

GREAT BRADLEY PARISH COUNCIL

Minutes of a meeting of the Parish Council held on 28th June 23 at 7.30pm

Present:

Councillors: A F Sugg, R Sylvester-Bradley, C Boulton, Polly Cook (co-opted to the Council), Geoff Bailey (co-opted to the Council), one member of the public present.

Open Forum for items not on the agenda:

		ACTION:
i	Frequency and nature of grass cutting: It was suggested that, given this year's weather, the Rec may need more frequent mowing as the grass is already long – a problem for children playing and hides the threat of abandoned dog faeces. Discussed further at Item 5	
ii	The hedges adjacent to the footpath on "The Street" opposite and to the north of Fox Green are starting to impede use of the pathway. The Chair undertook to mention this to the landowner.	CB
iii	The handrail is loose on the wooden bridge which extends across the ditch to the southeast of Clarendale. Clerk to identify ownership and procure repair.	Clerk
iv	Dead trees removed from Clarendale (with thanks to District Council) What are the plans for replacement, if any? Species, location and timing? Is it possible for local residents to be involved in these decisions, please? Clerk to explore with District Council	Clerk
v	Optimising printer costs and use. The PC is leasing a high performance printer – can we dispense with this printer, saving money, and reallocate the money to enable more frequent printing of "The Bugle". Actions proposed by CB, seconded by AS, carried unanimously. <ul style="list-style-type: none"> • Clerk to explore whether we can withdraw from the printer lease without penalty and, if so, to do so and arrange return of the printer. • Clerk to choose and buy an ink-jet printer (to £100+VAT) for her use for printing PC papers. Also establish whether a 'subscription' option is a more cost effective way to purchase ink. • Clerk explore whether the savings from ceasing the printer lease might enable more frequent printing of 'The Bugle' and report to next PC meeting. 	Clerk Clerk Clerk

Item:		ACTION:
1.	<u>Apologies for absence.</u> None	
2.	<u>Receive Councillors 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> None	
4.	<u>Minutes and confirmation of payments approved at meeting of 17/5/23.</u> Minutes approved and signed by the chair.	

Signed:

Date:

<p>5.</p>	<p><u>Matters arising from these minutes</u></p> <p>i. Fox Green-Grasscutting/weedkilling</p> <p>Weedkilling of the path at the norther edge of the green – Robin Stokes has confirmed he can do it for £85. The Council discussed alternatives, efficacy and safety. Council wishes to accept the quote, contingent on it being done safely (for contractor and for public). Clerk to check and confirm with Robin Stokes that he will be taking appropriate precautions and, if so, accept the quote</p> <p>ii. Manhole cover - Clarendale</p> <p>The PC minutes from the last 45 years show repeated instances of the behaviour by the District Council and the Parish Council that would indicate that both regard the Clarendale green spaces as the responsibility of the District Council. The tree cutting and disposal carried out by the District Council on 27th June supports this view. The Parish Council discussed the matter and agreed to continue to engage with the District Council requesting that they repair the manhole cover on the basis that it lies on their land. Clerk to renew contact with District Council to request repair of the manhole cover.</p> <p>iii Cllr Boulton to be added as signatory to Unity trust bank account.</p> <p>Mandate signed by AS, RS-B and CB. Clerk to forward / upload mandate to bank.</p> <p>iv Recreation ground</p> <p>Frequency and nature of mowing – see Open Forum questions and comments.</p> <ul style="list-style-type: none"> On what schedule is the Rec mowed – and could we have a mow soon? Clerk to request Is there any possibility of ‘interim’ mowing, at reduced price, to mow the outer perimeter (used by joggers and walkers), the football pitch areas and the area around the play equipment. Clerk to ask for a quote please for this. Might it be possible to collect the clippings during a mow and, if so, what extra cost might this incur? Clerk to request information, please. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>6.</p>	<p><u>Co-option of Councillors</u></p> <p>Polly Cook was co-opted to the council. Proposed by CB, seconded by RS-B and approved by all councillors present.</p> <p>Geoff Bailey was co-opted to the council. Proposed by AS, seconded by CB and approved by all councillors present.</p> <p>Acceptance of office form signed by Polly Cook and Geoff Bailey and witnessed.</p> <p>Clerk to send declaration of interest forms to new councillors for completion. New Councillors to complete and return to Clerk.</p>	<p>Clerk</p> <p>PC / GB</p>
<p>7.</p>	<p><u>Highways and public footpaths (any matters to report)</u></p> <p>Nothing to report. Note that Bobby Bennett sent an update by email. Can be circulated with these minutes. Main item for attention was the Suffolk transport survey which was publicised on Facebook</p>	

Signed:

Date:

8	<p><u>Planning- any applications since the last meeting:</u></p> <ol style="list-style-type: none"> 1. Application for lawful development certificate for existing use or development - completion of part foundation works certified by Stroma Building Control on 11/05/22 to maintain full planning permission for approved planning application DC/19/1375/FUL. Location Spring Barn Thurlow Road Great Bradley Suffolk Parish Council has no objection. Clerk to notify Planning. 2. DC/23/0956/AG1 Determination in respect of permitted agricultural development - farm track - cross boundary application (East Cambridgeshire District Council) Water Lane Great Bradley Suffolk Discussed at length by the Parish Council Concerns: The proposed farm track will cross a Public RoW and it is important that this RoW remain unimpeded Objections: The proposed track opens potential 'short cut' from the new house towards Haverhill via Water Lane which is already in poor condition. Furthermore, further traffic using Water Lane increases the risks at the Water Lane / B1061 intersection. The Council objects to the potential creation of such a short cut for non-agricultural vehicles. Clerk to notify planning. 3. DCON(A)/22/2200 Application to discharge conditions three (hard landscaping) four (soft landscaping) six (submission of arboricultural method) and 12 (construction environmental management plan) of DC/22/2200/FUL Land at Great Bradley Oak Stud East Green Great Bradley Suffolk Parish Council has no comment. Clerk to notify planning. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
9	<p><u>Village Hall: any matters to report.</u></p> <p>The water flowing from the car park to the road has abated with the dry weather so it is assumed it arose from a spring and so that manhole cover is untouched. The other manhole cover has been re-concreted as, at least, a mitigation measure.</p>	
10	<p><u>Asset register update</u></p> <p>The asset register records the addition of two noticeboards and a cradle seat on the play equipment, and the deletion of equivalent items replaced. The Council Approves the Asset register, proposed CB, seconded AS, unanimous approval.</p>	

Signed:

Date:

11	<p><u>Annual Governance and Accounting Return (AGAR) 2022/23 has been approved by the internal auditor SALC.</u></p> <p>Great Bradley Parish Council approved the following AGAR documents: Proposed AS, seconded PC, unanimously approved.</p> <ul style="list-style-type: none"> • 11.1 Declaration of exemption from External Audit due to income/expenditure being less than £25,000. (Signed and dated by the Chair) • 11.2 Annual Governance Statement and minute reference. Discussed, completed and approved. (Signed and dated by the Chair) • 11.3 Accounting Statement approval and minute reference. Checked with respect to figures provided by the Clerk. Approved (signed by the Chair) • 11.4 Period for the exercise of public rights. 27 June to 7 August Dates agreed and Chair confirmed that the notices have been posted. <p>Clerk to submit papers as required</p>	Clerk
12	<p><u>Donations 12. To discuss annual donation to SARS, and for the conduct of the fete</u></p> <p>The Parish Council discussed both. In light of the tight budget it was decided that, instead of fragmented donations to, for example SARS, the Council will, at a future meeting discuss what portfolio of causes should be supported, why and to what extent (See item 14)</p> <p>The Council agreed that the Village Fete is valuable to the people of the village and agreed to donate £75 to the conduct of the Fete (Proposed by CB, seconded by GB and agreed unanimously)</p> <p>Clerk to make the donation for the conduct of the Fete</p>	Clerk
13	<p><u>Clerk Hours</u></p> <p>The Chair reported his discussion with the returning clerk. She had previously concentrated her contracted hours into one day per week and wishes now to concentrate her work into two evenings. The Parish Council discussed this, airing concerns about handling time-critical matters and it was decided to trial the Clerk's suggested working practice and review the situation as an agenda item for November.</p>	
14	<p><u>Matters for consideration for next and future meetings</u></p> <p>Grounds, mowing and hedges – to follow up</p> <p>Grassmowing – Clarendale end of 'wishbone'. Clerk has contacted the WSDC.</p> <p>Village garden – explore what best to do with the garden and when.</p> <p>Hedge at 23. Resolved – Clerk to tell complainant that it will be addressed in Sept.</p> <p>Hedge near Village Hall – check</p> <p>Solar light near village hall - check</p> <p>Responsibilities for Clarendale and, specifically, for repair of manhole cover</p> <p>Litter-pick</p> <p>Sports equipment – do we have any spare table-tennis bats and balls? Might it be possible to build a storage container to protect them from the elements?</p> <p>Actions to maintain governance.</p> <p>A review of audit activity and procedures,</p>	Clerk

Signed:

Date:

	Repeat risk assessment. Ongoing and future initiatives Bulb-planting Use of a thermal imaging camera to support efficient-buildings. Bonfire night – preparations will have started and will be ongoing. Establishing regular contact with WSDC and SCC Follow up initial contact with Indy Wijenayaka Follow up with Bobby Bennett (NB her suggestion to follow her on bobbybennet4clare on Facebook Training for new Councillors Clerk please to identify candidate training for new Councillors and forward.	Clerk
	Dates of next meeting: 20 th September and 22 nd November 2023	

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 21:10.

Signed:

Date: