

# **GREAT BRICETT PARISH COUNCIL**

**You are summoned to attend the meeting which will be held  
at Great Bricett Village Hall, on Tuesday 28<sup>th</sup> November 2017 at 7.00pm**

**Public Forum** – *At item 2 on the agenda, members of the public are invited to give their views and question the Parish Council on issues on this agenda or to raise issues for consideration at future meetings at the discretion of the Chairman. This item will generally be limited to 15 minutes duration. Members of the public are welcome to stay for the meeting (with the exception of matters excluded for press and public interest) but may not contribute within the Parish Council meeting itself unless specifically invited to contribute by the Chairman.*

## **AGENDA**

*To comply with the approved Standing Orders, the Public Forum and Items 3, 4 & 5 are to be concluded within a 30 minute time slot unless the Council agrees to extend this time period.*

- 1. Receive apologies for absence**
- 2. Public Participation Session**
- 3. Receive District Councillor's Report - *District Cllr David Whybrow***
- 4. Receive County Councillor's Report - *County Cllr Anne Whybrow***
- 5. Approve Minutes of meeting held on 12<sup>th</sup> September 2017 and the extraordinary planning meeting held on 5<sup>th</sup> October 2017 as true records of the meetings**
- 6. Receive Declarations of Interests & requests for dispensations**
- 7. Co-option of new Councillor – *No applications received – as of Nov 17, there is one vacancy***
- 8. Clerks Update regarding matters arising from the last minutes –**

Street light in Lower Farm Road – *now installed and awaiting connection to electricity supply*

Potential planning issue at Wildwinds – *being investigated by MSDC*

New external Cabinet & Defibrillator installation at Base Garage – *to be installed in November*

VH Defibrillator – *information to be forwarded in November*

Bus Shelter by the Mace Shop – *awaiting further info*

Clerk email address – [greatbricett.pc@outlook.com](mailto:greatbricett.pc@outlook.com) *now set up and live*

Speed restrictions in and around the village – *awaiting confirmation of completion of painting works*

Response to Planning DC/17/03568 – Bricett Business Park – *copy of letter in correspondence file*

Phone Box consultation

### **9. Planning Applications –**

- a. For discussion and decision – *None*
- b. Awaiting decision from MSDC –  
Planning Consultation no. DC/17/03568 – Outline Planning Application for a Residential development of up to 51 dwellings at Great Bricett Business Park, The Street, Great Bricett, Suffolk IP7 7DZ
- c. Decisions made by MSDC – North verge of Roman Road, north of the junction with The Street, Great Bricett IP7 7DR - Planning Application no. DC/17/04453 – Proposed Base Station Installation  
**Decision - Granted**

- 10. Update from Major Duncan Fleming, Wattisham Base** – To provide an update regarding the Bus shelter, street light and speeding issues
- 11. Responses to Traffic/Speeding Letters** – Responses from the Police and Wattisham Base circulated by the Clerk – To review and consider if further action required
- 12. Findings of External Audit** – Clerks update regarding report from BDO Stoy Hayward
- 13. Noticeboards** – To review quotations for refurbishment and consider and determine a budget for works
- 14. Cash & Carry** – To consider and determine application to local Cash & Carry companies

- 15. Christmas & New Year street lighting** – To consider and determine lighting street arrangements - This year SCC part night lit units will remain on Christmas Eve Night in to Christmas Day and New Year's Eve Night into New Year's Day without being switched off part night. As Great Bricett has Lights which are currently switched off part night, there are 3 options, - a) Do the same as SCC and keep them on all night for those 2 nights, b) Remain as is and do nothing different or c) Do something different
- 16. Draft Budget & Precept 2018-19** – For initial consideration and discussion
- 17. Data Protection Reform** – Update from the Clerk following her attendance at the SALC training course on 12<sup>th</sup> October and to consider and determine budgetary implications of additional hours required
- 18. Annual Policy reviews** – To consider annual review of the attached policies – due to changes required as a result of the data protection reform, the annual review of the communications policy is not required as a new policy is needed after the required changes are formalised.

Complaints procedure  
Equal Opportunities policy  
Reporting at Meetings  
Social Media policy  
Training Policy

**19. Finance**

- a. *Half year payments and receipts against budget*
- b. *VAT reclaim – claim for £222.00 received 13<sup>th</sup> Sept – included in Finance Report*
- c. *Precept of £4,875 - second of two parts received 21<sup>st</sup> Sept – included in Finance Report*
- d. *Clerk's Finance Report*
- e. *Authorisation of Payments*

**20. Village Hall Management Committee Report & Village Hall Annual Inspection Report – if received.**

**21. Clerks Update regarding urgent decisions since the last meeting – Purchase of the Poppy Day Wreath from the British Legion for £17**

**22. Correspondence for Information – to be circulated**

**23. To consider the exclusion of the public and press in the public interest for consideration of the following items: Annual Appraisal of Clerk**

**24. Matters to be brought to the attention of the Parish Council –**

*Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.*

**Next scheduled meeting – Starting at 7.00pm – 23rd January 2018 - Great Bricett Village Hall**

Viv Pratt – Clerk to Great Bricett Parish Council  
Email - pc@greatbricett.suffolk.gov.uk  
Tel. 01473 657124



Tuesday, 21 November 2017

Hi Vivienne

Chris has been and viewed the job.

Quoted £150-00 for both display boards including materials and labour

Kind regards

Kym

**From:**

**Sent:** 02 November 2017 18:18

**To:** [Viv Pratt](#)

**Subject:** Re: Quote required please

Hi Vivian my husband Chris will take a look and let you know early next week kind regards kym

----- Original Message -----

Subject: Quote required please

From: Viv Pratt

To: "kymdenny

Hi there!

I've seen your name on the Community website, Barking Next door and I wondered whether you might be interested in a small job for Great Bricett Parish Council?

We own two wooden noticeboards that require some maintenance – probably just a bit of a rub down and re-treating/varnishing. One is attached to the outer wall of the Village Hall (next to the Church) and one is by Worsley Joinery in The Street.

I think the work can be done on site rather than removing them (obviously weather permitting).

If you could give me an idea of cost if you are interested in the work please?

Many thanks and best regards

Vivienne Pratt (Mrs)

Clerk & RFO to Great Bricett Parish Council

Tel. 01473 657124