

GREAT BRADLEY PARISH COUNCIL

Minutes of a Meeting of the Parish Council held on 20th March 2023 at 7.30 pm

Present:

Councillors: A. F. Sugg, R. Sylvester-Bradley, P. Cook, C. Boulton, G. Bailey, S.C.C Cllr. Bennet and
Cllr. I. Wijenayaka and four Parishioners

Apologies:

None

Open Forum for items not on the agenda:

	ACTION:
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Item:		ACTION:
1.	<u>Apologies for absence.</u> None	
2.	<u>Receive Councillor's Declarations of Interest regarding any agenda item.</u> None.	
3.	<u>Forum - 10 minutes is set aside for members of the public to raise any village matter on the agenda.</u> Two members of the public discussed and offered to take on the running of the "Big Lunch", to be held on the Recreational Ground. They offered the network of people within the village that are prepared to assist. The Parish Council gratefully accepted the help. The Parish Council was asked to take on the publicity side of the event and provide a Risk Assessment and First Aider as well. Cllr. Boulton was asked to make enquiries regarding the Hog Roast Discussion took place regarding dates which have not yet been agreed. (Post meeting note; having confirmed the Hog Roast booking, the date selected is 2 nd June. Coordination continues) The "Village Garden" was mentioned and Cllr Boulton confirmed that a survey is planned to gain people's opinion location and options. He explained that this would be raised at the Village Meeting on 10 th April	CB/PC/ Clerk All
4.	<u>Minutes of 17th January 2023</u> Minutes confirmed. All approved. Proposed by Cllr. Boulton and seconded by Cllr. Cook. Signed by Cllr. Boulton Chair.	
5.	<u>Matters arising from these minutes</u> Replacement Trees on Clarendale Cllr. Boulton has circulated details of the species of the replacement trees that are distributed between Fox Green and Clarendale.	

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	<p>i. Weeding The idea was for the Council to get together one weekend to clear it themselves This is postponed until the Spring.</p> <p>iv Wildflowers Cllr. Boulton has spoken with the grass contractor who has agreed to leave a 2m wide verge along the north edge for wildlife / wildflowers. He will also look out for and leave patches for emerging groups of wildflowers as appropriate.</p> <p>v Ownership/Maintenance of Clarendale (Manhole cover) This belongs to SCC and the Manhole has now been rectified</p> <p>vii Speed -Watch group-update Cllr. Boulton met with Great and Little Thurlow Parish Councils to discuss speed cameras, buses, flooding etc of which all seem to thinking a like. They have set up a four- village group but Cllr Boulton was unable to attend, but minutes will be sent. Cllr. Boulton will continue his investigation into the options.</p> <p>viii Consideration of a Bus Service Cllr. Boulton had circulated an email outlining the services available from the “Connecting Communities” and also mentioned in The Bugle.</p> <p>iv Village Garden The Councillors revisited the matter of the Village Garden, it’s up-keep and positioning. This will be discussed via survey to seek residents’ views on a Village Garden, its uses and maintenance. Cllr Boulton discussed with Mr Ryder the existing village garden. Mr. Ryder provided some history and context and is happy to await the outcome of the envisaged village survey on what the residents would like to see, in due course.</p> <p>v Thermal Camera Cllr. Sylvester Bradley explained that the loan of the camera was not as successful as predicted due to the lack of compatibility with the phones. However, Cllr. Boulton and Cllr Cook did assist which therefore enabled us with the help of some resident to gain some data. Cllr Sylvester- Bradley hopes to acquire the Thermal Camera on loan in the near future. Cllr Silvester Bradley will contact the households that took part and ask for their findings and actions, if any.</p>	<p>CB</p> <p>RS- B/Clerk</p>
<p>6.</p>	<p>Freedom Farm The resident was unfortunately unable to make it and therefore will be carried forward to a future meeting</p>	<p>CB/Clerk</p>
<p>7.</p>	<p><u>West Suffolk District Council Report</u> –Cllr. Indy Wijenayaka Cllr. Indy Wijenayaka attended the meeting and outlined to the parish Council that the budget had been approved and that Council Tax was rising by 2.99% Nothing much had changed and he reported that W.S. Council was trying to support Rural Areas and High Streets from declining. He outlined that the Transport Plan consultation was running for an eight- week period from 12th Feb of which will shortly come to a close Cllr. Cook outlined to Cllr. Wijenayaka that there has been a lot of heavy lorries and vehicles speeding through the village and asked if there was any solution for this. Cllr.Wijenayaka asked if</p>	

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	evidence could be provided and then he could look into it. The Parish Council asked if he could assist in anyway with funding for the forthcoming year and he was very supportive															
8.	<p><u>Suffolk County Council Report – Cllr. Bobby Bennett</u></p> <p>Cllr. Bennett outlined that she had taken over the Portfolio of Children and Young People in Suffolk and the Parish Council congratulated. Cllr. Bennett explained that unfortunately SCC Mary Evans had died. She had been a County Councillor for eight years and there will be a memorial service held in Bury St Edmunds in April. The Budget has a been set and she showed her support toward the Parish Council for any funding required for this forthcoming year.</p> <p>She outlined that the Four Parishes’ Traffic Meeting was taking place and that she had been in touch with the Police Commissioner about issues with speeding within this area, Cllr. Bennett reported that the flooding seems to have slightly improved</p>															
9.	<p><u>Highways and Public Footpaths (any matters to report)</u></p> <p>This is an on-going process and will be discussed again at future Parish Meetings</p> <p>Cllr Boulton confirmed that he had contacted Carlton about the possibility of a footpath. This is in abeyance and Cllr Boulton will revisit it. Cllr Boulton discussed candidate footpaths and the Bluebell Walk with Mr Ryder who is sympathetic to the thinking. Discussions continue. Cllr Boulton to monitor and report back.</p>	<p>Clerk</p> <p>CB</p>														
10.	<p><u>Planning Applications</u></p> <p>DC/24/0140/HH</p> <p>There was no objection to this application and the Clerk was instructed to send the relevant documentation to the West Suffolk Planning Department</p>															
11.	<p><u>Village Hall: any matters to report.</u></p> <p>Annette Suggs reported that the Village Hall has been decorated since the last parish council meeting of and looks very nice. She reported that they have lost their gardener and that unfortunately they are having to put their prices up even though they are well supported.</p>															
12.	<p><u>Recreation Area:</u></p> <p>The Glade has now been cut, trimming the hedges to maintain thoroughfares. The Clerk is to chase once more the repairs of the Gym equipment..</p> <p>The time has come for the refurbishment programme planned for the benches and play equipment. The Clerk to ask G Chafer in the first instance for a quote for that programme and for repair to the Play Train. Proposed: CB seconded PC, passed unanimously</p>	<p>Clerk</p> <p>Clerk</p>														
13	<p><u>Finance</u></p> <p>i. Accounts for payment/cheques required to date.</p> <table border="0"> <tr> <td>UN54 Village Hall Trust – Defibrillator</td> <td>£750.00</td> </tr> <tr> <td>UN55 Red Side Print – Printing of Bugle</td> <td>£256.40</td> </tr> <tr> <td>UN 56 DW Tonge - Electrical Work Defib</td> <td>£204.78</td> </tr> <tr> <td>UN57 M Thompson – Clerk’s Salary</td> <td>£329.55</td> </tr> <tr> <td>UN58 Aaron Oven Cleaning – BBQ Cleaning</td> <td>£ 75.00</td> </tr> <tr> <td>UN59 Red Side Print - Printing Bugle</td> <td>£326.00</td> </tr> <tr> <td>UN60 M Thompson – Clerk’s Salary</td> <td>£329.55</td> </tr> </table> <p>ii All Payments received, along with a Bank Reconciliation, was circulated.</p>	UN54 Village Hall Trust – Defibrillator	£750.00	UN55 Red Side Print – Printing of Bugle	£256.40	UN 56 DW Tonge - Electrical Work Defib	£204.78	UN57 M Thompson – Clerk’s Salary	£329.55	UN58 Aaron Oven Cleaning – BBQ Cleaning	£ 75.00	UN59 Red Side Print - Printing Bugle	£326.00	UN60 M Thompson – Clerk’s Salary	£329.55	
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	<p>Internal Auditor for 2024/ 25</p> <p>With the Year Ending approaching the Clerk mentioned that an Internal Auditor will need to be appointed. Previous Audits have been done by SALC and the Council were satisfied with the service provided, However, the Clerk identified an independent auditor, recommended and of similar price.</p> <p>It was agreed to stay with SALC for this coming year, to provide continuity given the transition to a new Clerk.</p> <p>Proposed by Cllr. Boulton and Seconded by Cllr. Sylvester – Bradley, Carried unanimously</p> <p><u>Policies</u></p> <p>Cllr. Boulton presented the Policies outlining that everything has been taken into consideration. All Agreed. Everyone thanked Cllr. Boulton for his hard work.</p> <p>He outlined the Asset register had been slightly adjusted from last year and a new revised version had been agreed upon. He presented the two Risk Assessment Documents</p> <p>The Parish Council approves the revised Standing Orders, Financial Regulations and supporting documents, the Asset Register and the Risk Registers</p> <p>Proposed: CB, Seconded PC, Passed unanimously</p> <p><u>Social Media and Communications</u></p> <p>The Parish Council agreed to set up all councillors with their own Protonmail email for the Parish Council instead of using personal emails. This is to comply with Data Protection Regulations. The Clerk is to do this.</p> <p><u>Parish Clerk Matters</u> (Arising from completion of probation- and <i>the public will be excluded from this part of the meeting</i>)</p> <p>In recognition of, and with thanks for completing the probationary period, the Council is delighted to confirm the appointment of the Parish Clerk on a permanent basis and has adjusted the salary, pension, allowance and expenses arrangements in line with this.</p> <p>Proposed: Annette Sugg Seconded: Geoff Bailey Passed unanimously</p> <p><u>Summer Events:-</u> this was discussed earlier and any other events can be discussed at forthcoming meetings</p> <p><u>Village Meeting</u></p> <p>Cllr Boulton outline that the Village Meeting is taking place on 10th April where they hope to distribute the “Survey”. It was agreed that it would include</p> <ol style="list-style-type: none"> 1. Village Garden – what people would like and any suggestions. 2. Bus Information 3. Any Other Business <p>Response rates to past surveys have been very low. The Chair asked for suggestions to increase participation. It will be advertised in The Bugle</p> <p>Refreshments for the Annual Village meeting will be arranged by AS and Clerk</p>	<p>Clerk</p> <p>AS/Clerk</p>
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19.	<p><u>Litter Pick</u></p> <p>Cllr Polly Cook agreed to assemble volunteers to Litter Pick on 20th April with refreshments being provided afterwards. PC to publicise and coordinate</p>	PC
20.	<p><u>Correspondence</u></p> <p>Flooding :- This was discussed earlier and continues to be an on- going process</p> <p>West Suffolk Local Plan:- The Chair outlined that the Consultation Period has almost come to an end with no new housing envisaged for Great Bradley</p> <p>Neighbourhood Plan:- Cllr Boulton reported back to the Council about the prospectus of starting up a Neighbourhood. He had participated in a SALC networking meeting discussing the utility and process for neighbourhood plans.</p> <p>Motion: Delegate Cllr Boulton to explore implications of developing a neighbourhood plan and report back. Proposed: CB Seconded AS Carried unanimously.</p> <p>iv. Request to GBPC for a donation to Dedham Vale AONB and Stour Valley Project v Request for response to survey on 5G needs (Cllr Boulton to signpost in Bugle) vi Suffolk Devolution (Cllr Boulton to signpost in Bugle) vii Suffolk Transport Plan consultation (Cllr Boulton to signpost in Bugle)</p>	<p>CB</p> <p>CB CB CB</p>
21	<p><u>Matters for consideration for the next and future meetings</u></p> <ul style="list-style-type: none"> • Actions arising from the Internal Audit 	Clerk
21	<p><u>Matters</u></p> <p>There being no further business, the Chair thanked everyone for their attendance and declared the meeting closed at 21:15 pm.</p>	Clerk
	<p>Next Parish Council Meeting is Wednesday 10th April the Village Meeting 7.pm starting 7.30 pm,</p> <p><i>Future Parish Council Meeting are:- 29nd May, 19th June, 25th September and 20th November</i></p>	

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Date: