



GREAT BRICETT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Bricett
Tuesday, 28th November 2023 at 7pm.

Present:

Councillors: S Burnett (Chairman)
J Walsh
R Morley
L Jefferson

In Attendance J Blackburn – Clerk
County Cllr Oakes
District Cllr Pratt

GB63/23/24 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Parnell and Cllr Auchterlonie

GB64/23/24 - TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

GB65/23/24 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB66/23/24 - TO APPROVE THE MINUTES OF THE MEETING HELD ON TUESDAY, 12TH SEPTEMBER 2023

It was AGREED: That the minutes of the meeting held on Tuesday, 12th September 2023 be approved as a true record and signed by the Chairman.

GB67/23/24 – PUBLIC FORUM

No members of the public were present.

GB68/23/24 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR KAY OAKES

Cllr Oakes' report was circulated prior to the meeting and would be published on the village website. She had nothing further to report.

GB69/23/24 - TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DANIEL PRATT

Cllr Pratt's report had been circulated prior to the meeting and would be published on the village website.

He reported about the Cosy Home Initiative and how home owners and landlords could receive funding towards insulation improvement for their homes.

GB70/23/24 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk reported that the Suffolk Association of Local Councils (SALC) had informed Clerks of the annual increase in salary, which this year was a flat sum of £1,925 pro rata. The Clerk informed

Members that the increase would be backdated to April 2023. The back pay would be seen in this month's Clerk's Pay. **All Agreed.**

The Clerk reported that she had received a letter from Julia Shawe-Taylor in relation to a contribution towards the running costs of producing the Four Parish Magazine.

The Clerk reminded Members that an increase of £25 was made last financial year to £75.

It was AGREED: That an increase be made again this year with the donation being £100.
Clerk to action.

b) **TO RECEIVE THE CLERK'S FINANCIAL REPORT**

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 20th November 2023 was £60,652.55.

c) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Nov - including back pay)	£526.60
Jennie Blackburn	Clerk's Office Allowance/Exp (Nov)	£32.30
Jennie Blackburn	Poppy Wreath reimbursement	£19.99
HMRC	PAYE to end 5th Oct	£112.80
M Burnett	Wildflowers for Community Woodland	£251.50
NSK Landscapes	Mowing and Mulching - Community Woodland	£648.00
NSK Landscapes	Mowing and Mulching - Community Woodland	£600.00
NSK Landscapes	Mowing and Mulching - Community Woodland	£408.00
Nick Holmes	Grass Cutting 2023/24	£600.00
Suffolk Cloud	Website Hosting	£120.00
M Burnett	Timebond Glue (Community Woodland)	£15.47
M Burnett	Fencing Stakes (Community Woodland)	£77.76
M Burnett	Garden Tools (CW (paid by grant))	£218.95
M Burnett	Storage Hooks for Tools (CW)	£6.72
M Burnett	Batteries for Defibrillator	£32.24
M Burnett	Fruit Trees - Community Woodland	£231.39
SALC	Payroll Service - 6 months	£54.00
P K F Littlejohn	External Audit 2022/23	£252.00

It was AGREED: That payments totaling £4,207.72 be authorised and actioned by the Clerk.

The following receipts were also noted:

MSDC	CiL Payment	£5,154.46
MSDC	Pride in your Place Grant	£250.00

d) **BANK RECONCILIATION**

It was AGREED: That the Bank Reconciliation be approved.

e) **DRAFT BUDGET FOR 2024/25**

It was AGREED: That the Draft Budget for 2024/25 be approved.

f) **EXTERNAL AUDITOR'S REPORT – 2022/23**

It was AGREED: That the External Auditor's report be noted (no recommendations were made)

GB71/23/24 - PLANNING APPLICATIONS

None had been received.

GB72/23/24 – PLANNING DECISIONS

None had been received.

GB73/23/24 – PLANNING – HOUSE EXTENSIONS

Cllr Burnett reported that an extension was being built on a property in the village and it had been queried by other residents whether planning permission was needed.

The Clerk suggested that Cllr Burnett pass on the address of the property to herself and she could contact Planning Enforcement who would check the development status.

GB74/23/24 – PEOPLE AND PLACE PLAN

It was AGREED: That this item be deferred to the next meeting.

GB75/23/24 – 30MPH SIGNAGE IN VILLAGE

Cllr Burnett reported that four 30mph repeater signs in the village were in a poor state and asked Cllr Oakes if they could be replaced.

Cllr Oakes stated that she would arrange for their replacement and would fund them through her Highways Budget.

GB76/23/24 – COMMUNITY WOODLAND

Cllr Burnett reported that £250 had been received from the 'Pride in your Place' Grant, which was used to purchase tools for the Community Woodland. These would be kept in the shed for all to use when working on the Woodland.

She stated that Fruit Trees had been purchased and once holes had been dug for them, they would be planted. She also explained that 30 hedge plants had been purchased, which because they were small, had planted them at home to keep them protected in readiness to plant at the Community Woodland next year.

Members noted that a resident in the village wished to donate a bird bath for the Woodland area.

It was AGREED: That Cllr Burnett write a thank you letter to the resident.

GB77/23/24 – UPDATE ON VILLAGE HALL

Cllr Walsh reported that the hall had enjoyed a steady stream of bookings over recent months. She explained that the usual Coffee Morning due to take place on 9th December 2023 was to be a Brunch.

Cllr Jefferson added that the recent Murder Mystery Night had been a great success.

GB78/23/24 - UPDATE ON FOOTPATHS

Cllr Jefferson reported that the footpath adjacent the Village Sign would soon need to be topped up with chippings as some had been washed away in the recent rainfall. Members felt this could be carried out in the Spring. **All Agreed.**

GB79/23/24 – UPDATE ON RED LION

Cllr Pratt reported that the purchase of the Pub was continuing to go well and the new owner was hoping to re-open in March 2024 as a pub/restaurant, providing a variety of food and beers.

GB80/23/24 - DITCHES

Cllr Morley reported that the ditch adjacent his property remained in a poor state and had not been cleared.

Cllr Burnett confirmed she would contact the owners of the ditch again and if nothing followed it would be reported to Highways for further action.

GB81/23/24 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Parking issues continue at the junction of Pound Hill and Roman Road

GB82/23/24 – DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 9th January 2024 at 7pm.

The meeting finished at 8.05pm.

Chairman: Dated: