



BRANTHAM

Parish Council

MINUTES of the Finance Committee Meeting held on Wednesday 23 July 2025 at 7pm at Brantham Village Hall

Present: Cllrs Bridgeman (Chair), Clark & McCraw (substitute)

In Attendance: Sarah Keys (Clerk/RFO)

In the absence of Cllr Osben **Cllr McCraw proposed Cllr Bridgeman as Chair of the meeting, this was seconded by Cllr Clark, aif.**

FC 07.25.01- APOLOGIES FOR ABSENCE

- a) Committee to receive apologies – Cllrs Cherry & Osben
- b) The Committee to consent to apologies received – **aif**

FC 07.25.02 - MINUTES

To consider and approve the minutes of the Finance Committee meeting on 25 June 2025 – **Cllr Bridgeman proposed that the minutes of the Finance Committee meeting on 25 June 2025 be approved by the Committee and signed by the Chair, this was seconded by Cllr Clark, 2 Cllrs voted in favour of the proposal. Cllr McCraw abstained from the vote. The motion was therefore carried.** The minutes were duly signed by the Chair.

FC 07.25.03 - ACTIONS

- a) To review progress of highlighted actions from previous month – see below:

Minute no.	Action	Dismissed/ Ongoing
FC 06.25.04	Arrange payment of donations <i>Completed</i>	Dismissed
FC 06.25.06	Review state of Palfrey Heights bus shelter and consider if this can be improved with cleaning <i>In progress</i>	Dismissed
FC 06.25.06	Review location for additional bus shelter with Cllr Heywood <i>Completed</i>	Dismissed

FC 07.25.04 – PLANNING

DC/25/02972 - Conversion of garage to use as a dog grooming salon

2 Cedar Close, Brantham, Manningtree, Suffolk CO11 1TQ

The Committee reviewed the application and comments received from Cllr Mettam. The Committee agreed that it was minded not to object to the proposal but agreed that the following comments should be submitted:

- Comments and recommendations from Senior Environmental Officer to be noted and agreed
- Comments and concerns from local residents should be noted
- Precedent for conversion of a garage to a dog grooming salon in a residential area in Brantham noted in Temple Pattle, Brantham.

DC/25/02196 - Erection of a rear extension and Internal alterations.

Braham Hall, Brantham Hill, Brantham, Manningtree Suffolk CO11 1NN

The Committee reviewed the application and agreed that it had no comment to make

FC 07.25.05 - CONTRIBUTIONS

- a) To note contributions/grants expenditure committed to date- The Committee noted Paper 1 and that to date in 2025-26 £1063.02 had been made in donations, leaving £1744.98 in the budget.
- b) To consider any requests received from local groups in line with the BPC Contributions policy and to agree an appropriate donation from Brantham Parish Council:



- STOUR WANDERERS – the Committee reviewed the request received from Stour Wanderers for football training equipment. Following discussion **Cllr Bridgeman proposed that a donation of £500 should be made, this was seconded by Cllr Clark, aif.**

ACTION – Clerk to arrange payment

FC 07.25.06 - COMMUNITY INFRASTRUCTURE LEVY

- a) To receive an update on the monies held under the CIL Reserve and monies expended to date on projects – The Committee noted the Paper circulated and that there had been no change in month. The Committee noted a balance of available funds after committed expenditure in the sum of £58,464.62
- b) To consider/agree allocation of funds to any other potential projects going forward – no updated projects noted.

FC 07.25.07 – REQUESTS FOR PROJECTS FROM BPC COMMITTEES/SUB-COMMITTEES

- a) To consider/approve any requests for projects and funding necessary from BPC Committees, Sub-Committees and Groups – none received.
- b) To consider/agree any other next steps as necessary – none.

FC 07.25.08 – INSURANCE REBUILD ASSESSMENTS

- a) To review the quote received from Community Action Suffolk for a Rebuild Cost Assessment for Brantham Village Hall and Brantham Leisure Centre – the Committee noted the quote received from Community Action Suffolk for this work and Cllr Bridgeman highlighted that a rebuild assessment of the Village Hall and Leisure Centre had not been undertaken in some time.
The Committee noted that this would be useful as a paper exercise but may lead to the need to instruct a physical assessment in the future.
- b) To consider/agree next steps as appropriate - Following discussion **Cllr Bridgeman proposed that a desktop rebuild assessment via CAS should be requested at a cost of £157.75 (inc VAT) for each building, this was seconded by Cllr Clark, aif. (ACTION – Clerk)**

FC 07.25.09 – STREET LIGHTING

- a) To review the email received from a resident about switching off Brantham Street lights overnight – the Committee reviewed the email received from a local resident asking the Parish Council to consider switching off street lights along Brantham Hill to save the cost of electricity.
- b) To consider guidance from Suffolk County Council ref. street lighting switch off - The Committee noted the guidance from SCC which confirmed that the Parish Council could request part-night lighting on its street lights should this be required.
- c) To consider/agree any proposals for Parish Council – Cllr Bridgeman noted that the A137 is a busy road and that street lighting throughout the night is important for pedestrian safety.
The Clerk noted that there were environmental and cost benefits in switching the lights off between 12-5am in line with Suffolk County Council lighting.
Cllr McCraw noted that any decision to switch off these footway lights would be likely to receive complaints from other local people.
Following discussion, **the Committee proposed that the Clerk ask SCC to switch off the light outside this resident's property. If it is not possible to switch off just one light then a trial of part-night lighting of all Brantham streetlights should be requested, aif. (ACTION – Clerk)**

FC 07.25.10 – ANY OTHER BUSINESS - None

FC 07.25.11 - DATE OF NEXT MEETING

Wednesday 27 August 2025, 7pm at Brantham Village Hall



Meeting Closed at 7.32pm

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

ACTIONS

Minute no.	Action	Who
FC 07.25.05	Arrange payment of donation	Clerk
FC 07.25.08	Request Insurance Rebuild assessments for the Village Hall and Leisure Centre from CAS	Clerk
FC 07.25.09	Ask SCC to switch off footway light outside resident's property on Brantham Hill	Clerk