**GREAT BRADLEY PARISH COUNCIL**

Minutes of a meeting of the Parish Council held on 17th May 23 at 7.30pm

**Present**:

Councillors: A F Sugg, R Sylvester-Bradley, C Boulton,

1 member of the public present. Clerk Hayley Livermore

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

Nil

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| **Item:** |  | **ACTION:** |
|  | **Apologies for absence.**  None |  |
|  | **Receive Councillors Declarations of Interest regarding any agenda item.**  None. |  |
|  | **Forum - 10 minutes is set aside for members of the public to raise any village matter on the agenda.**  None |  |
|  | **To elect a chair of the Parish council**  Cllr Boulton was elected as chair of the parish council. Proposed by AS, seconded by RS-B |  |
|  | **To sign acceptance of office forms and electronic summons forms**  All forms were completed and signed by the councillors |  |
|  | **Minutes and confirmation of payments approved at meeting 22nd March 23 and 19th April 23 – approval and signature.**  Minutes approved and signed by the chair. |  |
|  | **Matters arising from those minutes**   * 1. Community heating scheme – Cllr Sylvester-Bradley is looking into this and hopes to have an update soon.   2. Grass cutting Fox Green- Grass is growing over the path near to number 18 in Fox Green. The district council intends to stop using Glyphosate, therefore if we wish to use this we will need to organise ourselves. Clerk to contact grass cutting contractor to ask if it is something they can do (with relevant safety measures in place).   3. Ownership of grassed areas on Clarendale estate   We have been informed that the main grass areas on Clarendale were never formally adopted and registered by St Edmundsbury BC (now West Suffolk Council); however, they do cut these areas. We have been asked if the PC would consider adopting these areas. This would involve the PC taking on the costs of all maintenance of the grass and trees and any paved areas. It would also mean legal costs in order to transfer the freehold to the PC. Agreed that the PC is not keen to adopt the land due to both the initial costs and maintenance costs.  There is a manhole cover on Clarendale which is badly damaged. This has been reported to Highways who have said they are not responsible for this, and Anglian water have come out to look and have also said they are not responsible. Clerk to try a land registry search to see if there are any records relating to the land the manhole cover is on.  7.4: Daffodil planting  Cllr Sylvester-Bradley will research the cost of bulbs, and this will be discussed at the September meeting. | Clerk  Clerk |
|  | **West Suffolk Council**  The Withersfield ward has a new district councillor Indy Wijenayaka. He was not present; hopefully we will meet him at the next parish council meeting. |  |
|  | **Suffolk County Council – report from Councillor Bobby Bennett.**  Cllr Bennett did not attend and no report sent. |  |
|  | **Highways**  None other than those already on agenda |  |
|  | **Public Footpaths (PRoWs): any matters to report**  None |  |
|  | **Speedwatch Group – update from co-ordinator, P Hart.**  No report received. |  |
|  | **Planning - any applications received to date, and any shown on the West Suffolk Council website up to the date of this meeting.**  None |  |
|  | **Correspondence - any received to date:**  Cllr Bolton has received a letter from a resident informing him that they have kindly carried out work to enhance the willow bower and repair the ‘bug hotel’ on the recreation ground. He will acknowledge this help in the Bugle | **CB** |
|  | **Recreation Area: To discuss any matters highlighted by the annual and most recent monthly report**  Clerk has received the most recent play area inspection report which highlights again the gaps under the activity trail as a safety issue. However, this work has been completed since the date that the inspection report was carried out. No other significant issues reported.  Cllr Sylvester-Bradley raised that he has noticed that the membrane underneath the gravel on the entrance to the rec (recently laid) is showing significantly. Clerk to contact contractor to ask them to come and have a look. | **Clerk** |
|  | **Village Hall: any matters to report.**  Pub nights-30th June, 28th July, 29th September 2023.  There are problems with 2 manhole covers in the outside areas of the hall which will need repairs. The VH committee believe that the PC agreed in the past to pay for repairs to one of these. AS will let the PC know when she has details of costs and timings. |  |
|  | **Finance:**   * 1. Accounts for payment/cheques required to date   List circulated and reviewed   * 1. Budget update & bank reconciliation   Circulated and reviewed. PC ended the 22/23 financial year on £14458.54. Internal audit will be conducted by SALC in June and the AGAR will need to be signed off at meeting of 28th June.  Balance as of todays date is £24871.   * 1. Cllr Boulton to be added as signatory to Unity trust bank account |  |
|  | **Projects:**  **Queen’s Green Canopy:** It was agreed at the previous meeting, in order to contain the budget, PC will aim to plant one Himalayan silver birch tree and procure an appropriate plaque. Agreed to proceed with this. Agreed to revisit this decision in the autumn when we understand other possible costs (Clarendale, VH Manhole cover, defibrillator) but while it is still timely to plant.  Cllr Sylvester-Bradley undertook to enquire about an engraved plaque | **R S-B** |
| **19** | |  | | --- | | **Village events for 23/24** |   The PC will organise again the fireworks evening in November 23. Donations on the door usually cover the costs. Clerk to send details of previous firework purchases to the chair as we will need to get them early to get a good deal on cost. | Clerk |
| **20** | **Leftover supplies from Coronation event**  There were some left over supplies of alcohol and soft drinks from the Coronation big lunch. The village hall has been offered to purchase them at 50% of cost price and have agreed. Agreed to sell supplies to the VH at a cost of £73.57. Proposed by R S-B, seconded by CB.Clerk to liaise with village hall representatives. | Clerk |
| **21** | **Path behind village hall**  The hedge of an unoccupied dwelling behind the village hall is encroaching on to the pavement. As the house is currently unoccupied Cllr Sylvester Bradley will carry out the work to tidy this up with the help of Cllr Boulton. |  |
| **22** | **Matters for consideration for the next meeting-**  AGAR  Co-option  Litter pick  Parish Clerk handover |  |
|  | Dates of next meeting: 28th June 23 |  |

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 20:45.