**GREAT BRADLEY PARISH COUNCIL**

Minutes of the Annual Meeting of the Parish Council held on 27th June 2012 at the Village Hall

**Present**:

Councillors: Rowan Sylvester-Bradley (Chairman), Karina Joyce, Simon Kiddy (part), Anne Smith,

Sue Willington. Also present were County Councillor Jane Midwood (part), PCSO Chris Shields (part) and Clerk John Barnett.

**Open Forum:**

PCSO Chris Shields said there had been 1 crime since the last meeting - a burglary of an out-building at East Green. There are a lot of out-buildings being targeted at present in the vicinity. Unfortunately sometimes these out-buildings are unlocked. Cheap and simple alarms are available and are recommended. There are also some distraction burglaries again.

County Councillor Jane Midwood said that she had chaired the recent Safer Neighbourhood Team meeting at Ixworth. Only about 20 people had attended and just 2 from the Southern Area. There were also supposed to have been representatives from partner agencies attending. The next meeting is scheduled in September to be in the Southern Area at Chedburgh. Her Home Security meeting in Wickhambrook went well and will be repeated at a different venue. The Police at the Home Security meeting were interested in the private companies that were represented there. The new post of Police Commissioner will come up for a vote in November.

The presentation of the Abberton pipeline at Thurlow was very good as was the exhibition at Hundon of the plans for the old airfield at Stradishall.

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| **Item** |  | **Action** | |
| 1 | **Apologies for absence:**  None |  | |
| 2 | **Councillors Declarations of Interest in any item on the agenda:**  None declared at this point. |  | |
| 3 | **Co-option of new Councillors:**  The Clerk showed a poster he had found at another Parish Council also seeking to co-opt. Councillor Sylvester-Bradley will see if it can be incorporated into a Bugle edition. |  | |
| 4 | **Minutes of the last meeting:**  The minutes of the Annual Meeting of the Parish Council on 23rd May 2012 were approved and signed together with the cheques approved at that meeting. |  | |
| 5 | **Matters arising from the minutes:**   1. Interpretation Panel. The leaflets and holder remain to be organised. Councillor Joyce said that she has discussed it with Councillor Smith and they will take it forward. Councillor Sylvester-Bradley will produce a map for the leaflet. Clerk to contact panel manufacturer regarding a holder. The Council printer may be able to print the leaflets. Councillor Joyce has information from Vista print that may be competitive. Clerk to check this. 2. Bottle Bank. Councillor Smith said the VHMC would like to see the bank in place and Councillor Sylvester-Bradley said he had spoken with Edward Fletcher on this and agreed it should go ahead. Councillor Sylvester-Bradley said he would contact the bottle bank supplier direct to see if the village could benefit from the monies raised rather than the Borough if organised through them. Clerk to order via Borough if this is unsuccessful. The bank should be to the right of the steps if there is room. 3. Broadband and IT courses at the Village Hall. Councillor Sylvester-Bradley said he had discussed the situation with Edward Fletcher and they had agreed that there was an obligation to put these courses on. The Clerk had located a further possible source of funding via Awards for All and it was agreed to put this application in. The Village Hall should organise the courses. 4. Village Archives. Councillor Sylvester-Bradley said that the archives had now moved to the next door room and he still has to organise things with Wendy Barnes. Councillor Smith said that the Village Hall do want some of the maps back after all to go on the walls with the possible re-framing of a couple to start with. | | RSB  Clerk  Clerk  RSB  Clerk  Clerk  RSB |
| 6 | **Highways:**  The following problems were reported:   1. Councillor Smith said that a crack had appeared at the bridge on Hall Road. 2. Councillor Willington said there was a pothole at the triangle at the top of Hall Road.   County Councillor Midwood asked the Clerk to contact Mick Baker, Highways Engineer, who is doing a site visit to Cowlinge on Friday to come and see these also together with a pothole on the Cowlinge Road near the Parish Boundary. | Clerk | |
| 7 | **Planning applications:**  Councillor Joyce said that they had submitted an application at their listed building The Fox and declared a prejudicial interest. The Council decided to give a dispensation on this as Councillor Joyce could explain in detail what was planned. The official documents had not yet been received from St Edmundsbury Borough Council but Councillor Joyce showed the plans they had submitted - to demolish the existing garage, make a new entrance further up the drive and build a new garage towards the far corner.  The Council agreed there was no objection to these plans. Clerk to reply to this effect when the plans arrive. | Clerk | |
| 8 | **Correspondence:**   1. A pedestrian/cyclist safety barrier between Fox Green and Clarendale has been struck probably by a vehicle and slightly bent. Clerk to report. | Clerk | |
| 9 | **Queen’s Diamond Jubilee:**  Councillor Sylvester-Bradley said that it had been an extremely successful day with a huge number of people turning out (the Clerk had counted 180 people on the Recreation Area at one point). He had been particularly pleased with how well the sowing of the wildflower seeds went in the Glade area by the children. The hog roast contractor had also done a good job in providing 30% more servings than contracted for (for only a minimal extra charge) thus ensuring everyone was happy.  Councillor Smith said the children’s party at the Village Hall was also a great success with lots of grandchildren there.  Councillor Sylvester-Bradley said he would like to thank everyone who helped in so many ways. He will do an article for the Bugle.  Councillor Smith suggested a Jubilee pictures show of the day at the Village Hall. It was agreed this would go ahead on Sat 14th July 10.30 - 1pm organised by Councillors Smith, Joyce and the Clerk. There will be refreshments provided. Councillor Smith will book the hall. | RSB  AS/KJ/  Clerk  AS | |
| 10 | **New flagpole at the Village Hall:**   1. Replacement flagpole. Clerk said that the company that supplied the flagpole is to send a replacement for the existing damaged pole around the end of July which should be free of charge. 2. Days to fly the Union flag. After discussion on various dates Councillor Kiddy said he would provide a list of flag-flying days. 3. Purchase of a new Union flag. It was decided to approve the purchase of a new 2yd woven polyester Union Flag from Newton Newton which has a free repair service at a price of £60 + delivery + VAT | SK  Clerk | |
| 11 | **Possible new flagpole at the Church:**  Following the successful use of a temporary flagpole to fly a flag at the church during the Diamond Jubilee celebrations the possible purchase of a permanent flagpole was discussed. It was decided that, given the expenditure on the celebrations this year and other associated major items, the Council could not fund this. Clerk to let Sue Ireland know this. | Clerk | |
| 12 | **Kite-flying event on the Recreation Area:**  Councillor Smith said that it was a very successful event when it was last held. It was planned to have it in September perhaps with a Bar-B-Q. | AS | |
| 13 | **Bonfire Night:**  The Clerk will organise the Temporary Event Notice for the serving of alcohol at a cost of £21. The Clerk will attend the fireworks importers demonstration again in Chelmsford and order the fireworks.  The Bonfire Night committee of Councillor Sylvester-Bradley, Councillor Joyce and the Clerk will meet in the second half of August.  Councillor Kiddy left the meeting at this point. | Clerk  Clerk  RSB/KJ/  Clerk | |
| 14 | **Annual Risk Assessment:**  The Clerk presented the suggested updated Risk Assessment and Management. With 2 small changes it was agreed. | Clerk | |
| 15 | **Adoption of a revised Code of Conduct:**  The Clerk said that the Council was obliged under new legislation in the Localism Act 2011 to adopt a new Code of Conduct from July 1st 2012. The recommendation from Suffolk Association of Local Councils is to adopt the County-wide agreed new Suffolk Local Code for Members. It was agreed by all that the Council would adopt this code from July 1st.  The Clerk said that all Councillors would have to sign a new Register of Interests but there was conflicting advice as to the date these are required. There is also information lacking from the government with regard to what constitutes a ‘significant’ pecuniary interest  which may attract a fine of up to £10,000. Suffolk Association of Local Councils say they are expecting secondary legislation that will define ‘significant’ shortly. Once it becomes more clear as to what is required, and exactly when, the Clerk will update the Councillors about signing the new Registers.  New Standing Orders will follow from N.A.L.C./S.A.L.C at some point. | Clerk  CLLRS | |
| 16 | **Possibility of more events put on jointly by the Parish Council and V Hall:**  Councillor Smith said that she would like to see the Parish Council and the Village Hall put on more events together. Councillor Sylvester-Bradley said that he felt that it was not the role of the Parish Council but that individuals could always do it. He said, however, for the past 2 years there has been a budget for community events.  Councillor Joyce said she was concerned that if the Parish Council didn’t get involved very little might get done in future. |  | |
| 17 | **Finance:**   1. 2011/12 Accounts. These have now been approved by the internal auditor. The annual return was all approved and the Clerk is to send it to the external auditor in due time. There were a couple of supplementary questions from the internal auditor that needed attention - regarding the submission of PAYE which all Clerks have started from this year and clarification of continuing commitments when new Councillors join the Council. In addition the internal auditor has recommended that with the high expenditure on grasscutting a competitive quote should be obtained to ensure value for money.  The Clerk is to check that the website accounts are now up to date. 2. Accounts for payment. Councillor Sylvester-Bradley proposed the payment of 14 cheques and 4 Direct Debits to a total of £2242.12. Councillor Smith seconded this and it was all approved. | Clerk  Clerk  Clerk  Clerk | |
| 18 | **Project List:**  This was updated. | Clerk | |
| 19 | **Village Events:**  The following events were notified:   1. 8th July Fete 2. 14th July Jubilee Picture Show 3. 23rd August Coffee Caravan 4. 3rd November Bonfire Night |  | |
| 20 | **Matters for consideration at the next meeting:**   1. Pre-budget ideas 2. Bonfire Night 3. Interpretation Panel leaflets and holder 4. Set next meeting dates into 2013 | Clerk | |
| 21 | **Dates for next meetings:**  The next meetings dates are: 19th September (pre-budget ideas meeting) and 21st November (set budget and Precept to St Edmundsbury Borough Council for 2013/14) |  | |

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 10.20pm