



PARISH COUNCIL STRUCTURE 2023-24

What	Committee/Sub-Committee/Working Group or Rep	Chair	Current Membership	Meeting schedule
Finance	Committee	Eric Osben	Alastair McCraw Lesley Cherry Mal Bridgeman RFO/Clerk (non-voting)	Monthly
Legal	Sub-Committee	Mal Bridgeman	Alastair McCraw John Burke VACANCY	Ad hoc
Footpaths & Services	Sub-Committee	Lesley Cherry	Lesley Cherry Tony Rowlinson VACANCY	Ad hoc
Recreation	Sub-Committee	Jackie Heywood	Lesley Cherry VACANCY VACANCY	Ad hoc
Parish Plan	Sub-Committee	Toni Lancaster	Open to any/all Cllrs	Ad hoc
Community Emergency Planning	Representative		Parish Clerk	Ad hoc
Planning	Lead Cllr	Tony Rowlinson		Lead at PC meetings

Appointment	Current Nominees	Meeting Schedule
VH Management Committee	Jackie Heywood VACANCY	Monthly
Safer Neighbourhood Team	Any/All Councillors	Bi-monthly
Brantham Leisure Centre	VACANCY	Monthly
SALC (attends quarterly forums)	Any/All Councillors	Quarterly forums

Appointment	Current Nominee
Bank Signatories	Alastair McCraw Eric Osben Mal Bridgeman
Internal Control Officer (undertakes bank reconciliations with RFO)	Eric Osben

Paper 1 – Expenditure to be approved**Agenda Item PC 10.23.09**

The integrity of the Council's finances is to be protected by two of the three signatories checking and reviewing the invoices for payment for which they will have seen an original copy.

Within the Council's Financial Regulations (4.1) – expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget or where prior approval has been given for such expenditure to be incurred (i.e. under contractual agreements)

Such authority is to be evidenced by a Minute or by an authorisation slip duly signed by the Clerk and where necessary also by the appropriate Chair. Invoices will only be processed for payment by the Parish Clerk once she is satisfied that the payment sums match the invoices produced.

Accounts submitted for payment – Current Account

Payee	Detail	Method	NETT	VAT	TOTAL
BMCIC	LPF Maintenance Contribution – Sept & Oct 2023	CHQ – 003496	408.50		408.50
D. Childs	July Grounds Maintenance – invoice TBC	CHQ – 003497	480.00		480.00
1 st Brantham Cub Scout Pack	Purchase of Daffodil bulbs	CHQ – 003498	35.98		35.98
Village Hall Brantham	Hall Hire (inv. BPC917 & BPC907	CHQ – 003499	144.00		144.00
Business Services at CAS	Parish Council insurance 2023-24	CHQ – 003500	1158.33		1158.33
HMRC	P30 Quarter 2	CHQ – 003501	1479.40		1479.40
SALC	6 months payroll – invoice 27795	CHQ - 003502	96.00	19.20	115.20

Presented by:..... Sarah Keys, Responsible Finance Officer

Countersigned by:..... Chair to the Parish Council

All payments authorised under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

Note: Council resolved at the 2023 Annual Meeting that it met the eligibility conditions, and this continues right through until the next relevant annual meeting which will be May 2027. This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 refers.

The integrity of the Council's finances is to be protected by two of the four signatories checking and reviewing the invoices for payment for which they will have seen a copy.

The authority is to be determined by; * the council for all items over £800; * the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £800. Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.

Accounts Paid since 04 September 2023

Payee	Detail	Method	NETT	VAT	TOTAL
S. Keys	Sept 2023 Salary & Office costs	BACS	1594.61		1594.61
T. Bird	Sept 2023 Litter picker salary	BACS	297.92		297.92
P. Wainwright	Sept 2023 Litter picker salary	BACS	248.03		248.03
Microsoft	Monthly Subscription Charges –Sept 2023	DD	8.60	1.72	10.32
Brantham Village Hall	Support for running costs – Sept 2023	BACS	250.00		250.00
Amazon	Parish Plan Equipment	Debit card	118.75	23.74	142.49
Staples	Parish Plan Equipment	Debit card	41.22	8.24	49.46
Business Services at CAS	Website Hosting	Debit card	50.00	10.00	60.00
DefibShop	Replacement Defibrillator pads	Debit card	65.95	13.19	79.14

Items paid following authorisation at meeting of 04 September 2023

Payee	Detail	Method	NETT	VAT	TOTAL
BMCIC	LPF Maintenance Contribution	CHQ – 003488	259.00		259.00
D. Childs	July Grounds Maintenance – invoice 1685	CHQ – 003489	285.00		285.00
D. Hyatt	BOS costs	CHQ – 003490	98.41		98.41
Brantham Cricket Club	Donation as per FC 08.23.05	CHQ – 003491	150.00		150.00
SALC	Training – Understanding Precepts	CHQ – 003492	17.00	3.40	20.40
D. Childs	August Grounds Maintenance – invoice 1707	CHQ – 003493	210.00		210.00
KOMPAN	Play equipment – GPL & Merriam Close (Inv. No.s 247627 & 24768	CHQ – 003494	23,000.00	4599.99	27,599.99
PKF LittleJohn	2022-23 External Audit	CHQ - 003495	420.00	84.00	504.00

Presented by:..... **Sarah Keys, Responsible Finance Officer**

Countersigned by:..... **Chair to the Parish Council**

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Note: Council resolved at the 2023 Annual Meeting that it met the eligibility conditions, and this continues right through until the next relevant annual meeting which will be May 2027. This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 refers.

Who	Detail	Method	Amount
Lloyds Bank	Bank Interest	DEP	136.90
Highcliff Vets	Car Park Hire	DEP	1250.00
BAFC	Hire of LPF for parking	DEP	83.50
BDC	Precept 2 of 2	DEP	28790.50
Highcliff Vets	Car Park rent	DEP	1250.00

Presented by:..... Sarah Keys, Responsible Finance Officer

Countersigned by:..... Chair to the Parish Council



Report

To: Brantham Parish Council
From: Clerk/RFO
Date: October 4, 2023
Min ref: PC 10.23.09
Re: Budget to Actual report overview to 30 Sept 2023

INTRODUCTION

Please note Budget to Actual Statement includes figures up to 30.09.23

Overall the Parish Council budget is doing well. Income is 63% higher than expected (largely due to higher CIL receipts than anticipated). Expenditure is currently 22% higher than expected, this is mostly due to:

- Play area equipment purchase (CIL)
- Donations to the Village Youth Club and the Village Coronation event
-

Otherwise expenditure is largely on target and there are no major concerns. P

oints to note on the “Summary of Receipts and Payments” documents are as follows (listed by code number):

INCOME:

48. Miscellaneous income We have received £339.78 that was not anticipated – this includes:

- Hire of the LPF for parking by BAFC
- Repayment of insurance by BMCIC
- Purchase of jubilee mugs by village residents.

EXPENDITURE:

25. Training Costs of £567. Budget set for training this year was £500 however I have included the payment for the SLCC conference that I will be attending (50% of which we will receive back from Tattingstone Parish Council)

27. Miscellaneous (Admin) of £360.30, this includes the Microsoft package, the new accounting package and the repair of the Clerk’s phone screen. Microsoft and Scribe will both be included in the budget for the coming year so these are not listed as “miscellaneous”

Brantham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

3 October 2023 (2023-2024)

Administration

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
15	Payroll costs				350.00	96.00	254.00	254.00 (72%)
16	Audit				700.00	797.00	-97.00	-97.00 (-13%)
17	Hall Hire				500.00	8.00	492.00	492.00 (98%)
18	Insurance				5,500.00	4,109.41	1,390.59	1,390.59 (25%)
19	Office Allowance				240.00	120.00	120.00	120.00 (50%)
20	Petrol/Travel				50.00		50.00	50.00 (100%)
21	Postage				70.00	44.80	25.20	25.20 (36%)
22	Telephone				300.00		300.00	300.00 (100%)
23	Stationary				300.00	49.03	250.97	250.97 (83%)
24	Website/Email				500.00	7.90	492.10	492.10 (98%)
25	Training				500.00	567.00	-67.00	-67.00 (-13%)
26	GDPR costs				50.00	35.00	15.00	15.00 (30%)
27	Miscellaneous				200.00	360.30	-160.30	-160.30 (-80%)
28	Staff recruitment				200.00		200.00	200.00 (100%)
29	Election costs				1,500.00	204.23	1,295.77	1,295.77 (86%)
30	Councillor expenses				200.00		200.00	200.00 (100%)
31	Zoom Subscription							(N/A)
SUB TOTAL					11,160.00	6,398.67	4,761.33	4,761.33 (42%)

CIL

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
10	CIL	5,000.00	53,848.41	48,848.41		23,000.00	-23,000.00	25,848.41 (516%)
SUB TOTAL		5,000.00	53,848.41	48,848.41		23,000.00	-23,000.00	25,848.41 (516%)

Income

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	57,581.00	57,581.00					(0%)
2	Bank Interest	30.00	606.37	576.37				576.37 (1921%)
3	Rents	1,650.00	975.00	-675.00				-675.00 (-40%)
4	Highcliff Lease	5,000.00	2,500.00	-2,500.00				-2,500.00 (-50%)
5	VAT Reclaimed	1,500.00		-1,500.00				-1,500.00 (-100%)
6	Recycling	300.00	174.08	-125.92				-125.92 (-41%)
7	Scouts Ground Rent	1.00		-1.00				-1.00 (-100%)
8	Private Road Contribution	40.00		-40.00				-40.00 (-100%)
9	Wayleaves	50.00		-50.00				-50.00 (-100%)
48	Miscellaneous Income		339.78	339.78				339.78 (N/A)
49	Miscellaneous Income							(N/A)
SUB TOTAL		66,152.00	62,176.23	-3,975.77				-3,975.77 (-6%)

Brantham Parish Council
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3 October 2023 (2023-2024)

Other items

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
44	SID Maintenance				100.00		100.00	100.00 (100%)
45	Defibrillator Maintenance				250.00	60.95	189.05	189.05 (75%)
46	Miscellaneous				1,586.00	4,288.90	-2,702.90	-2,702.90 (-170%)
51	Parish Plan				5,000.00	159.96	4,840.04	4,840.04 (96%)
SUB TOTAL					6,936.00	4,509.81	2,426.19	2,426.19 (34%)

Salaries

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
11	Clerk/RFO Salary				18,000.00	9,353.84	8,646.16	8,646.16 (48%)
12	Litter Picker Salaries				6,500.00	3,224.03	3,275.97	3,275.97 (50%)
13	Employers PAYE & NI				5,000.00	2,740.32	2,259.68	2,259.68 (45%)
14	Clerk's Pension				1,000.00	559.81	440.19	440.19 (44%)
SUB TOTAL					30,500.00	15,878.00	14,622.00	14,622.00 (47%)

Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35	BDC Litter bin emptying				2,000.00	1,792.13	207.87	207.87 (10%)
36	Litter purchases				900.00		900.00	900.00 (100%)
37	Playground inspection				300.00		300.00	300.00 (100%)
38	Playground equipment/repairs				4,000.00	100.88	3,899.12	3,899.12 (97%)
39	BLC Grounds Maintenance				4,000.00	1,760.50	2,239.50	2,239.50 (55%)
40	GPL Play area rent				10.00	10.00		(0%)
41	Horticulture				200.00		200.00	200.00 (100%)
42	SCC Street lighting				2,400.00	1,216.66	1,183.34	1,183.34 (49%)
43	Village Hall Maintenance Grant				3,000.00	1,500.00	1,500.00	1,500.00 (50%)
47	Village Grounds Maintenance				7,000.00	1,585.00	5,415.00	5,415.00 (77%)
SUB TOTAL					23,810.00	7,965.17	15,844.83	15,844.83 (66%)

Subscriptions/Grants/Donations

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
32	SALC subscription				850.00	808.20	41.80	41.80 (4%)
33	SLCC Subscription				197.00		197.00	197.00 (100%)
34	Donations				1,500.00	150.00	1,350.00	1,350.00 (90%)
50	Brantham Open Spaces Group				1,200.00	98.41	1,101.59	1,101.59 (91%)
SUB TOTAL					3,747.00	1,056.61	2,690.39	2,690.39 (71%)

Brantham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

3 October 2023 (2023-2024)

Summary

NET TOTAL	71,152.00	116,024.64	44,872.64	76,153.00	58,808.26	17,344.74	62,217.38 (42%)
V.A.T.					5,842.83		
GROSS TOTAL		116,024.64			64,651.09		

Brantham Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/09/2023		
	Cash in Hand 01/04/2023		98,440.62
	ADD Receipts 01/04/2023 - 30/09/2023		116,024.64
	SUBTRACT Payments 01/04/2023 - 30/09/2023		214,465.26
	Cash in Hand 30/09/2023 (per Cash Book)		64,651.09
B	149,814.17		
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2023	0.00	
	Current Account 30/09/2023	5,000.00	
	Deposit Account 30/09/2023	144,422.80	
	Salaries Account 30/09/2023	541.37	
			149,964.17
	Less unrepresented payments		150.00
			149,814.17
	Plus unrepresented receipts		
	Adjusted Bank Balance		149,814.17
	A = B Checks out OK		

PAPER 7 – Revised CCTV Quote

From: Matthew Johns <mjohns@mjssystems.co.uk>
Sent: Sunday, October 1, 2023 1:23 PM
To: clerk@branthamparishcouncil.co.uk
Cc: 'Jackie Heywood' <jackie.heywood@branthamparishcouncil.co.uk>
Subject: RE: Quotation - CCTV Systems

Hello Sarah

Thank you for your e mail. In answer to the points you raised:

- That is correct that the cameras are no longer available, They have been substituted with an updated model. This has caused an increase in cost of approx. £300.
- The revised cost for 3 of the new updated cameras is £11,475 + VAT against which I would offer a 5% discount for the group booking of 3 cameras making the total £10,900 + VAT
- The annual management plan for 3 cameras would be £360 + VAT or £560 + VAT for annual management **and** maintenance which would then include an annual clean and check of the cameras and solar panels.

I hope that answers all of your questions but do not hesitate to contact me should anything else arise.

Many thanks

With Kind Regards
Matt Johns



MJS Systems Limited
Unit 10 Old Shields Farm
Waterhouse Lane, Ardleigh, Essex CO7 7NE
Tel: 01206 322071
Mobile: 07778 931357
Email: mjohns@mjssystems.co.uk
web: www.mjssystems.co.uk

Intruder - CCTV - Access Control - Door Intercom – Gate Automation
Audio & Visual – WIFI – DATA

PARISH COUNCIL REPORTS – October 2023

Footpaths and Services

There is very little to report this month.

Adrian cleared a fallen branch from a verge in Cedar Close.

I had a parent ring and complain that their child had been stung by overhanging stinging nettles on church path between Cedar close and the school. BOS very swiftly made an extremely good job of dispatching these.

Legal Sub-Committee

Head Office for the Vets have responded to say they agree with my figures and have asked me to send a memo to that effect.

I have queried in what format and to where and await a response.

I have shared the exact figures below:

The annual rent will increase from £5000 to £5460.60 as per the calculation specified in the lease and they will pay a one off charge of £1612.35 as back payment for the delayed rent increase. I will advise the clerk when this has completed but hopefully before the next payment is due!!

Planning

Report from Planning:

1.DC/23/03438 > William Francis Villas, Brantham > Erection of new garage to replace 2 old garages Planning permission granted, therefore no comment.

2.DC/23/04109 > Shotley Gate conservation area (formerly HMS Ganges site) We have considered the application and have no comment to make.

3.DC/23/04272 > 11-13 Rowley Close, Brantham > Erection of single storey extension join two dwellings.

Comments 0

Pre application advice received by applicant “ planning permission not required for combining two properties into one, but it would be required to reverse back to two.

No Comment on this application

Parish Plan

Everything is on track for our test event on **18th October 6.30 - 7.30 at the Village Hall.**

The Bull, Chloes and Brantham Leisure Centre have agreed to host the engagement events so I will finalise the dates in the next few weeks so we can start to publicise. The aim is host events from 1st November up to mid-December.

I now have a link to enable us to engage with the under 18 cohort as well and we will start this at the same time.

Recreation Sub-Committee

Tina Bird, one of our litter pickers, reported that some of the safety matting under the new nest swing at the Merriam Close play area had been pulled up and strewn around the wild flower garden. On inspection I found eight safety matting tiles (each one about ½m square) in amongst the flowers and weeds. I collected them up and put them in the boot of my car, as I believed that if I had left them there, whoever had pulled them up may come back and throw them around again. I contacted Dave Childs who met me and put the tiles in his van and agreed to re-fit the tiles the following week.

As we have experienced vandalism in all three of our play areas it was considered that CCTV cameras should probably be installed in all those areas. I have been in touch with three CCTV system installers and the Finance Committee has agreed in principle to accept a quote from a company based in Stratford St. Mary, and are currently awaiting clarification on a couple of points in the quote.

02.10.23. More vandalism! While I was walking around the Lower Playing Field this morning I noticed that one of the picnic tables has been damaged. As these tables are made of reconstituted plastic they are extremely heavy and hard, and are not easily damaged accidentally. Great force must have been used to slightly raise one of the table top planks at one end, and to scuff the surface of several of the planks leaving them deeply scarred, extremely rough and sharp. I will have a word with Dave Childs to see if there is anything that he can do to repair the damage.

Jackie Heywood

Village Hall Management Committee

The committee held their AGM on Wednesday 20th September at 7.30 p.m. in the Village Hall. It was agreed that I would remain in the Chair and that Maxine Milton would be the vice-chairperson. The committee remains the same, made up of representatives from some of the regular users of the hall.

We discussed the forthcoming Quiz Night which is to be held on Saturday 14th October. It will be the second quiz that we have held without a bar or fish and chip supper, suggesting that people taking part may bring their own drinks and snacks. Ticket sales are going quite well and we are looking for donations of raffle prizes.

Our Village Hall manager, Stacey, continues to do an excellent job and reported that hall bookings are still good.

The next meeting of the committee will be on Wednesday 18th October at 7.30 p.m.

Finance Committee Report

The Finance Committee met on Wednesday 27th September. The minutes of the previous meeting were reviewed and approved.

The Clerk reported that all highlighted actions from the minutes had been actioned.

The bank reconciliation had not been carried out as the latest bank statement had not yet been received. This will be completed before the full council meeting.

The September payslips were reviewed and agreed and authorisation given to the RFO to make the payments via on-line banking.

The committee received an update on CIL monies held in reserve and expended to date and noted that there was little change from the previous month.

The committee reviewed the insurance renewal documentation received from CAS and noted that it was very comprehensive and appeared to be of good value, having increased very slightly compared to last year. Payment of the Insurance Premium was approved.

The committee considered three quotes for CCTV for both the LPF and GPL as directed by the Full Council at the September meeting. After some debate it was decided that the quote supplied by MJS Systems (based in Ardleigh) was best suited to our requirements.

The committee also considered whether CCTV should also be placed in the play area at Merriam Close. It was decided, after a short debate, that considering recent anti social issues in that area we should do so.

It was agreed that all of this should be funded from our CIL reserve. It was also agreed that we should accept the offer from MJS Systems to supply an engineer administrator for all sites at an additional cost of £360 per annum.

The committee would like to thank Jackie for the effort and the good work she has put in to support this project. The committee then reviewed four draft policies prepared by the clerk.

1. The Protocol for Reporting at Council & Committee Meetings
2. Equality and Diversity Policy
3. Disciplinary Policy & Procedure
4. Online Banking Policy.

There was a far amount of debate around all these drafts, mainly so that the committee members could better understand some of the nuances.

All four documents were approved for adoption.

The one major change agreed was to the Internet Banking Policy, increasing the number of signatories from three to four to make the procedure more robust.

Thanks once again to Sarah for the work and effort in producing these drafts for the committee to consider.

PAPER 8 - Correspondence to Note

Sept 2023

Item One: (for information)

NOTE: response sent. Application for trees from BDC for this location submitted. Site visit with BDC rep has taken place. Outcome of application awaited.

From:
Sent: Friday, September 8, 2023 12:36 PM
To: clerk@branthamparishcouncil.co.uk
Subject: Grass verges outside leisure centre

Good afternoon

Could you update me please on where we are with the repair to the grass verges, planting of trees and hatching of the corner to prevent parking please.

Also will these verges be added to the village gardening contract to maintain them please

Thank you

Item Two: (for information)

NOTE – Information in email below, with photos and What3Words location sent to Lindsay Silvester at Corbally group as landowner. They have legal responsibility to remove Japanese Knotweed. This should be done in Spring 2023. Response sent to resident.

From:
Sent: Sunday, September 10, 2023 4:35 PM
To: clerk@branthamparishcouncil.co.uk
Subject: Japanese Knot Weed

Hi Sarah,

I was walking along the "Cinder Path" which runs along side BLC field and spotted that there is a problem with Japanese Knot Weed in the rough patch of ground opposite the entrance to the play park. The weed has now spread under the fence and is now on the path side. What troubles me more is that it is now in full flower with the potential to spread even further.

I'm not sure if the Parish Council is aware of the problem but I hope that you can forward my concerns to the team that can deal with its eradication?

Thank you in anticipation of a resolution to my worries.

Kind Regards

Item Three: (for information)

NOTE – Email below forwarded to Brantham Open Spaces group to see if they can help. Response sent to Brooklands.

From: Grace Glanvill <G.Glanvill@brooklands.omat.org.uk>
Sent: Sunday, September 17, 2023 8:36 PM
To: clerk@branthamparishcouncil.co.uk
Subject: Forest school

Hi Sarah,

I hope you're well.

I hope you don't mind but Christine has given me your email to see if you'd be able to help with getting the stinging nettles cut back to help us with our walks to forest. We noticed when doing our forest site check last week that there are quite a few hanging over the path near Poppy Fields and up towards the forest entrance.

No problem if not – we thought it might be worth an ask!

Have a lovely week,
Grace 😊

Item Four: (for consideration/agreement of next steps)

From:

Sent: Thursday, September 14, 2023 12:58 PM

To: clerk@branthamparishcouncil.co.uk

Subject: 20's Plenty Suffolk Campaign

Dear Parish Clerk,

I hope this email reaches you and you will be able to share it with your parish council. Do get in touch if you have any queries at all.

We look forward to hearing from you.

Many thanks.

20's Plenty Suffolk Campaign Volunteer

Higham

20's Plenty for Suffolk Campaign

FOR THE ATTENTION OF ALL PARISH COUNCILLORS

20's Plenty for Suffolk is a campaign aiming to:

1. Achieve, a 20mph speed limit in all Suffolk communities, on roads where people and motor vehicles mix in residential areas and town and village centres.
2. Demonstrate, to Suffolk County Council, the desire across Suffolk for speed limit policy change to help communities achieve changes more easily, including to 20mph and on rural roads.

20's Plenty for Suffolk is supported by [20's Plenty for Us](#), a not-for-profit organisation working with counties across the UK. With their help, volunteers from the Suffolk Campaign are on hand to help local campaigns, by organising county-wide meetings, media presentations and meetings with councillors and council officers.

In May 2023, ALL parish council clerks were emailed information about the start of the 20's Plenty for Suffolk Campaign. Since then, we have run two well attended information webinars, and held our first campaign meeting. Over 40 towns and villages across Suffolk have started campaigns or strengthened existing campaigns. More have contacted the 20's Plenty for Suffolk network for information.

Many parishes have discussed and voted on the 20's Plenty for Suffolk motion:

(Name of parish or town council)

- a) supports the 20's Plenty for Suffolk Campaign aims for 20mph and a change to Suffolk's speed limit policy
- b) calls on Suffolk County Council to implement 20mph in (name of your place)
- c) will write to Suffolk County Council to request 20mph on streets throughout Suffolk where vehicles and people mix, with 30mph as the exception on those roads only when the needs of vulnerable road users allow a higher limit.

Support for the campaign is growing quickly—we wanted to write to you again. Our records show your parish has not yet contacted 20's Plenty for Suffolk. We don't want any communities to feel left behind as the campaign gains momentum.

The full 20's Plenty for Suffolk parish briefing paper is attached to this email.

This link will take you to the [20's Plenty for Suffolk Parish Campaign Materials](#).

Please alert ALL councillors to the campaign aims and urge them to make this an item on a future parish council agenda.

And if you have already started a campaign or passed the 20's Plenty Motion, but not made contact with 20's Plenty for Suffolk, then please do email and let us know what's happening. We are keeping a record of the progress parishes are making and are here to help.

If you have questions: contact: 20splenty.suffolk@gmail.com or your 20's Plenty Volunteer Contact (the sender of this email)

Item Five: (for information)

From: Julie Price <julie.price@wolseyscouts.org.uk>

Sent: Thursday, September 14, 2023 9:48 AM

To: Sarah Keys <clerk@branthamparishcouncil.co.uk>

Cc: Charlie Garrad <charles.garrad@wolseyscouts.org.uk>

Subject: Re: Capital Funding

Good morning Sarah,

Our registered asbestos contractor has now completed all asbestos removal from our Factory Lane site. All required Health & Safety risk assessments were undertaken and the asbestos removed by the licensed company. All grounds and buildings are now safe and fully accessible again. Could you please request the grounds maintenance contractor to cut the grass etc.

We are applying for financial assistance towards the unexpected cost (over £4000) to the Babergh fund you kindly suggested. Once we know if they can help and to what extent I will submit a request to BPC regarding the remainder of the cost. I will also seek support from East Bergholt PC as a number of our young people are EB residents as there are no longer scouting an guiding offered there.

Thank you for your assistance.

Kind regards,

Julie Price
Chair 1st Brantham Scout & Guide Group

Item Six: (for information)

On 2 Sep 2023, at 08:19, > wrote:

Hi,
Could you possibly clarify a couple of things regarding the new signage at the lower playing field.

Is the lower playing field an open public space?
What is meant by "for the use of children up to the age of 14"?
No photography without consent?

Thank you.

On 5 Sep 2023, at 10:38, Sarah Keys <clerk@branthamparishcouncil.co.uk> wrote:

Hello
Thanks for your email.
The age reference in the sign is for the play equipment which is for use by young people up to the age of 14.
The Lower Playing Field is a public space and is not otherwise restricted.
No photography without consent is a standard statement which means that individuals should not be photographed without their consent.
Hope that helps.
Sarah
Parish Clerk.

Sent from my iPhone

From:
Sent: Tuesday, September 5, 2023 10:58 AM
To: Sarah Keys <clerk@branthamparishcouncil.co.uk>
Cc:
Subject: Re: New signage at lower playing field
Hi Sarah

Thank you for that.
Just looking at the law.... There is no requirement to ask for permission when taking pictures where individuals/groups might be included in the photograph in a public space.

Thank you

Item Seven: (for consideration/agreement of next steps)

From:
Sent: Monday, September 4, 2023 9:43 PM
To: clerk@branthamparishcouncil.co.uk
Subject: Brantham playing field

Good evening
I was looking at your new sign on the bottom playing field, there is a bit of confusion as its saying no one over the age of 14 years.
I believe the sign is referring to the play equipment?

If this is the case would you so kindly get it changed so it states for the equipment? As its looking like the playing field.

Kind regards

Item Eight: (for information)

Note – Response made

From:

Sent: Monday, September 4, 2023 11:11 AM

To: clerk@branthamparishcouncil.co.uk

Subject: Brantham

Hello

Reading about Brantham on your parish council website - can you tell me how much of this is still relevant please.

Especially:-

Vet

Pubs

Chinese

Diverse range of activities

I am enquiring for an isolated partial sighted elderly friend who lives in Birch Close.

“Brantham is lucky that it has many amenities including, churches, pubs, a local foodstore that also has a Co op, a cafe, chinese restaurants, a vet, three play areas, a preschool and a primary school. There are many groups within the village covering most age groups and a diverse range of activities. Some of these are held at the Village Hall whilst many of the sporting activities take place at the popular Leisure Centre with its playing fields and courts.”

Kind regards