**GREAT BRADLEY PARISH COUNCIL**

Minutes of the meeting of the Parish Council held on 19th March 2014 at the Village Hall

**Present**:

Councillors: Simon Kiddy (Chairman), Karina Joyce, Anne Smith, Rowan Sylvester-Bradley, Pat Spires. Also County Councillor Mary Evans (part) and Clerk John Barnett.

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| **Item** |  | **Action** | |
| 1 | **Apologies for absence:**  Suffolk Police. Mike Parsons has resigned from the Council. |  | |
| 2 | **Councillors Declarations of Interest in any item on the agenda:**  There were no declarations of interest. |  | |
| 3 | **Minutes of the last meeting:**  The minutes of the last meeting of the Parish Council on 29th January 2014 were approved and signed together with the cheques approved at that meeting. |  | |
| 4 | **Suffolk County Council:**  County Councillor Mary Evans said that she had reported the highways matters from the last meeting but there was a long backlog. Training sessions on Emergency Planning has revealed a lack of understanding from the public of who to contact. There are small SOS self-help emergency guidelines in the form of fridge magnets available. Clerk suggested some for distribution at the Annual Village Meetings and Councillors Evans said she will bring a quantity to each. Councillor Sylvester-Bradley requested latest information about what items go in which wheelie bins. Councillor Evans said that although this was St Edmundsbury Borough Council she will get them to email current information to the Clerk. |  | |
| 5 | **Matters arising from the minutes:**   1. Garden area design and planting plan. Councillor Sylvester-Bradley showed the design from Sue Sylvester-Bradley together with plant suggestions. She would welcome a meeting next week with all those interested to work through it. Clerk to organise. 2. Village sign. Councillor Sylvester-Bradley said there had been no further progress at present 3. New computer courses. Clerk said that they had filled both courses again with 6 in each. The morning course was on Windows 8/8.1 and the afternoon course was on Excel. There should be sufficient funds remaining to run one more course in the Autumn. With the popularity of these courses continuing Clerk said he would give consideration to applying in the Autumn for further funding for next year. 4. Village archives. Clerk said that there was a small team (Councillors Smith and Spires, Maureen Barnett, Pete Smith, Gill Brown and the Clerk) who had been working whenever they could one afternoon a week on the archives. There had been a need for a filing cabinet and file boxes which had been purchased. There will be a requirement for a further cabinet of sorts for the large quantity of maps. The papers had all been sorted into different categories and were now being individually identified and written up. Councillor Sylvester-Bradley suggested this could be done directly into Excel on laptops. 5. Local History Recorder. Clerk said that two people had offered to do this - Councillor Smith and Mike Brophy. It was felt that Councillor Smith would be the ideal person to handle the hard copies and paperwork required and Mike would be ideal for the digital side. The Clerk is to arrange a meeting to decide how this goes forward. There is a training day for Recorders coming up - Clerk to establish when. 6. Coffee Caravan visit. Clerk said that the Coffee Caravan had suggested making the visit more of an event to try to tempt people to come. The current thinking is perhaps to use some of the archive material to make a mini-history exhibition if possible. There could also be a rolling slide show of pictures and display of some of the maps. The event would be on a Friday in the school holidays in the Summer and the exhibition material could be left out over the weekend for those who couldn't attend during the week. 7. Litter pick. Reminder that this is scheduled for 29th March at 10am at the Village Hall with free refreshments after. Councillor Smith offered to organise the refreshments. | | Clerk  RSB  Clerk  Clerk  Clerk  Clerk  Clerk  AS/Clerk |
| 6 | **Highways matters:**  None reported |  | |
| 7 | **Suffolk Police:**  A report had been received. There were no crimes in the village since the last meeting. |  | |
| 8 | **Planning applications:**  None received. |  | |
| 9 | **Correspondence:**   1. Suffolk Local History Council. Clerk said that the Local History Recorder scheme requires an annual subscription cost of £15. Their year runs from October to September therefore it is recommended to join after October this year. 2. Village of the year competition. It was agreed that Great Bradley would not enter this. 3. Government consultation on draft transparency code. The consultation was discussed and Clerk to return the answers. | Clerk | |
| 10 | **Possible community event:**  After discussion it was agreed that Great Bradley should run a community event possibly using the Big Lunch template. Clerk to obtain free pack. It was felt that the simple activities used successfully before e.g. beat the goalie, rounders, wellie throwing, basketball for youngsters could be used again. Free wine/soft drinks could possibly be used as an extra incentive. To go on the Annual Village Meeting agenda for discussion. | Clerk  Clerk | |
| 11 | **Possible W.W.1 commemoration:**  It was felt that the start of W.W.1 was something that should be commemorated. Charles Ryder's films of that period would be an excellent idea to have running and Councillor Smith has some also. Need to have some background songs for atmosphere.  Councillor Spires suggested a possible re-consecration of the church window. Councillor Smith will check the names on the memorial in the church.  Also to go on the Annual Village Meeting agenda for discussion, appeal for material and ask for volunteers to help. | Clerk | |
| 12 | **Annual Village Meeting:**  It was agreed not to have a speaker at the Annual Village Meeting as it would delay the finish time overmuch. The agenda was discussed and the following items agreed to be included in addition to the normal reports from village organisations, activities and Borough and County Councils and Police:   1. Garden Area - update 2. Archives - information on activities. Including information on the Local History Recorder 3. Recreation Area - Living Willow and dog fouling updates 4. Coffee Caravan - update and ideas 5. W.W.1 - update and ideas 6. Community Event - update and ideas   Also a possible rolling slide show of last year's activities and archive material could be used. A suggestion also was that the fire service might be asked to come to the Coffee Caravan event instead of the Annual Village Meeting. | Clerk | |
| 13 | **Revised Financial Regulations:**  The council approved the new Financial Regulations for the Council which were signed by the Chairman.  The Clerk said that parts of these new regulations had sadly already been made redundant because new NALC model regulations including the legalising of electronic payments had now come through. However, they can be used until such time as the Council approves new updated regulations. | Clerk | |
| 14 | **Recreation Area:**   1. Grasscutting charges. The revised charges from the existing contractor were accepted for both the Recreation Area and the churchyard. 2. Football goal nets back irons. Clerk said these had been delivered. The Chairman offered to assist with putting them up if necessary. | Clerk | |
| 15 | **Finance:**   1. The Clerk ran through the projected end of year budget report. There is anticipated to be just under £3,000 surplus over the budgeted figure. However, there is a carry-over of 2 items - £700 of the Village Garden refurbishment and £1,100 in computer courses costs. 2. Accounts for approval/payment. A total of 9 payments to a value of £797.08 was approved. | Clerk | |
| 16 | **Project List:**  The Project list was updated.  Councillor Joyce reported that the Information Panel was in need of a clean and there was some splitting at the joints.  Bonfire Night. Now that Mike Parsons has resigned and left the village there may need to be another assistant at for the fireworks. Clerk to contact Dave Flood. | Clerk  Clerk  Clerk | |
| 17 | **Village Events notified:**  29th March - Litter pick  9th April - Annual Village Meeting |  | |
| 18 | **Matters for consideration at the next meeting:**  None raised. |  | |
| 19 | **Dates for next meetings:**  The next meeting dates are 9th April for the Annual Village Meeting, 14th May for the Annual Meeting of the Parish Council and 25th June to approve the accounts for 2013/14.  The following dates were approved - 17th September, 26th November |  | |

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 9.12pm