**GREAT BRADLEY PARISH COUNCIL**

Minutes of a meeting of the Parish Council held on 30 June 2021 at 7.30pm

**Present**:

Councillors: P Spires (Chairman), H Bennett, A F Sugg, N Pizey (left at 9.50pm) , H Crawford, West Suffolk Cllr P Stevens, and Clerk P Lewis. No members of the public were present.

**Open Forum for items not on the agenda:**

None

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| **Item** |  | **Action** |
| **1** | **Co-option of Councillor**  Helena Crawford was proposed by the Chairman and all approved. Councillor Crawford signed the Acceptance of Office. A copy of this has been retained for the Parish records and one sent to the Monitoring Officer at West Suffolk Council. Councillor Crawford was given a Register of Members Interests form to return. | **Clerk**  **HC** |
| **2** | **Apologies for absence**  None. |  |
| **3** | **Receive Councillors Declarations of Interest**  None. |  |
| **4** | **Open Forum**  Nothing raised. |  |
| **5** | **Minutes and confirmation of payments approved at meeting on 5 May 2021.**  The Council approved the minutes from the meeting on 19 May and two payments totalling £523.37.  5.1 Amendment to Minutes – 5 May 2021  Currently reads as:  *“The Council approved the minutes from the meeting on 17 March 2021 and* ***six*** *payments made at that meeting, totalling* ***£2409.39****”*  It should read:  *“The Council approved the minutes from the meeting on 17 March 2021 and* ***seven*** *payments made at that meeting, totalling* ***£2522.79****”*  PC approved the amendment. |  |
| **6** | **Matters arising from those minutes:**  **6.1 Maintenance jobs. PC to decide how to proceed.**  PC approved £80 expenditure for cementing in the posts/attaching the dog bag dispenser.  Also approved (various works on the Recreation Ground):  Estimate 002 (£470)  Estimate 003 (£430)  Clerk to request a further breakdown of Estimate 001 and circulate to Councillors.  The bench at the ford/bridge is completely rotten; the Parish Council have decided not to replace it at present.  **6.2 Gardener – quote received. PC to decide how to proceed.**  Chairman to make enquiries with local gardeners, who live in the village, to see if they might be interested. If not, it was agreed to accept the quote received.  Clerk budgeted £500. Expenditure approved. | **Clerk**  **Clerk/Chairman** |
| **7** | **West Suffolk Council – report from Councillor Stevens**  Cllr Stevens enquired whether the road sweeping on The Street had been completed. This was confirmed. Clerk to email/phone should debris on the road occur again.  A new Hub is opening in Mildenhall which brings together leisure and community facilities, Mildenhall College Academy, a pre-school, health centre, library, children's centre, Citizens Advice and Jobcentre, as well as offices for Suffolk Constabulary, West Suffolk Council, Suffolk County Council, the NHS, and other public sector partners. Plenty of parking is available.  A similar scheme for Bury St Edmunds has been voted through planning to be sited on Western Way.  Grass cutting is well underway across the region. Clerk to report anything which is very overgrown and presents a danger. There are maps available which identify wildflowers in the village; these areas are left and will not be mown.  Cllr Stevens is happy to support Great Bradley’s community event on 30 August with a contribution from his Locality Budget.  Chairman said there are several trees on Clarendale Green which require attention. Clerk to report to West Suffolk.  PC should refer any concerns re: Yew Tree Cottage to the Planning Department to take action.  Chairman enquired about a garden waste wheelie bin for the village garden. This is possible but the PC would have to pay the annual subscription. **It was agreed a compost bin/area would be more suitable.** | **Clerk**  **Clerk**  **Clerk**  **Clerk** |
| **8** | **Suffolk County Council – report from Bobby Bennet.**  None. |  |
| **9** | **Highways: any matters to report.**  Clerk has registered Great Bradley for the ANPR scheme. Application has been acknowledged No further update. |  |
| **10** | **Speed watch Group**  Six volunteers have been identified. Clerk to circulate application forms for each volunteer to complete. Next steps: agree and set dates. | **Clerk** |
| **11** | **Queen’s Plant a Tree Scheme**  Agreed to proceed. Clerk to register Great Bradley’s interest. Next steps: PC to decided where to plant the tree(s) and purchase a plaque. | **Clerk** |
| **12** | **Planning Applications:**  12.1 DC/21/1100/HH Crown House, The Street, Householder planning application – two bay garage and storerooms above (following demolition of existing garage and log store)  No objections – Clerk to respond to West Suffolk.  12.2 DC/21/1036/FUL Proposed Dwelling, Oak Stud, East Green  No objections – Clerk to respond to West Suffolk. | **Clerk**  **Clerk** |
| **13** | **Correspondence**  13.1 Yew Tree Cottage – to be referred to West Suffolk. Clerk to respond.  13.2 Confidential email re: parking on Fox Green. PC acknowledged. No further action.  13.3 Update from Village Hall Committee – PC acknowledged. PC agreed not to proceed with the lighting as the responsibility lies with the VHC. No further action.  13.4 Suffolk County Council re: fingerpost plaques. PC acknowledged. Request rejected. No further action. | **Clerk** |
| **14.** | **Recreation Area**  Clerk said the new swings had been installed incorrectly which will be rectified.  Hand sanitisers have been vandalised. It was agreed not to replace them but to encourage users to bring their own. |  |
| **15.** | **Village Hall – Report from Cllr Sugg**   * Treasurer is staying on to the end of the financial year. * Currently looking for a secretary. Anyone interested should message the Chairman. * Waiting for Covid-19 restrictions to be lifted on 19 July. As an incentive, VHC are offering the first 4 weeks free of charge for returning clubs. * Gravel will be replaced/refreshed around the hall. |  |
| **16.** | **Finance**  **16.1 The Annual Governance of Accounting Return (AGAR) 2020/21.**  This has been approved by the internal auditor.  16.1.1 The Certificate of Exemption was approved and signed.  16.1.2 The Annual Governance Statement was approved and signed.  16.1.3 The Accounting Statement was approved and signed.  16.2 Accounts for payment – four payments totalling £20,260.75 was approved.  16.3 Closure of Barclays Bank Account – this was approved. Clerk to draft letter, signatories to sign. Clerk mentioned a 2nd account which contains circa £700 but did not have any paperwork or account details. Clerk to speak to previous Clerk, J Barnett. | **Clerk** |
| **17.** | **Project List**  It was agreed not to replace the Clarendale Noticeboard but to repair it. To be added to the next meeting agenda. | **Clerk** |
| **18.** | **Village events notified**  18.1 Hog Roast (30 August)– Report from Cllr Bennett  Hog roast has been booked to provide 125 portions. Tickets will be available on the day which will entitle each parishioner to one hog roast roll and dessert (free of charge). Portable Pint has been booked.  Expenditure of £950 has been agreed. Clerk to carry out risk assessment.  18.2 Bonfire Night – Report from Chairman  C Ryder has confirmed he will support the event, as he has done in previous years. Cuttings from the recreation ground will be collected over 3 weekends in October when the trailer is available.  D Flood to organise the staging of the fireworks display and ignition. Confirmed.  Chairman will attend the firework safety course.  Need to find somewhere to store the fireworks.  Cllr Pizey confirmed she is happy to stand at the gates with the donation buckets.  VHC are organising the TEN and food together with providing fire extinguishers and first aid kit.  Clerk to carry out Risk Assessment, ensure adequate insurance is in place, deliver hi-vis jackets to Chairman and notify the Police and Fire department.  Chairman and Cllr Bennet to attend preview night in September (date to be confirmed)  18.3 Remembrance event – Report from Chairman  Archive Group will exhibit in the Village Hall. Teas, Coffees and cakes to be organised.  18.4 Litter pick (9 October)  Clerk to ask West Suffolk to collect rubbish bags. Cllr Bennet to organise refreshments. | **Clerk**  **Cllr Pizey**  **Clerk**  **Chairman/Cllr Bennett**  **Clerk/Cllr Bennett** |
| **19.** | **Matters for consideration for the next meeting**  Nothing raised. |  |
| **20** | **Dates of next meetings: 22 September, 24 November (pre-budget planning)** |  |

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 22.00pm.