



Paper submitted by the Clerk to the Council at the Parish Council meeting on 04 December 2024

Parish Clerk's Report – December 2024

a) To review actions from the previous meeting

MINUTE NO.	ACTION	ONGOING/ DISMISSED
PC 10.24.06 PUBLIC FORUM	Send Tony details of Public Realm. <i>Completed</i>	Dismissed
PC 10.24.06 PUBLIC FORUM	Suggestions on how the village could support a Charity event. To be completed – Cllrs to forward ideas to the Clerk/Assistant Clerk	Ongoing
PC 10.24.07	Clerk to liaise with Woodlands Trust to establish who owns the land. <i>Completed – this land is owned and managed by The Woodland Trust</i>	Dismissed

b) To receive the reports of items actioned under delegated powers

- Contact made with environmental health and planning ref. Skate Park – Cllr Edevane to update
- Bid submitted to Babergh DC CIL funds for Brantham VH toilets update
- Worked with Assistant Clerk to arrange installation of Parish Council Christmas tree

c) To note new correspondence address for Brantham Parish Council

From 21 November 2024 the new correspondence address for the Parish Council is: Thornfield Cottage, Windmill Road, Bradfield, CO11 2QW.

Should paperwork/Parish Council related items need to be dropped off these can be delivered to the Assistant Parish Clerk at 18 Birch Drive, Brantham, CO11 1TF.

d) To receive items of correspondence for noting only

ITEM ONE

From: Brantham Leisure Centre <info@branthamlc.co.uk>

Sent: 18 November 2024 09:18

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

Subject: Lower Playing Field

Dear Sarah,

Just a quick email that has been relayed to me from our Groundsman that maintains the lower playing field. Unfortunately, there has been an increase in dog poo in this area recently. I am not sure of the answer as we cant change some people's behaviour but we are really concerned about the safety of children playing in this area at the moment.

There was a terrible incident at Mistley Rugby club with an infection from dog poo and I wouldn't want to see the same happen in our village.

Kind Regards

Louise

Brantham Leisure Centre Manager

ITEM TWO

From: JARRETT, Katie

Sent: 25 November 2024 10:09

To: clerk@branthamparishcouncil.gov.uk

Subject: Police surgeries

Good morning

Hope you are well.

Every month, I hold a Police surgery. This past 8 months, I have been trying to hold them jointly with the local parish council. This has worked out really productive so far. I was hoping to do the same with yourselves and wonder if we can get a date booked in for 2025.

Let me know if this is something you'd be interested in.

Kind regards

Kate

PC Katie Jarrett 582

Community Police Officer for Claydon, Copdock and The Peninsular

CLERKS UPDATE – I have responded to PC Jarrett confirming that the Parish Council would be happy to attend joint PC/Police surgeries.

e) To receive items of correspondence for consideration by the Council

ITEM ONE – FOR CONSIDERATION/AGREEMENT OF NEXT STEPS

DEDHAM VALE SOCIETY

registered charity no. 246007

Tuesday 19 November 2024

Dear Brantham Parish Councillors,

I am writing on behalf of the Dedham Vale Society (DVS) to ask for your financial support in challenging the Secretary of State's approval of Greater Anglia's car park extension at Manningtree Station, which include unnecessarily bright lighting and the steel piling known as the "Berlin Wall" beside the St Edmund Way pilgrimage footpath up the river. The car parks and footpath are all located within the National Landscape (previously known as the Area of Outstanding Natural Beauty) but Greater Anglia did not seek any planning permission before completing this large extension.

Taking our case to court is inevitably going to cost a lot of money (latest estimate £37,000) but we believe that this is such an important point of principle that we must go ahead. It is much bigger than just a local

issue, the precedent that has been set threatens National Parks and National Landscapes all over the country.

The saga of how these damaging developments were built at Manningtree station is summarised in a video on our Crowdfunding page [here](#). They did not go through the process of landscaping and mitigation, with public consultation, that Tendring district council, the National Landscape team and the DVS all believe they should have done. After four years of attempting to negotiate with Greater Anglia, Tendring took enforcement proceedings, but these were stopped by a planning inspector who gave the development approval. We and our lawyers believe the inspector made a legal mistake because she ignored a duty that came into force in 2023 which requires all official bodies to “conserve and enhance” the natural beauty of the landscape in such sensitive places. This the “Berlin Wall” and the excessive lighting at Manningtree has evidently not done.

We cannot allow this eyesore to stay in place forever, nor can we accept the precedent that has been set that a good law meant to protect us from this and other insensitive developments can be ignored. This is the first test case under the new law to come before the High Court. The date is fixed for February 4 next year. We have the support of the Campaign for National Parks and the backing of CPRE – because there is evidence that this law is being ignored elsewhere too.

Our trustees voted unanimously to fight this case because the Vale faces many large threats – such as the undergrounding of electricity transmission lines - and if official bodies do not have to comply with the strengthened duty in the Countryside and Rights of Way Act 2000, as amended in 2023, then we will find ourselves in an impoverished environment all too soon.

Our solicitor is the specialist planning solicitor, Richard Buxton, and he estimates this case, including counsel of his choosing, will cost £37,307 if costs are awarded against us. This is more than the £25,000 initial target on our Crowdfunding site and therefore we have a big hole to fill. The DVS is a charity with limited funds and is therefore asking a wide variety of local businesses and organisations as well as parish councils and individual residents for contributions towards the cost of challenging this decision by the last government. We hope you will understand the urgency and make the most substantial contribution that parish funds allow.

There are two ways to contribute: through the Crowdfunder site, which specifically limits what the money raised can be spent on to this legal campaign and any follow-up; or directly to the Dedham Vale Society, sort code 60-06- 06, a/c no 01605879.

We would be happy to attend one of your meetings to talk about our pending legal case and request for financial support and answer any questions.

Yours sincerely,



Charles Clover,
Chairman,
Dedham Vale Society
07721 505003



MEETING DATES

2025

ALL MEETINGS HELD AT BRANTHAM VILLAGE HALL UNLESS OTHERWISE DETAILED

January	
Parish Council meeting in Crowhurst Suite, BLC	08 January 2025, 7pm
Finance Committee meeting	22 January 2025, 7.30pm
February	
Parish Council meeting	05 February 2025, 7pm
Finance Committee meeting	26 February 2025, 7 pm
March	
Parish Council meeting	05 March 2023, 7pm
Finance Committee meetings	26 March 2023, 7pm
April	
Parish Council meeting	02 April 2025, 7pm
Annual Parish meeting	10 April 2025, 6.30pm
Finance Committee meetings	23 April 2025, 7pm
May	
Annual Parish Council meeting	7 May 2025, 7pm
Finance Committee meeting	28 May 2025, 7pm
June	
Parish Council meeting	04 June 2025, 7pm
Finance Committee meeting	25 June 2025, 7pm
July	
Parish Council meeting	02 July 2025, 7pm
Finance Committee meeting	23 July 2025, 7pm
August	
Finance Committee meeting	27 August 2025, 7pm
September	
Parish Council meeting	03 September 2025, 7pm
Finance Committee meeting	24 September 2025, 7pm
October	
Parish Council meeting	01 October 2025, 7pm
Finance Committee meeting	22 October 2025, 7pm
November	
Parish Council meeting	05 November 2025, 7pm
Finance Committee meeting	26 November 2025, 7pm
December	
Parish Council meeting	03 December 2025, 7pm



Homeworking Policy

Brantham Parish Council

ADOPTION DATE:	TBC
MINUTE NO.	TBC
VERSION NO.	1
REVIEW DUE BY:	TBC

Policy

The Council recognises the advantages of home-based working although it doesn't suit everyone, and some job roles may not be appropriate to undertake at home.

This policy describes the working arrangements and expectations that will apply if you work from home.

Scope of this policy

This policy applies to all staff who are home-based whether full time, part time or fixed term. It does not apply to office-based or village-based staff who work from home on an ad-hoc basis.

Safe working environment

Health and safety for home-based staff applies in the same way as office-based staff, insofar as is reasonably practicable, that you work in a safe manner and that you follow all health and safety instructions issued by us.

You must complete and submit a 'Home Based Workers Risk Assessment' to the Clerk. This is a checklist for you to identify any possible hazards in your home working area. Following completion of the checklist, measures may need to be taken to control any risks identified. This checklist should be completed annually, or more frequently if there are any changes to your arrangements such as new equipment or changes to your home-office space.

You must complete and submit a workstation risk assessment and ensure that this remains up-to-date. If you have any questions about the risk assessment, or if you identify any potential risks when carrying out the assessment, you should refer these to the Clerk in the first instance.

Some of the most important considerations include: -

- If possible, an area should be set aside from the rest of your living space to ensure that you are able to work from home without distractions,
- Your home office should have adequate space for you to work safely and comfortably,
- Your desk should be large enough to accommodate your equipment and paperwork,
- You should have sufficient storage and your workspace should be organised so equipment is close to hand,
- Your work area should be well lit, with natural lighting if possible,
- Equipment and sockets should be situated to avoid potential trip hazards, and,
- You must also ensure that you visually check the cables of any electronic equipment supplied to you regularly (and at least every 6 months) and report any defects.

We reserve the right to visit you at home at agreed times for work-related purposes, including health and safety matters and to inspect, service or repair equipment (e.g. for PAT testing).

Facilities and equipment

The council will provide you with the following equipment for you to work from home and we will maintain and replace these items when necessary.

- Desk (if required)
- Office chair (if required)
- Filing cabinet (if required, which will be lockable for those staff who hold personal data)
- Printer/scanner
- Laptop computer
- Photocopier
- Mobile telephone or SIM card

It is your duty to ensure that proper care is taken of the equipment provided to you and to let the Clerk know of any need to maintain or replace the equipment. Should the risk assessment identify any further equipment that is necessary, please discuss this with the Clerk.

All equipment provided by the council is for you to work safely and effectively at home and cannot be used for

personal use by you or your family.

All equipment will belong to the council, and you will be required to return it to us promptly should you leave our employment. If we are unable to make suitable arrangements, we may collect the equipment and any documents before your last day.

Hours of work

As a home-based worker, your contract of employment will specify the hours when we expect you to be at work and contactable by telephone or email. There may be times during the working day when you are not available in which case these should be flagged to the Clerk (or the Chair of the Council) with prior authorisation.

You must be mindful to take adequate rest breaks which should be, as a minimum:

- A break of at least 20 minutes during each working day over 6 hours,
- A daily rest break of at least 11 continuous hours, i.e. the time between stopping work one day and beginning work the next day, and,
- At least one complete day each week when no work is done.

Potential conflicts of interest

During your hours of work, the council expects that your work environment enables you to work effectively and that you are not distracted by domestic matters. It is not appropriate to combine homeworking with caring for a dependant.

If there is an emergency and you need to attend to a non-work matter, then you should notify the Clerk (see the Dependant Leave Policy).

Data protection

As a home-worker you are responsible for keeping all documents and information associated with the council secure at all times. Specifically, homeworkers are under a duty to:

- Keep filing cabinets and drawers locked when they are not being used,
- Keep all documentation belonging to us in the locked filing cabinet at all times except when in use,
- Set up and use a unique password for the laptop computer, and,
- Ensure that documents are saved to the server rather than the laptop computer's hard drive.

Furthermore, the laptop computer and other equipment provided by us must be used only for work-related purposes and must not be used by any other member of the family at any time or for any purpose.

If you have a telephone conversation where you are discussing confidential work matters, you should ensure that such calls take place in privacy to avoid inadvertent breach of confidentiality.

Visits to work premises

On occasions you may need to attend other locations for training, performance assessment meetings, team briefings etc. This will normally not be frequent, and the dates and times of such visits will be agreed in advance.

Insurance, mortgage or rental agreements

Whilst our Employer's Liability Insurance extends to home-based staff, and any council equipment installed in your home will also be covered, you should ensure that any agreement with your landlord or mortgage lender allows you to work from home, and that your house buildings and contents insurance will not be invalidated by you working from home.

This is a non-contractual procedure which will be reviewed from time to time.

Paper 4 – Expenditure to be approved**Agenda Item PC 12.24.09**

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 (5.15) – 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
Dave Childs	Grounds Maintenance (inv. TBC)	BACS	TBC		TBC
Brantham Village Hall	Hall Hire – October 2024 Inv. 1095	BACS	48.00		48.00
SALC	Counillor Training – Tlancaster, CDonaldosn, AEdevane (inv. 29359 & 29372)	BACS	192.00	38.40	230.40

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 £5000; * a duly delegated committee for all items over £1000 * the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £1000. 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 06 December 2024

Payee	Detail	Method	NETT	VAT	TOTAL
Parish Council staff	November 2024 Salaries, Clerk & Assistant Clerk Office Allowance	BACS	2962.66		2962.66
Microsoft	Monthly Subscription Charges – October 2024	DD			37.08
Brantham Village Hall	Support for running costs –October 2024	BACS	416.67		416.67
Virtual Landline	Phone number for Parish Council				8.75
Brantham Management Limited	Grounds Maintenance Payment 2024-25	BACS	480.00		480.00
Smarty.co.uk	CCTV SIM Cards	Direct Debit	27.00		27.00
GiffGaff	Assistant Clerk SIM card	Direct Debit	6.00		6.00
Amazon	Christmas Tree decorations	Debit Card	157.36		157.36
Royal Mail	3 Month Postal redirect	Debit Card	39.50		39.50

Items paid following authorisation at meeting of 02 October 2024

Payee	Detail	Method	NETT	VAT	TOTAL
Dave Childs	Grounds Maintenance (inv. 2058)	BACS	105.00		105.00
IT Services at CAS Ltd	Additional mailbox (Assistant Clerk)	BACS	16.00		16.00
SALC	6 months Payroll Provision	BACS	123.00	24.60	147.60
SALC	CLlr Training sessions – MClark & LCherry	BACS	99.00	19.80	118.80
Pips Trees and Landscaping Ltd	Tree works at Merriam Close Play area	BACS	450.00	90.00	540.00

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

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

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Who	Detail	Method	Amount

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

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



CIL SPENDING REVIEW FOR THE YEAR ENDING 31 MARCH 2025

Neighbourhood CIL is governed by the CIL regulations and the rate at which it is paid is set out in national legislation. For those Parish Councils with a made Neighbourhood Plan it is 25% (with no CAP and for Parishes where there is no made Neighbourhood Plan it is 15% subject to a cap which is set out nationally (in legislation).

The cap is worked out at £100 index linked per occupied property within the parish. The cap rate is set for the year and changes on the 1st January each year.

1. CIL Resources available

CIL Funding currently stands at:

Financial Year	Income	Expenditure	CIL running Total	Timescales
2018-19	£2,556.87		£2,556.87	SPENT
2019-20	£104.01			SPENT
	£3,258.75		£5,919.63	SPENT
2020-21	£3,258.67			SPENT
	£2,681.48		£11,859.78	SPENT
2021-22			£11,859.78	
2022-23	£9,734.69			SPENT
	£7,747.54	£10,123.64	£19,218.37	SPENT
2023-24	£53,848.41			14.04.28
	£28,861.09	£34,323.89	£67,603.98	13.10.28
2024-25	£24,987.32			08.04.29
	£24,987.32	£11,772.35	£105,806.27	08.10.29
Committed		£5,796.00	£100,010.27	Balance after committed funds
Totals	£112,051.51	£62,015.88		

2. Projects completed as bids against the Neighbourhood CIL pot

The following projects having been previously approved as valid projects for the Neighbourhood CIL pot are now completed with monies being fully paid out.

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Minute number	Start date	Current Position
Replacement play area signs	None	£379.75	£0	£379.75	TBC	Jan-24	Completed
Replacement bench - at parish sign	None	£310.00	£0	£310.00	TBC	May-24	Completed

Beacon Brazier	None allocated	£4,200.00	None	£4,200.00	FC 04.24.10	Apr-24	Completed
Signage at New Village	None			£361.85	TBC	May-24	Completed
Installation of Hearing Loop at VH	None allocated	£798.08	None	£798.08	FC 06.24.07	Aug-24	Completed
Update to Cattawade Picnic area	None allocated	£5,586.00	None	£5,722.67	FC 05.24.08	Summer 2024	Project complete
TOTAL				£11,772.35			

3. Projects identified as potential bids against the Neighbourhood CIL Pot

The following projects have been identified as valid bids against the Neighbourhood CIL pot, have approval and are awaiting completion with monies being fully allocated and therefore committed:

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Minute number	Start date	Current Position
Play equipment replacement/repair	2500.00	Unknown	None	£2,500.00	FC 06.24.07	Ongoing	no projects identified
Village Hall Toilet Refit	3296.00	Unknown	Neighbourhood CIL (BDC), and external funding	£3,296.00	FC 06.24.07	Ongoing	no projects identified

Items highlighted in GREY will be identified as on an "as and when demand" as the parish continues to grow

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding		Additional consultation required	Further information
Skate Park at LPF	None allocated	£100,000	Neighbourhood CIL (BDC), and external funding	Unknown		Consultation with Brantham residents and PC needed	
Village Hall	None allocated	Unknown	Neighbourhood CIL (BDC), bDC CIL Infrastructure pot and external funding	Unknown		Consultation with Brantham residents and PC needed	

Crossing on A137	None allocated	£150,000	S106 /locality funding	£unknown		Community Consultation needed	
Other major projects	None allocated	Unknown	To be determined			Subject to consultation	
New Grit Bins	On as an when basis			Neighbourhood CIL (Parish)			
New Waste Bins	On as and when basis			Neighbourhood CIL (Parish			

PAPER 8

Brantham Parish Council

Donations for the year ending 31 March 2025 using the General Power of Competence*

Recipient	Reason for request	Amount Requested	Actioned	Funded Elsewhere	Minute no.
Village Hall Brantham	Purchase of new tables	£233	£233		PC 05.24.09
Manningtree & District Community Bus	Contribution towards bus costs	£500	£250		FC 05.24.06
Brantham Cricket Club	Contribution towards running costs	£500	£250		FC 06.24.05
Brantham Open Spaces Group	Purchase of leaf blower	£150	£0	£150	FC 06.24.06
Acacia Court Community Garden	Extra long hose	£100	£0	£120	FC 09.24.05

Subtotal of expenditure incurred in 2024-25 to date			£733
Donations budget for 2024-25			£3,000
Funding carried over from 2023-24			£151
Donations over/underspend for 2024-25			£2,418

* The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. At its Annual Parish Council Meeting of 10 May 2023 the Parish Council resolved that it fulfilled the eligibility criteria set by the SoS (Localism Act 2011 s8) and that it was enabled to use the General Power of Competence (GPC)

PAPER 9

BPC ANNUAL BUDGET 2025-26

VERSION 4 of DRAFT BUDGET

DATE OF ADOPTION: TBC

MINUTE NO. TBC

Updated:

CATEGORY	BUDGET 2022-23	ACTUAL 2022-23	BUDGET 2023-24	ACTUAL 2023-24	UPDATED BUDGET 2024-25	BUDGET 2025-26	NOTES
EXPENDITURE							
<u>SALARY/CONTRACT</u>							
Clerk/RFO	17,900	17,269	18,000	19,601	24,000	25,500	1
Assistant Clerk					2,770	7,400	2
Litter Pickers	6,000	5,696	6,500	5,903	12,000	12,340	3
Employers PAYE & NI	4,000	4,734	5,000	6,117	7,000	8,000	4
Clerk's Pension	750	1,044	1,000	1,210	1,500	1,315	5
Payroll costs	350	192	350	192	350	350	
TOTAL	29,000	28,935	30,850	33,022	47,620	54,905	

ADMINISTRATION		
Audit	700	592
Hall Hire	400	265
Insurance	5,500	3,290
Office Allowance - Clerk & Assistant Clerk	240	200
Petrol/travel costs	50	0
Postage	60	87
Telephone - VL and GiffGaff SIM	300	100
Stationery	300	98
Website/Email	500	400
Training	1,000	143
GDPR costs	50	35
Miscellaneous	1,000	638
Staff recruitment	200	0
Election costs	1,000	0
Councillor expenses	200	0
Purchases (i.e. office equipment)		0
ZOOM subscription	180	180
Accounting software		0
Microsoft subscription		0
TOTAL	11,680	6,040

700	797
500	488
5,500	5,268
240	246
50	62
70	85
300	0
300	125
500	204
500	642
50	35
	1,365
200	0
1,500	204
200	0
200	0
	0
	288
	102
10,810	9,910

800	800
570	580
5,500	6,125
315	480
50	50
100	50
	177
300	300
500	338
500	1,500
50	35
200	
500	
200	100
200	200
300	295
110	124
10,195	11,154

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SUBS/GRANTS/DONATIONS		
SALC Subscription	850	886
SLCC Subscription	197	111
Donations	1,900	2,099
Brantham Open Spaces support		
TOTAL	2,947	3,096

850	808
197	144
1,500	1,650
1,200	318
3,747	2,921

850	850
120	288
2,700	2,500
1,200	1,200
4,870	4,838

20
21

<u>SERVICES</u>							
BDC Litter bin emptying	1,800	1,420	2,000	1,792	2,830	2,970	22
Litter purchases	500	162	900	62	1,000	0	
Playground Inspection	300		300	0	300	192	23
General Village Maintenance	9,960	3,283	7,000	2,257	2,500	3,000	24
Playground equipment/repairs	1,000	40,136	4,000	101	1,500	1,500	
BLC Grounds Maintenance	4,000	3,984	4,000	2,942	480	480	
GPL Play area rent	10	10	10	10	10	10	
Horticulture	170	0	200	36	200		25
SCC Street Light contract Maintenance	2,250	1,004	2,400	1,217	1,400	1,140	26
Village Hall Maintenance Grant	3,000	3,000	3,000	3,117	5,000	5,000	
TOTAL	22,990	52,999	23,810	11,532	15,220	14,292	

<u>OTHER</u>							
CCTV Costs				590	400	290	27
SID/SID Maintenance	100	0	100	0	1,000	500	28
Defibrillator Maintenance	250	53	250	127	500	500	29
Parish Plan activities/support		0		310	2,500	500	30
Projects/CIL	332	0	1,586		30		
Miscellaneous		10,149		7,936			
December Meeting supplies						100	
Christmas Tree						250	
VAT		10,247					
TOTAL	682	20,449	1,936	8,963	4,430	2,140	

<u>CIL FUNDED PROJECTS</u>							
Village Hall Toilet updates						2,915	31
Skate Park						45,000	32
Recreational equipment/Assets				33,234		10,000	33
Village Assets i.e. bins etc						1,000	
Donations						5,000	34
TOTAL				33,234		63,915	

TOTAL EXPENDITURE	67,299	111,519	71,153	99,582	82,335	151,244
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FUNDED BY:

Precept	53,728	53,728	57,581	57,581	63,636	74,966
Bank Interest	30	223	30	1,615	1,877	1,200
Rent (BMCIC)	1,650	1,388	1,650	1,801	1,650	1,650
Annual Insurance repayment from BMCIC				975	2,221	2,222
Highcliff Lease	5,000	5,000	5,000	5,000	5,460	6,800
Braiswick road contribution					150	150
VAT reclaimed	1,500	8,024	1,500	5,887	2,000	
Recycling	300	182	300	493	300	300
Scouts Ground Rent	1	1	1	0	1	1
Private Road contribution	40	40	40	40	40	40
CIL reserves	5,000	12,482	5,000	29,351	5,000	63,915
CIL Grant (BDC)				3,883		
miscellaneous		4,433		291		
TOTAL	67,249	85,501	71,102	106,918	82,335	151,244

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Funded by CIL

CIL not included within budget as it is to be used to fund infrastructure needed to mitigate development coming forth from growth in the village

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
	Actual	Actual	Actual	Actual	Actual	Actual	Actual to September 2024
CIL Receipts							
CIL Expenditure							

NOTES

- Clerk's salary 24 hours per week x 52 weeks Current salary scale SCP 24-28. Calculated using 24-25 hourly rate and anticipated increase in Nov 25 of 1.5% 1
- Assistant Clerk post employed on contract of 8 hours per week. Build in additional hours to 12 per week from Sept 25. 2
- Current salary scale 10-14. Build in incremental point from Sept 25. Anticipate pay award of 1.5% in Nov 25
- Litter pickers - 24-25 salary £12 per hour. Anticipate increase of £1 per hour. 3
- These figures are currently indicative and may be subject to change. I have requested a calculation from SALC to confirm 4

Paid on qualifying earnings (at estimated 20.05ph above) £6240 for 24-25	5
Based on costs for 24-25 +5%	6
£26pm for Clerk and £14pm for Assistant Clerk	7
Should be a reducing cost due to online banking facility (i.e reduced need to post cheques)	8
£6pm - GiffGaff SIM, £8.75pm Virtual Landline	9
Costs for paper, printer ink etc	10
Onesuffolk subscription - £50, 12 mailboxes for 12 months - £288	11
CLLrs to continue training as part of continual professional development and assistant Clerk to undertake training for development	12
No indication that this will increase	13
Likely no cost. Advertising via SALC is free. Other adverts can be included on social media or in The Bugle for zero cost	14
Election unlikely, should costs for an election be incurred this could be drawn from general reserves	15
Amount reduced to reflect lack of expenses expenditure in the past	16
Possible a printer may need to be purchased for Assistant Clerk. All other equipment currently sound	17
Based on 23-24 invoice + anticipated inflationary increase of 2.3%	18
Microsoft Business standard (£10.30pm)	19
Based on 24-25 figures	20
Cost increase as fee is no longer shared with Tattingstone Parish Council	21
Based on 24-25 invoice + anticipated increase of 5%	22
Based on letter with detailed cost received September 2024	23
Total cost in 23-24 £2256.50. Projected cost in 24-25 £3000	24
Horticulture projects to be funded from reserves	25
Based on invoice in March 2024 of £1112 + CPI 2.3%	26
3 x SIM cards with Smarty at £9pm each	27
Possible new batteries/posts needed	28
Replacement batteries/pads	29
Possible costs for future events	30
12.5% of total costs - may vary dependant on funds available from Babergh CIL bid	31
12.5% of possible costs of £180,000. Hope for contribution from Babergh CIL and other fundraising	32
Possible recreation equipment necessary in the future	33
Possible future project requests like RST project funded this year.	34
Rent review due - increase estimated as final figure will be based on December 24 RPI	35



Paper submitted by the Clerk to the Council at the Finance Committee meeting on 27 November 2024

A briefing paper for Finance Committee on the Budget Preparation for 2025-26

INTRODUCTION

The budget is a key part of the Council's plans and must tie in with its policies. The Council needs to budget for a number of reasons:

- To plan its future activities
- To provide an opportunity to monitor progress during the year by comparing what it actually spends against what it plans to spend
- To assist the council in setting its precept
- To provide the framework authority for expenditure under various headings.

PRECEPT – what is the precept and its legal basis

The precept is the parish council's share of the council tax. The precept demand goes to the billing authority. The district council or equivalent, which collects the tax for the parish council.

Section 50 of the Local Government Act Finance Act 1992 specifies the calculation of the budget requirement for local precepting authorities. In accordance with the Accounts and Audit Regulations 2015, the Parish Council must also ensure that its financial management is adequate and effective and that it has a sound system of internal control.

During the process of calculating the precept. Council should be mindful that the sums it sets must be sufficient to cover the following:

- Next year's expenditure, including an allowance for contingencies
- Outstanding expenditure in previous years
- Expenditure that is anticipated to be incurred before the precepted sum becomes available
- Payments to a sinking fund, capital fund or a renewal and repairs fund
- Comparisons between expenditure and income

Risks associated with the setting of the budget

1. Risk 1 – Capping of Parish Council precepts

Whilst capping is possible in the future, the Department for Levelling Up, Housing and Communities published in December the Provisional Local Government Finance Settlement for 2024-25, that whilst there will be council tax referendum limits for principal councils, there is again an exemption for town and parish councils. This means we can continue to set precepts without a referendum.

Risk Assessment – Low likelihood and low impact

2. Risk 2 – Sustainability of village amenities

The continuing operation of amenities in the parish relies upon efforts of the parish council to raise income whilst controlling costs. There are times and circumstances when the Parish Council will need to rely on external funding or where the parish council itself will be asked for financial assistance. With the continued growth of the village of Brantham there will be a greater call on the current facilities as well as the need for improved or a wider range available to the population. There is an expectation that, as in the previous year, the parish council will be expected to undertake a number of services that are no longer offered by either the District or the County ie. hedge clearance, gully and gutter clearance etc.

Risk Assessment – Medium likelihood and medium impact

3. Risk 3 - Personnel costs

Council must be aware that it needs to comply with employment law and pension legislation. Annual pay awards and performance reviews should be built into budgets for future years. In addition, if any new employees “opt-in” to the local government pension scheme, there will be higher staff costs through employer contributions to the pension scheme. The Clerk is currently the only member of staff enrolled in a NEST pension scheme with employer contribution on qualifying earnings only at 6% for 2024-25. The breakdown of the budget to be set shows the staff costs covered by the budget and any associated employment costs (including unknown annual pay increase for 2024-25)

Risk Assessment – Medium likelihood and medium impact

4. Risk 4 – Asset Replacement Reserve

Council should consider allocating on an annual basis a sum to be made as a contribution to an Asset Replacement Reserve to allow a reasonable sum to be maintained for the replacement of the assets held by the Council on a rolling basis. Currently the Council has no reserves for recreational equipment or property maintenance. New equipment over the last couple of years has been funded from Neighbourhood CIL monies held by the Parish Council.

Risk Assessment – Medium likelihood and medium impact

5. Risk 5 – Failure to contribute to General Reserves

The Parish Council currently has no held general reserves. The Council should ensure that such reserves are held in accordance with Proper Practices which states that one of the key stages in determining the budget is to “provide for contingencies and consider the need for reserves.” As with any financial entity, the Parish Council must ensure that it has sufficient reserves (both general and earmarked) to finance both its day-to-day operations and future plans. However, it should be remembered that given that the majority of its funds are generated from taxation/public reserves, it needs to ensure that such reserves are not excessive.

Risk Assessment – Medium likelihood and High impact

6. Failure to manage Restricted Reserves (CIL Funds)

A portion of CIL income is paid to the Parish Council to be spent by the Parish Council on offsetting the impacts of development in the area. These sums must be held in a designated reserve (restricted reserve) to support the expenditure on facilities and services to ensure that there is the capacity to sustain such growth. Over time this will lead to a reduction in the total reserve available and all associated revenue costs will need to be brought into the revenue budgets funded by the Precept. Such reserves have a time limit in which expenditure must be incurred.

Risk Assessment – Medium likelihood and medium impact

PRECEPT DEMAND

The starting point for the preparation of the Draft Budget involves a review of recent trends in respect of receipts and payments along with known associated costs for new assets and anew expenditure incurred. Council has previously run with the presumption that any increase in Precept shall be in line with inflation with an explanation for departure from such a trend.

Please see the attached Budget spreadsheet (Paper 5) for first indication of precept demand for 2025-26. This may be subject to change when Tax Base figures are finalised in January 2025.

TAX BASE

BDC have issued the Indicative Taxbase calculator and Indicative Tax Base information via email on 14 November 2024. These figures have been used in the calculation of the Precept to be set as per the detailed workings in Paper 5.

Tax Base for 2025-26 £1092.33	Tax Base for 2024-25 £998.16	% Change 9.43%	Status INDICATIVE
----------------------------------	---------------------------------	-------------------	----------------------

The budget in the sum of £150,094 is submitted to the Finance Committee for consideration at its meeting on 27 November 2024 with details of the funding sources for the overall budget.

So far the tax base figures are indicative and these may therefore be subject to change. As it stands the Precept required to cover the non-funded aspects of the budget set for 2025-25 will be £68.80 on a BAND D property. This represents an increase of £5.05 per annum or 7.92% on a BAND D Property.

Analysis of the Tax Base for Brantham since 2021-22

Year	Tax Base	Band D	Movement in £	Movement in %	Precept in £
2021-22	870.79	55.79			48,585
2022-23	944.08	56.91	1.12	2.00	53,728
2023-24	963.70	59.75	2.84	4.99	57,581
2024-25	998.16	63.75	4.00	6.69	63,636
2025-26*	1092.33	68.80	5.05	7.92	75,156

*draft

Reserves – Earmarked, Restricted and General

Council should be mindful of guidance given within the Practitioners Guide to Proper Practices to be applied in the preparation of Statutory Annual Accounts and Governance Statements (March 2024) which states that “The authority needs to have regard to the need to put in place a General Reserve Policy and have reviewed the level and purpose of all Earmarked Reserves.”

As with any financial entity, the Parish Council must ensure that it has sufficient reserves (both general and earmarked) to finance both its day-to-day operations and future plans. However, it should be remembered that given that the majority of its funds are generated from taxation/public reserves, it needs to ensure that such reserves are not excessive.

Earmarked reserves

Earmarked and Other Reserves – none of the above in any way affects the level of Earmarked and/or Capital Receipts Reserves (EMR/CRRs) that an authority may or should hold. There is, in practice, no upper or lower limit to EMR/CRRs save only that they must be held for genuine and intended purposes, and their level should be subject to regular review and justification (at least annually) and should be separately identified and enumerated. Significant levels of EMRs in particular may give rise to enquiries from Internal and/or External Auditors.

Restricted Reserves

Neighbourhood CIL is passed to Parish Councils by BDC where development is taking place. The amount will be 15% or 25 % depending on whether the community has an adopted Neighbourhood Development Plan (NDP). Brantham does not have an adopted NDP.

The CIL regulations 2010 as amended state that the parish council must spend the CIL income they received from the District on either:

- The provision, improvement, replacement, operation or maintenance of infrastructure

Or

- Anything else that is concerned with addressing the demands that development places on an area

Providing CIL is spent in accordance with the above, CIL monies may be used to provide seed or match funding with other income streams and/or may be spent collaboratively with other parish councils, community interest companies or other providers to make the most efficient use of funding to benefit the community.

General Reserves

The generally accepted recommendation with regard to the appropriate minimum level of a general reserve is that this should be maintained at between three and twelve months of net revenue expenditure. This (subject to

planned surplus or deficit) is effectively the precept less any loan amounts included in the precept for capital projects and transfers to earmarked funds.

Council is therefore encouraged to adopt as a General Reserve the level that is appropriate to its size and situation and plan its Budget so as to ensure that the adopted level is maintained.

Current General Reserve	Level under 3-month equivalents to be held for contractual duties	Variance £
£0	£15,909	TBC

The General Reserve Fund will be determined at 31 March 2025 (the end of the Financial Year) and Council is encouraged to ensure that it meets the 3-moth rule as outlined above.

Current Earmarked Reserves stand at:

Earmarked Reserves (Designated Reserves)				
	Opening Balance 01.04.24	Movement	Reasoning	Current balance
Computer/Office Equipment	500			500
Parish Poll/Election	2000			2000
Legal Expenses	9,169			9169
Roads	10,000			10,000
Lighting	5,772			5,772
Horticulture	935			935
Limecrest Fund	20,419			20,419
Village Hall Projects	30,000			30,000
CIL Funds	67,603	+18,024	Income/Expenditure	85,627
TOTALS	146,350			164,374

PARISH OF Brantham

Local Government Finance Act 1992

PRECEPT UPON CHARGING AUTHORITY

To **BABERGH DISTRICT COUNCIL** being the Relevant Charging Authority for the above Parish

YOU ARE HEREBY DIRECTED to pay to (Name of bank) _____

(Account No) _____ (Sort Code) _____

(Being the Bankers of the Parish Council/Meeting of the above-named Parish)

at (Address of Bank) _____

_____ Postcode _____

the sum of (amount in words) _____

_____ (£ _____ amount in figures)

TO BE PAID IN TWO EQUAL INSTALMENTS, EITHER:

- | | | | |
|---|-----|---------------------------------|---|
| * | (A) | 1 ST INSTALMENT OF £ | TO BE PAID NO LATER THAN: 30 APRIL 2025 |
| | | 2 ND INSTALMENT OF £ | TO BE PAID NO LATER THAN: 30 SEPTEMBER 2025 |

OR If this form is not returned by 31 March 2025

- * (B) 1st instalment within 1 month and 2nd instalment within 6 months of the receipt of this form by the District Council

Being the Parish Council/Meeting's **total precept requirement** for the financial year commencing 1 April 2025 from the **BABERGH DISTRICT COUNCIL** Collection Fund to meet the expenses payable by the Parish Council/Meeting under the Local Government Acts.

SIGNED at a meeting of the Parish Council/Meeting held on _04 December 2024

Presiding Chairman SIGNATURE _____ or

Member of the Parish Council/Meeting SIGNATURE _____

COUNTERSIGNED (Clerk to the Parish Council/Meeting) _____

PLEASE RETURN SCANNED FORMS TO : Precept@baberghmidsuffolk.gov.uk
ALTERNATIVELY: FINANCIAL SERVICES, BABERGH AND MID SUFFOLK DISTRICT COUNCILS,
ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH, IP1 2BX BY 31 JANUARY 2025



Paper submitted by Cllr Lesley Cherry to the Council at the Parish Council meeting on 04 December 2024

BRANTHAM VH GOVERNANCE ARRANGEMENTS

a) INTRODUCTION

I have now attended the SALC training. Please see the details at Appendix A.

I brought all this information to the current Trustees attention and although one was away on holiday I have got the agreement of all those in attendance at that meeting. I have been trying to contact one other trustee who cannot attend any meetings at present, but she has been unable to return my calls or answer my emails. I hope to have resolved this in time for the meeting.

The village hall trustees present, 5 of the 7, would like to ask the Parish Council to become the sole trustee. I have been in touch with Toni to ask for some help in how we change the charter to reflect the changes, in accordance with the legislation. Ideally, we will get the charter ready for the public meeting, which I would like to hold as soon as possible in the New Year.

If Toni is not able to help then we may need some professional advice.

b) PROPOSAL

Brantham Parish Council to formally agree to become the Sole Trustee of the Brantham Village Hall.

APPENDIX A

Parish Council as a sole Trustee

Currently the Village Hall Charity is unincorporated. It has a trust deed and is not a legal entity in its own right. This means that it has a custodial trustee, which in our case is the parish council. As a custodial trustee the Parish Council holds the title to the land but is not involved in the day to day running of the hall.

In an unincorporated charity there is unlimited joint liability. Each trustee would share the liability. There is no distinction between the trustees, whether they are appointed from the governing body or co-opted. All are equal. Parish Councillors sitting on the charity as trustees have no protection for this from the parish council. If a sole trustee is the parish council no one is personally liable.

In our case the reasons this charity might ask the Parish Council to be the sole trustee is because the committee has got very small and is not functioning as it should. Any charity can ask. But it is hard to refuse if you are already custodian.

Sole Trustee

If the Parish Council becomes a sole trustee, it must control and manage the charity. Always act in the charity's best interests, even if that is not in the best interest of the council. Comply with the existing terms of the governing body (these do not change even if the control passes to the council) These terms include having at least 2 meetings a year in our case. It was suggested that they could happen after a normal council meeting. They are not open to the public. Nor are the minutes. These, in a charity case, are merely an aid memoire to the trustees. In any minutes of any subcommittee of the charity, names are recorded as Mr and Mrs not Cllr. As in these meetings there is only one sole trustee which is the parish council. The sole trustee must comply with all charity legislation. It must be very separate

from the council; any minutes or correspondence must not have the council heading. Bank account to remain separate. AGM would still be public and would be arranged by the parish council.

It was suggested that the village hall would not appear on the assets register. The Parish Council being the trustee not the owner.

Any new subcommittee can be made up of councillors and volunteers. This is recommended. But the Council should retain overall control of the subcommittee. If the Clerk and Assistant clerk are on the committee, and get a vote, that would still leave us 1 vote short of a majority. It must be called the subcommittee of the charity and NOT a subcommittee of the parish council. The subcommittee must have a clear chain of command and follow standing orders.

The sole trustee can delegate the day to day running of the charity to a clerk, but more commonly a subcommittee that the clerk would sit on with a vote. Currently the clerk has no vote, despite doing the majority of the work. The charity cannot benefit the council, an example would be reduced rent for meetings. The council can give assets/services to the charity. But it is not bound to do so.

Any chair of the subcommittee is not the chair of the charity, this would be the Parish Council chair. Any major decisions have to be agreed by the full council acting as the sole trustee. The charity account would continue to pay all invoices as it does now.

The charity accounts would not need to be audited with the Parish Council accounts. They would just have to follow charity commission legislation and be independently inspected as they are now.

Any grant applications should clearly state they are from the charity and not parish council. Council can reclaim VAT on purchases made for the charity if it is acting as sole trustee. All charity community buildings are eligible for 80% mandatory relief from council tax whether run by trustees or council. For any completely new building project, VAT would be zero rated.

If on the subcommittee, a member has a conflict of interest, they have to state the conflict but may still vote. The members of any charity must always act in the best interests of the charity, whether in their own best interests or not. This also applies to the existing trustees.

If the chair of the charity needs to make a public statement about the charity, it must be made clear that the statement is not from the parish council.

Insurance must continue to be in the charity's name and cannot be added to any existing policies that the Parish Council may have.

It can be returned to a charity again at any time should the volunteers come forward.

How to become a sole trustee

If the existing trustees want to, they can put forward a resolution at a public meeting to appoint the Parish Council as the sole trustee. It needs to be at least 75% of existing trustees and not of those present at the meeting. The sole trustee then needs a public meeting to amend the governing document. This would then reflect the removal of the old trustees and appoint the Parish council as the sole trustee.

This can be done in one meeting, and requires the agreement of the existing trustees. They have to change their own entry on the charity commission website, from themselves to the parish council. Then the only trustee shown would be the parish council. The clerk is normally listed as the contact.

Upload the resolutions to the charity website.

Useful links

<https://www.gov.uk/government/publications/local-authorities-as-charity-trustees/local-authorities-or-councils-as-trustees-of-charities>

2022 charities act 2022 section 280a

robert.horn@groundwork.org.uk 07736 132871

BRANTHAM 2034 STRATEGIC PLAN

This Parish Council strategic plan is a “live” document that the council will update on a regular basis and will review annually. The Plan will enable the council to track and monitor progress against the objectives and timescale.



BRANTHAM PARISH COUNCIL

What is a Parish Council Strategic Plan?

This Strategic Plan has been produced as a statement of Brantham Parish Council's vision, values, objectives and key priorities for Brantham.

It is hoped that this Strategic Plan will be a "live" document that sets out what the Parish Council can realistically achieve either directly or indirectly through influencing other principal authorities such as Babergh District Council and Suffolk County Council.

The aim of the Strategic Plan is to provide Brantham residents with clear insight of what the Parish Council is trying to achieve and how it expects to deliver this. The Strategic Plan will identify the Parish Council's "direction of travel" for the next 10 years and will be used as a guide each year to set the budget for the next financial year.

These strategic objectives have been based on community engagement and involvement. It is hoped that the Parish Council will use these objectives to ensure that the Parish Council is more proactive in its decision making over the coming years.

As a "live" document, that will be publicly available, the Parish Council will be able to monitor progress against key targets and amend the Plan accordingly. Residents of Brantham will also be able to monitor and comment on the Parish Council's progress.

Moving the Strategic Plan Forward

Monitoring progress against the list of priorities which make up the Action Plan will take place at Parish Council meetings. The Strategic Plan as a whole will be monitored annually and will be updated to keep the document relevant and timely. The Strategic Plan will be available to view on the Parish Council website.

An overview of Brantham Parish

Local Government Structure

There are three tiers of local government, each with different responsibilities. Brantham Parish Council is the first and most local tier, with an important role to play in promoting the village, representing its interests and supporting the work of different groups in the community. Babergh District Council is the second tier and is responsible for services including environmental services (e.g. street care and cleaning), development planning, and strategic planning policies for all development via Core Strategy (including housing). The final tier is Suffolk County Council who are responsible for highways (relating to roads and pavements), health, education, social services, and public rights of way.

Governance

Brantham Parish Council has eleven Councillors who are elected every four years. The Chairman and Vice-Chairman are elected annually by the Councillors at the Annual Parish Council Meeting in May.

Councillors are unpaid and commit their time to improving and maintaining Brantham on behalf of its residents. Elections were held in May 2023. Full Council meets the first Wednesday of every month at Brantham Vilalge Hall starting at 7pm. All meetings are open to the public and there is a period set aside for the public to address the Council.

Brantham has a population of 2,600 (2021 Census) and 1,100 houses (2021 Census).

Brantham Parish Council's Main Areas of Responsibility

The Parish Council has responsibility for:

- The management and maintenance of the three village play areas (Merriam Close, Gravel Pit Lane & Temple Pattle)
- The upkeep of the bus shelters, noticeboards and bins (dog litter and grit).
- Street lighting in the Parish but excluding those maintained by Suffolk County Council.
- Submitting comments on all planning and change of use applications Brantham as a consultee of the Planning Authority (Babergh District Council).

Additional Responsibility for Service Delivery in Brantham

- Babergh District Council is responsible for environmental services (litter: refuse and recycling including dog fouling), business support and the provision of housing services (in association with Housing Associations).
- Suffolk County Council is responsible for highway issues, signage, lighting on main roads and co-ordinating public transport. The County Council is also responsible for education, health and social care and library services.
- Suffolk Constabulary is responsible for addressing crime and anti-social behaviour in Brantham.

Parish Council Staff and Management

The Council employs five members of staff two of which work in administration. The administration of the Parish Council is carried out by a Clerk (Sarah Keys) who is appointed by the Council and carries out all the functions required by law as the Council's Proper Officer. The Clerk is

also the Council's Responsible Financial Officer (RFO). The Clerk is supported by the Assistant Clerk (Fiona Coley). The Council also employs three litter pickers.

Financial Information

The Parish Council agreed a precept (the local tax levied by the Parish Council which is collected on its behalf by Babergh District Council as part of the Council Tax Bill) £63,636 for 2024-25. This equates to £63.75 per Band D property for the 2024-25 financial year.

Brantham Parish Council's 10-year objectives

Brantham Parish Council has set the following objectives for the next 10 years, these objectives will inform the Council's "direction of travel" and financial planning.

OBJECTIVE 1: BUILDINGS AND LAND

1.1: Brantham Village Hall

To provide the village with a financially self-sustaining Village Hall that is fit for purpose, versatile, inclusive and at the heart of community life.

1.2: Brantham Leisure Centre

BPC to work with leaseholders to create a vibrant and thriving community centre with a shared Brantham Buildings "brand" that is financially self-sustaining and offers good value-for-money activities and resources to local users.

1.3: Land Assets

Maximise the potential of all BPC Land assets to meet the needs of the village

1.4: Affordable Housing

At least 12 affordable houses completed or underway for people with a strong connection to Brantham.

1.5: Scout Hut

New Scout Hut in place

OBJECTIVE 2: OUTDOOR SPACES AND GREEN ISSUES

2.1: Skate Park

A well-used, fit-for-purpose Skate park in place that meets the needs of village young people and provides a vibrant and exciting place for young people to enjoy sport, fitness and a sense of community. Asset to host local competitions, be an embedded part of school PE provision and offer community facilities such as toilets and refreshments.

2.2: Allotments

At least 20 Allotments plots established and well-used with a waiting list in place. Allotment community to grow and flourish.

2.3: Tree and Flower Planting

To have planted ? new trees by 2034 and begun programme of wildflower and bulb planting to encourage biodiversity in open spaces.

2.4: EV Charging Points

To have at least 3 EV charging points in the village and well-used by local people.

2.5: Energy Saving Scheme

Village Wide energy saving scheme in place and well used by local residents helping to save money for local people.

OBJECTIVE 3: SAFETY

3.1: Brantham as a safe place

All Brantham residents feel safe and secure in their homes, shared venues and in village outdoor spaces. Drug and antisocial behaviour issues eradicated.

OBJECTIVE 4: COMMUNITY & ENGAGEMENT

4.1: New Residents

New Brantham residents to feel welcomed to the village and to quickly become part of village life.

4.2: Youth Engagement

Young people engaged with the Parish Council and local groups to ensure they are engaged and involved in activities and developments that impact on their experience of life in Brantham.

4.3: Community Groups

A thriving set of community groups that meets the varied interests and needs of village residents.

4.4: Village Events

A full and coordinated village event calendar with activities taking place throughout the year.

OBJECTIVE 5: VILLAGE INFRASTRUCTURE

5.1: Roads

A137 to include multiple safe places to cross, average speed cameras in place along the road and engagement underway on possibility of a “Brantham Bypass”.

PAPER 15

BRANTHAM PARISH COUNCIL MEETING – Councillor Reports Wednesday 04 December 2024

Recreation Sub-Committee – Cllr Heywood

Because of the wet weather recently Dave Childs has not been able to carry out the remedial work to the ground under the monkey bars at the Gravel Pit Lane play area. Dave has assured me that he will be doing this work within the next week.

There is a section of hedge along the Cinder Path side of the Lower Playing Field that is not trimmed by the contractor who cuts the rest of the hedge along Cinder Path, as that section is the boundary of the playing field, and not the football field. Dave has said that will be done in the next week.

Dave will also be replacing a damaged fence post at the Merriam Close play area in the next few days.

Village Hall Management Committee – Cllr Cherry

Village Hall PAT testing has been completed. Getting the BATs equipment checked is not a charity responsibility so this, I understand, has been booked but has not taken place yet. Nor have the plastic ties been replaced with metal ones on the cabling. I understand they require scaffolding and while that is up members of the Bats team have kindly offered to dust away all the cobwebs up at the top of the hall.

The Halloween event, which was free to all to attend, has been a huge success. The plan is to do this again next year but ask for donations as they leave to help fund the running of the hall.

We managed to secure a new contract for the electricity at a significant saving, but the move was blocked by SSE as without our knowledge a third party had renewed our contract. We are looking into this, but SSE have refused to help meaning that we now cannot leave them until next year.

Skate Park Project – Cllr Edevane

This month Mal & I met with a guy from environmental at the proposed site for skatepark. It was really interesting & positive 🥰 Which is just brilliant!

I had a meeting with a friend who has experience with applying for funding & he's currently writing me a decision document (not entirely sure what that is but he knows his stuff!) This is something we will use as we start to apply for CIL funding etc.. So hopefully the new year we can really start to ramp up getting this done! 🚀

Legal Sub-Committee – Cllr Bridgeman

Only thing to report from Legal is that the Leisure Centre has still not reimbursed the council for the insurance payment despite promising to get it sorted by the end of October

Next action is to reconvene Legal sub committee to plan next steps.

Footpaths and Services Report for PC meeting – Cllr Cherry

I have had no complaints directly to me about over full bins this month. No reports of issues with footpaths despite the strong winds.

There is a chance the work on the footpath adjacent to the Merriam play area will be done before Christmas, but the builder is away for 2 weeks in December.

I received a complaint from a fellow resident of Cedar Close about an abandoned car on the verge. It is not causing any obstruction, and is not breaking any laws that I can see. It is fully taxed and has a current MOT. The verge runs along the full length of the stream side of this road. Residents, along that section of road all keep the grass neat and tidy between the cuts provided by the Council. Apart from being upsetting to them I cannot see that anything can be done.

BLC Representative – Cllr Donaldson

Nothing to report.