**GREAT BRADLEY PARISH COUNCIL**

Minutes of the meeting of the Parish Council held on 14th May 2014 at the Village Hall

**Present**:

Councillors: Karina Joyce, Anne Smith, Rowan Sylvester-Bradley, Pat Spires. Also one member of the public and Clerk John Barnett.

**Open Forum:**

Nothing raised.

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| **Item** |  | **Action** | |
| 1 | **Election of Chairman:**  Councillor Smith proposed Councillor Kiddy, seconded by Councillor Sylvester-Bradley and all approved. In the absence of Councillor Kiddy Vice-Chairman Councillor Joyce chaired the meeting and the Declaration of Acceptance of Office of Chairman will be signed at the next meeting. |  | |
| 2 | **Election to Vice-chairman and Footpaths Officer:**  Councillor Sylvester-Bradley proposed Councillor Joyce for Vice-chairman and Councillor Smith for Footpaths Officer, seconded by Councillor Spires and all approved. |  | |
| 3 | **Parish Councillor vacancies:**  It was hoped the member of the public would agree to be co-opted at the next meeting. That would still leave one vacancy which Councillors agreed they should still try to fill before the elections next year. |  | |
| 4 | **Apologies for absence:**  Councillor Kiddy, County Councillor Evans and Suffolk Police. |  | |
| 5 | **Councillors Declarations of Interest in any item on the agenda:**  There were no declarations of interest. |  | |
| 6 | **Minutes of the last meeting:**  The minutes of the last meeting of the Parish Council on 19th March 2014 were approved and signed together with the cheques approved at that meeting. Also the minutes of the Annual Village Meeting of 9th April 2014 were approved and signed. |  | |
| 7 | **Matters arising from the minutes:**   1. Annual Village Meeting report. Clerk reported it had gone well with a good attendance. The Community event (possibly Big Lunch) was thought to be a good idea. 2. Garden area design and planting plan. Sue Sylvester-Bradley has provided a detailed plan with plants/shrubs and costings from 2 suppliers. There is a need to obtain quotes to purchase the plants and complete the planting. Pro-Scape are to be asked as a local professional company. Councillor Smith will check at Scotsdales if they can recommend others. The timescale is to have the work completed in the Autumn to hopefully avoid the need for watering. 3. Village sign. Councillor Sylvester-Bradley said there had been no further progress at present 4. Litter pick report. Clerk said that numbers were a little down on last year but that the main areas in the village had been completed. | |  |
| 8 | **Suffolk Police:**  Councillor Spires said she had been selected by the Police to participate in a crime survey |  | |
| 9 | **Suffolk County Council:**  Councillor Evans had sent a report:  *I am sorry I can’t be with you tonight  but as you aware it is the season of annual parish meetings and I have 3 annual meetings this evening to attend.  This week alone I have 11 parish council meetings – including 7 APMs! I am very grateful  that parishes like yours hold your annual meetings in April.*  *Efforts are being made to improve the way highways operates under the new contract. The council’s scrutiny committee examined the contract last  week and has asked for procedures to be simplified. In SCC’s anxiety to ensure that we only paid for jobs that are done, the contract requires an order and invoice for each separate pothole.! This over tight control is now being relaxed.*  *Following complaints from councillors about the time, effort and money spent on temporary repairs of potholes as opposed to permanent first fixes, we are now looking at doing the permanent first fixes more often. We are also stocking up on the more expensive materials which can be used to fill wet potholes. Too many repairs this year were washed out within days of being done and we do not want to repeat that. I am going to a session for councillors  with Kier May Gurney on Wednesday where among other things we will be given demonstrations of potholing filling.*  *I know broadband speed is a major cause of concern for everyone in the area which is why I am organising a public meeting for June 11 at Stansfield Village Hall with our team leading Suffolk’s Better Broadband Programme – do please come along.*  *I have fixed June 25  for the meeting on Vehicle Activated Signs for parishes interested in buying these signs – and we will have Mike Motteram, SCC’s Road safety Manager and Anthony Smith from the local team there to answer your queries. I haven’t got a venue confirmed yet*.  The meeting on June 11th for broadband was noted and the Clerk said he needed to attend the VAS meeting on 25th June in order to establish the possibility of purchasing one of the new units. This will entail moving the next meeting date. |  | |
| 10 | **Highways matters:**  Councillor Smith said there was one pothole outside Pond House. Clerk said that there was now a yellow line around it indicating that Highways were aware. |  | |
| 11 | **New Vehicle Activated Sign:**  Clerk said that new information on likely costs indicated a price of around £3,000. If sufficient Parishes could be persuaded to combine to purchase one it could be viable. Those indicating an interest at present in addition to Great Bradley are Cowlinge and Lt Thurlow. Clerk said he will contact Gt Thurlow, Withersfield and Gt Wratting. Clerk said that a very recent enquiry has been forwarded from Lidgate about joining Community Speedwatch so that is another possible Parish. Clerk will attend the meeting on June 25th. | Clerk | |
| 12 | **Planning applications:**  None received. |  | |
| 13 | **Correspondence:**   1. Suffolk County Council Rights of Way team has written to confirm the continuation of the payments for cutting footpaths in the Parish. |  | |
| 14 | **Possible community event:**  Clerk said that the Community event idea and the Big Lunch in particular had been thought a good idea at the Annual Village Meeting. However, those who took away the details have subsequently decided they cannot organise it after all. There was discussion as to the best time of year for this as either in August during the school holidays or in September after the children had returned to school. It was felt that possibly late August could be viable. A plea to go in the Bugle asking for volunteers. | KJ | |
| 15 | **W.W.1 commemoration:**  Clerk said that there would be a meeting arranged shortly of the small team working on the village archives to begin to sort through the material to find items that would be of interest to show at the exhibition. Councillor Sylvester-Bradley to contact family history enquirers on the website for any possible WW1 information.  Another plea to go in the Bugle for any WW1 and/or WW2 items, family history or general archive material for the exhibition. | Clerk  RSB  KJ | |
| 16 | **Annual Review of Parish Council assets:**  Councillor Sylvester-Bradley queried why the village sign was valued at £1 only for asset value. Clerk to check. Also it was queried who had the remaining plastic goal shown on the list. Clerk said he thought it was Mike Parsons and will check. | Clerk | |
| 17 | **Finance:**   1. The Council approved the draft accounts to go to SALC as the Internal Auditor. 2. Accounts for approval/payment. A total of 14 payments to a value of £2544.75 was proposed by Councillor Sylvester-Bradley, seconded by Councillor Smith and all approved. | Clerk | |
| 18 | **Project List:**  The Project list was updated.   1. Councillor Smith said that the Interpretation leaflets were ok on normal paper (rather than the more expensive waterproof paper) and there were sufficient available at present. 2. The Glade area edging was now completed and therefore removed from the list. 3. The second Barn Owl box was now unlikely to be needed. Councillor Joyce said she would check with Les Bunyan if anyone else may take the project on and whether anything needs to be done on an ongoing basis with the existing box. 4. Village archives. Councillor Spires volunteered to be the lead on this. 5. Allotments. Clerk said that Charles Ryder was aware of the demand and was considering the best options. 6. WW1 Commemoration to be led by the archive committee.   Clerk said he had contacted the sales department and one of the directors of the Interpretation Panel manufacturer regarding the splitting of the Panel without reply.  Bonfire Night. Clerk has contacted Dave Flood who said he was ok without Mike Parsons. There was concern that there might be insufficient numbers of firers in the event that Dave Flood was incapacitated. | KJ  Clerk | |
| 19 | **Village Events notified:**  31st May Farm Walk  June (date unknown at this point) Coffee morning at the Village Hall  6th July Fete  8th - 10th August WW1 commemoration/archive exhibition/Coffee Caravan |  | |
| 20 | **Matters for consideration at the next meeting:**  Co-opt Councillor  Living Willow structure  Community Event  WW1 Commemoration/archive exhibition  Approve accounts 2013/14  Vehicle Activated Sign - update from meeting  Garden area - update  Community Speedwatch possible update from Lidgate | Clerk | |
| 21 | **Dates for next meetings:**  The next meeting date was changed from 25th June to 26th June (approve the accounts for 2013/14), 17th September, 26th November |  | |

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 8.56pm