



## **GREAT BRICETT PARISH COUNCIL**

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Bricett  
**Tuesday, 12<sup>th</sup> March 2024 at 7pm.**

### **Present:**

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

In Attendance J Blackburn – Clerk  
District Cllr Pratt

### **GB100/23/24 – TO RECEIVE APOLOGIES OF ABSENCE**

Apologies had been received from County Cllr Oakes and Cllr Purnell.

### **GB101/23/24 - TO RECEIVE DECLARATIONS OF INTEREST**

None had been received.

### **GB102/23/24 – TO RECEIVE APPLICATIONS FOR DISPENSATION**

None had been received.

### **GB103/23/24 - TO APPROVE THE MINUTES OF THE MEETING HELD ON TUESDAY, 9<sup>TH</sup> JANUARY 2024**

**It was AGREED:** That the minutes of the meeting held on Tuesday, 9<sup>th</sup> January 2024 be approved as a true record and signed by the Chairman.

### **GB104/23/24 – PUBLIC FORUM**

There were no members of the public present.

### **GB105/23/24 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR KAY OAKES**

Cllr Oakes was not present at the meeting. Her report had been circulated prior to the meeting and would be published on the village website.

Cllr Morley reported that following discussion in relation to Cllr Oakes arranging for yellow lines to be painted at the junction of Pound Hill and Roman Road, if anyone observed cars parked inappropriately on the junction, to take photographs and send them to Cllr Oakes.

Cllr Morley expressed his frustration in relation to road closures taking place close by each other resulting in certain routes being difficult to take. He would raise this with Cllr Oakes in due course.

### **GB106/23/24 - TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DANIEL PRATT**

Cllr Pratt's was present at the meeting but had nothing to report, other than he explained that a resident had complained to him about the poor state of the pavement on the B1078 / Woodland View. Cracks had appeared and vegetation had covered a large part of the pavement meaning pedestrians had to go onto the road to pass the defects.

## GB107/23/24 – TO RECEIVE THE CLERK’S REPORT AND FINANCIAL MATTERS

### a) **CLERK’S REPORT**

The Clerk had nothing to report other than what was on the Agenda.

### 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 11<sup>th</sup> March 2024 was £56,035.52.

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

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Feb)	£381.00
Jennie Blackburn	Clerk's Office Allowance/Exp (Feb)	£26.00
Jennie Blackburn	Ink Cartridge	£88.67
Jennie Blackburn	Clerk's Pay (Mar)	£381.00
Jennie Blackburn	Clerk's Office Allowance/Exp (Mar)	£36.29
GB Village Hall	Insurance Renewal	£437.03
M Burnett	Wood to hang tools	£6.71

**It was AGREED:** That payments totaling £1,356.70 be authorised and actioned by the Clerk.

The following receipts were noted.

Somersham Parish Council	Ink Cartridge Contribution	£14.77
Creeting St Mary PC	Ink Cartridge Contribution	£14.77

### d) **APPOINTMENT OF INTERNAL AUDITOR**

**It was AGREED:** That Trevor Brown CPFA be appointed as Internal Auditor for 2023/24.

### e) **EXTERNAL AUDIT ARRANGEMENTS**

**It was NOTED:** That an External Audit would be required for 2023/24.

### f) **INSURANCE RENEWAL FOR VILLAGE HALL**

**It was AGREED:** That the Insurance Renewal of £437.03 be paid by the Parish Council.  
**Clerk to action.**

## GB108/23/24 – POLICIES AND PROCEDURES

### a) **REVIEW OF INTERNAL AUDIT CONTROL AND RISK MANAGEMENT ARRANGEMENTS**

**It was AGREED:** That the Internal Audit Control and Risk Management Arrangements be reviewed and approved.

### b) **FINANCIAL REGULATIONS AND STANDING ORDERS**

The Clerk reported that the Financial Regulations were currently being reviewed and amended by National Association of Local Councils (NALC) and amendments would be shared with Clerks in due course. The Clerk would bring it to a future meeting for approval,

**It was AGREED:** That the Standing Orders be approved and adopted.

## **GB109/23/24 - PLANNING APPLICATIONS**

None had been received.

## **GB110/23/24 – PLANNING DECISIONS**

None had been received.

## **GB111/23/24 – PEOPLE AND PLACE PLAN**

**It was AGREED:** That the People & Place Plan (PPP) be deferred to the next meeting.

## **GB112/23/24 – COMMUNITY WOODLAND**

Cllr Burnett stated that she had nothing to report on the Woodland, but mentioned that she had taken over the role of Tree Warden over the past year. She explained that she was part of a WhatsApp Tree Warden Group and whilst various information was passed over to her, there wasn't a lot for her to do in the role. She therefore felt that merging the two together would be the best way forward. **All Agreed.**

Cllr Pratt confirmed to Cllr Burnett that as Tree Warden she would have access to free trees.

## **GB113/23/24 – UPDATE ON VILLAGE HALL**

Cllr Walsh reported that Arland Shawe-Taylor had cleared the guttering around the Village Hall so all was now clear.

She added that the Hall was very busy with bookings. Various events had taken place including a very successful Open Mic Night which was held to raise money for SESAW, an animal charity. £726 was raised. A Quiz night had also been organised.

## **GB114/23/24 - UPDATE ON FOOTPATHS**

Apart from the local Footpaths being extremely muddy, there was nothing to report.

Cllr Jefferson stated that she tried to keep the brambles cut on the bridges.

Cllr Morley explained that two residents had complained about the current state of the footpath at Woodland View.

## **GB115/23/24 – DITCHES**

Cllr Auchterlonie reported that he had been approached by two residents from Woodland Valley about the overgrowth of vegetation in the river at the rear of Woodland Valley and whether this could be cleared.

Cllr Burnett stated that she would chase Nick Thompson in relation to clearing the ditch on his land.

## **GB116/23/24 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL**

- Cllr Jefferson reported that amount of litter in the ditches towards Wattisham Air Base, which was mostly fast food litter. To ask for the assistance from Wattisham Base to help clear the ditches would be beneficial.
- SID Data difficult to understand.
- Resident asked for access over The Green for works to her property.

**GB117/23/24 – DATE OF NEXT MEETING**

**It was AGREED:** That the next meeting be held at the Village Hall on Tuesday, 14<sup>th</sup> May 2024 at 7pm. This would be the Annual Parish Meeting followed by the Annual Parish Council Meeting.

The meeting finished at 8pm.

Chairman: ..... Dated: .....

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