHQ – 003538	843.75	168.75	1012.50
D. Childs	Grounds Maintenance (inv. 1886)	CHQ – 003539	295.00		295.00
B W Day Metalwork	50% Fabrication and Installation of Beacon Brazier	CHQ - 003540	2100.00		2100.00
Parish Council staff	May 2024 Salaries, Clerk Office Allowance	BACS	2606.89		2606.89
Microsoft	Monthly Subscription Charges – May 2024	DD	8.60	1.72	10.32
Brantham Village Hall	Support for running costs – May 2024	BACS	416.67		416.67
East of England Co-op	Postage	DC	10.80		10.80
RBLI	Sign for Beacon	DC	7.48	1.50	8.98
Smarty	3 x replacement CCTV Sims	DC	25.20		25.20
East of England Co-op	Postage	DC	21.60		21.60
NBB Recycled Furniture	Replacement bench at the Village Sign	DC	310.00	62.00	372.00
NEST	Clerk's Pension	DC	102.29		102.29
Amazon	Printer Paper	DC	19.82	3.97	23.79

Receipts allocated since 03 April 2024

Who	Detail	Method	Amount
Lloyds Bank	Bank Interest	DEP	199.35
Brantham Athletic Football Club	Deposit for hire of LPF on 22-23 June 2024	DEP	250.00



APPENDIX B – List of common abbreviations used.

Aif	All in favour
AGAR	Annual Governance and Accountability Return
APM	Annual Parish Meeting
APCM	Annual Parish Council Meeting
ASB	Anti-social Behaviour
BACS	Bankers Automated Clearing Services
BDC	Babergh District Council
BLC	Brantham Leisure Centre
BMCIC	Brantham Management Community Interest Company
BOS	Brantham Open Spaces Group
BMSDC	Babergh & Mid Suffolk District Council
BPC	Brantham Parish Council
CEP	Community Emergency Plan
CAS	Community Action Suffolk
Chq	Cheque
Cllr	Councillor
Cttee	Committee
DCLG	Department of Communities and Local Government
FC	Finance Committee
FOI	Freedom of Information
FR	Financial Regulations
GPoC	General Power of Competence
HMRC	Her Majesty's Revenue and Customs
LPA	Local Planning Authority
LPF	Lower Playing Field
LSC	Legal Sub Committee
NHS	National Health Service
NDP	Neighbourhood Development Plan
NP	Neighbourhood Plan
PC	Parish Council
PCSO	Police Community Support Officer
RFO	Responsible Finance Officer
RFSC	Recreation, Footpaths and Services Committee
SALC	Suffolk Association of Local Councils
SCC	Suffolk County Council
SID	Speed Indicator Device
SLA	Service Level Agreement
SNT	Safer Neighbourhood Team
SO	Standing Order
TPO	Tree Preservation Order
VAS	Vehicle Activated Sign
VCSE	Voluntary, Community and Social Enterprise Organisations
HMC	Village Hall Management Committee



APPENDIX C

Report for June 2024 to the Parish Councils of Peninsula

Funding for Local Government

My group proposed a motion for council on Thursday 23 May to lobby the government for improved funding for local authorities, which was seconded by the Conservative administration and voted through unanimously in the chamber. Politicians of all parties are concerned by the £4 billion funding 'gap' predicted for councils in the next few years, particularly for social care. To balance the books this year, Suffolk County Council had to withdraw £15.9 million from its reserves - the equivalent of council savings accounts – but this is not a sustainable approach. Councils that have become bankrupt have to cut services back to the minimum they have to provide by law, and seek to raise revenue by increasing council tax and other avenues they have such as charges for parking or social care.

Norwich to Tilbury Pylons

At Cabinet on Tuesday 21 May, two reports were tabled on Nationally Significant Infrastructure Projects (NSIPs) in the region. The first was our response to the Five Estuaries wind farm proposals, this will have landfall in Essex but will be visible from the Suffolk coast and the developers are paying for a wildlife project on Orford Ness as environmental compensation. The second report detailed the council's response to the proposed Norwich to Tilbury 400kV grid reinforcement, and the Cabinet voted that the council should object and call for a pause until alternative options have been explored. The proposals include 183 kilometres of pylons, with four sections of underground cabling running through and near to the Dedham Vale National Landscape and the Waveney valley, but the council wants to see alternative options explored for additional undergrounding in the Waveney valley and expressed concerns about the route which see pylons placed close to several Suffolk airfields. The council also discussed how to make sure that energy projects in the county were coordinated, as it was agreed that the impact of all the proposed projects in a similar timeframe would have a massive impact on the county, its landscape, economy, and transport routes.

Transport for Post-16 Students

Cabinet also considered a paper on recommendations for charges for post-16 school transport. Although students now have to be in education or training up to the age of 18, the council receives no funding from the government to pay for their transport. This means the council asks parents and carers to pay for part of the cost with the rest subsidised by the council. In 2023-24, the average cost for a mainstream seat was £1,701 and the average cost for a SEND student seat is £11,819.

The proposal approved by Cabinet was for the charge for a mainstream seat to rise to £1,050 a year, which is a £90 increase from last year. There will be no increase for SEND students so their seats will remain at £780 a year. The 50% reduction in charge for families on a low income and in receipt of free school meals will continue for another year. The council will continue to signpost families to public transport routes where these may be cheaper and in addition, many schools have bursaries for travel which students can apply for.

SEND Strategy 2024-29

On Tuesday 21 May, Cabinet approved the new SEND Strategy for the Local Area SEND Partnership, which is made up of the council's inclusion service and relevant NHS services. The new strategy takes on board recommendations from the recent Ofsted/CQC inspection to set the Partnership's direction for SEND services for the next five years.



The strategy was co-produced with children, parents, carers, and members of staff who work in SEND services and aims to improve services in several areas: communication, outcomes for SEND children and improved timeliness and quality of Education, Health, and Care Plans (EHCPs) and Annual Reviews. The strategy still requires some formatting/design work but will soon be available to view on the council's website.

Children's Services Inspection

The council has just received notification that Ofsted will be coming for a two week inspection of its children's services. This inspection is focused on social care, youth justice, corporate parenting, family services and safeguarding. It will also look at partnership working with other council teams and external partners to support children and keep them safe. Suffolk County Council had its last children's services Ofsted inspection five years ago and was rated as Outstanding.

Dementia Strategy

Suffolk County Council, NHS partners and adult social care organisations have launched a dementia strategy. The number of people with dementia in the UK was estimated to be close to one million in 2021, but by 2050 this figure is expected to rise to 1.6 million people. In Suffolk, a predominantly rural county with an ageing population where 23.6% of Suffolk residents are 65 years or over - higher than the England average - the number of people who develop dementia is likely to be higher, so having a robust and effective strategy to manage this is essential. The strategy has been co-produced with people with dementia and their carers, and will look to promote early diagnosis, providing better information about care and treatment options, and focus on improved signposting for people of all ages with dementia, their carers and families, to help them get the support they want and need to enable them to live well with dementia within their own community. You can read the new dementia strategy here:

suffolk.gov.uk/asset-library/digital-version-suffolk-dementia-strategy-2024-20292.pdf

New Vehicles and Equipment for Suffolk Fire and Rescue

Suffolk Fire and Rescue Service has unveiled a £3.5 million investment in new firefighting vehicles and equipment, including a 32m turntable ladder vehicle, a specialist rescue tender, six new fire engines, a driver trainer vehicle plus a fleet of electric pool cars. The new vehicles will be on the road by summer 2024. The new vehicles are part of a planned replacement programme whereby fire engines are replaced every 15 years, and include the latest technology to help keep Suffolk residents safe. They also support the council's net zero targets as officer and pool cars will now be electric vehicles. Fire engines are generally diesel vehicles, although there are some electric-hybrid vehicles currently being trialled in London.

Nature survey

In order to prepare Suffolk's Local Nature Recovery Strategy, the council has launched a public survey so residents can share their favourite nature spots and which habitats they think should be protected. Farmers, landowners and land managers are also encouraged to submit practical, achievable proposals to support nature conservation, as well as sharing how land is currently managed and any challenges faced applying for government funding schemes. The strategy will form a plan to help reverse the decline in nature across the county, and to connect and expand existing areas that are important for wildlife and the landscape.

You can share your thoughts in the Suffolk Local Nature Recovery Strategy Survey by visiting <https://www.nsnrp.org/get-involved>. It closes on 30 June 2024.

Failure of application to reduce speed limits on B1456



BRANTHAM Parish Council

I have been working with Woolverstone Parish Council for the last 2 years to try to reduce the speed limit between Woolverstone and Chelmondiston to 40mph where it is currently 60mph (the only National Speed limit section of this road between Freston and Shotley).

Most local people support this, and many have been actively calling for it due to concerns over some drivers travelling at excessive speeds on this narrow and windy section. There have been serious accidents as well but fortunately no fatal ones. We have commissioned speed surveys and a report, and this was considered by the Cabinet Member responsible and the Director of Highways, but they decided against the new speed limit of 40mph (which seems entirely reasonable to most) on this section of road.

Unfortunately, there is no appeal process to these decisions (unless circumstances change, such as new housing developments along that stretch of road or further serious accidents).

I am conscious of the serious concerns many local people will still have and am calling for a change in the system, which seems to our group to be undemocratic (with two individuals making these decisions in private) and prevents local communities having a proper say in the traffic issues that directly affect them.

Follow us on:

Twitter - [Suffolk Green, Lib Dem & Independent Group \(@SuffolkGLI\) / Twitter](#)

Instagram - https://www.instagram.com/suffolkgli_group/

Facebook - [Suffolk GLI - Green, Liberal Democrat & Independent Group | Facebook](#)

Website - [Suffolk Green, Liberal Democrat and Independent Group – The GLI Group at Suffolk County Council \(suffolkgli.wordpress.com\)](#)

Cost of Living help and advice:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/family.page?familychannel=6>

Benefits advice and support:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/adult.page?adultchannel=0>

Flood preparation advice: <https://www.suffolk.gov.uk/suffolk-fire-and-rescue-service/fire-and-rescue-safety-advice-in-the-community/preparing-for-flooding>

Flood recovery advice and support: <http://www.suffolk.gov.uk/about/flood-recovery-information-for-suffolk>

Simon Harley Suffolk County Councillor for Peninsula Division



APPENDIX D – District Council report, June 2024

Upcoming elections and referendums

The next election within our district is on Thursday 4 July. More details about the UK general election, as well as all other elections and referendums being held on the same day, can be found on the council's website.

Councils' commercial property arm continues to outperform market

Babergh and Mid Suffolk's commercial property investment company raised more than £1.26m in net income last year.

Funding boost for Babergh and Mid Suffolk communities

Town and parish councils across Babergh and Mid Suffolk are set to receive more than £1.2m in developer contributions to help community infrastructure keep pace with housing growth.

Councils secure funding to improve swimming pool

Babergh and Mid Suffolk District Councils have both been awarded funding to help ease financial pressures and reduce the carbon footprint of the districts' swimming pools.

Food waste collections for Babergh and Mid Suffolk residents from 2026

Funding to begin food waste collections in Babergh and Mid Suffolk from 2026 has been agreed, as part of a nationwide requirement by central government.

Feel Good Suffolk helps over 2,000 people to improve their health and wellbeing

A service supporting Suffolk residents to make healthier choices has helped over 2,000 people to improve their health since its launch in October 2023.

Capital grant window reopens as £368k awarded in 23/24

Community groups can apply for capital grants once more as Babergh and Mid Suffolk District Councils highlight some successful projects from the 2023/24 financial year.

Thousands raised for Men's Shed by council Chair

Babergh District Council Chair, Cllr Elisabeth Malvisi, presented a cheque for £3,280 to a charity supporting the mental health of men in the district.

Newly-elected council leader: 'We need to rethink, rebuild and repair'

Cllr Deborah Saw has been elected the new leader of Babergh District Council, with a pledge to tackle housing issues, empower communities and address climate change.

Half term fun for families in Babergh and Mid Suffolk



BRANTHAM

Parish Council

A healthy selection of half term activities is on offer for children across Babergh and Mid Suffolk as the district councils help to support families during the school break.