



GREAT BRICETT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Bricett on
Thursday, 24th May 2018 at 8.20pm.

Present:

Councillors: S Burnett (Chairman)
 N Ford (Vice-Chairman)
 D Payne
 M Ford
 R Craddock

In Attendance J Blackburn – Clerk
 Six members of the public

GB13/18/19 – ELECTION OF CHAIRMAN

Cllr Burnett declared the meeting open.

Cllr N Ford proposed that Cllr Burnett be elected as Chairman, which was seconded by Cllr M Ford.
Decision – Cllr Burnett was duly elected Chairman.

GB14/18/19 – CHAIRMAN’S DECLARATIONS OF ACCEPTANCE OF OFFICE

Cllr Burnett signed the Declaration of Acceptance of Office and then took the Chair for the remainder of the meeting.

GB15/18/19 – ELECTION OF VICE-CHAIRMAN

Cllr Burnett proposed that Cllr N Ford be elected as Vice-Chairman, which was seconded by Cllr Payne.
Decision – Cllr N Ford was duly elected Vice-Chairman.

GB16/18/19 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Morley, Cllr Cooper and the Police.

GB17/18/19 – TO RECEIVE DECLARATIONS OF INTEREST

Cllrs N Ford and M Ford declared an interest in item 15 on the Agenda as they were members of the Management Committee.

GB18/18/19 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB19/18/19 – PLANNING APPLICATIONS

Ref: DC/18/01756 - Outline Planning Application (Access to be considered) - Erection of 5 No. Dwellings
- Land East of Brambles, Great Bricett

During a discussion the following points of concern were raised and submitted to the Planning Department:

- The access was too near to the junction making it dangerous
- The land was likely to flood

- A large gas pipe was present across the ground, which hadn't been mentioned within the application.
- Access to sewerage hadn't been explained.
- It was unclear as to how many access points were proposed as the two maps that had been provided said different things.

Other points made was that the siting of the planning notice could not be readily seen as to read it members of the public either had to stand on a busy road, or private land.

Previous planning applications for buildings on the site had not been followed as to what was agreed.

Should the application be approved, it was strongly felt by Parish Councillors and Members of the Public that the ditch wanted hard piping put in place to ensure a reduction in strong odour.

GB20/18/19 - PLANNING DECISIONS

None had been received.

GB21/18/19 - TO APPROVE THE MINUTES OF THE MEETINGS HELD ON TUESDAY, 27TH MARCH AND TUESDAY, 17TH APRIL

It was AGREED: That the minutes of the meetings held on Tuesday, 27th March and Tuesday, 17th April 2018 be approved as a true record and signed by the Chairman.

GB21/18/19 - TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES

Cllr M Ford – Village Hall Management Committee
 Cllr Burnett – Wattisham
 Cllr Burnett – SALC
 Cllr Craddock – Wicksfield Park

GB22/18/19 – AUTHORISATION OF ANNUAL SUBSCRIPTIONS

It was AGREED: That the annual subscription of £194.44 be paid to the Suffolk Association of Local Councils in order to renew the Parish Council's membership.

GB23/18/19 – PUBLIC FORUM

The following points were raised by members of the public:

- 'No Lorries' sign at Business Park. If Business Park is closed the sign should be re-positioned.
- 30mph sign in village was faded – needed reporting.
- Carters Lane – signage needed at either end – narrow lane.
- Grass Cutting at the T-junction of Carters Lane needed reporting.
- Mirror opposite the entrance to the Village Green.

GB24/18/19 – TO RECEIVE THE POLICE REPORT

The Police were not present at the meeting and a report had not been received.

GB25/18/19 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR ANNE WHYBROW

The County Councillor was not present at the meeting and a report had not been received.

GB26/18/19 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DAVID WHYBROW

The District Councillor was not present at the meeting and a report had not been received.

GB27/18/19 – TO RECEIVE THE CLERK’S REPORT AND FINANCIAL MATTERS

The Clerk reported that she had received a telephone call from a member of the public in relation to the grass cutting at the churchyard.

Cllr Burnett explained that the person who usually cut the grass had said he could no longer carry out the work so the Parish Council needed to appoint someone in his place. She continued that herself and Cllr N Ford had received quotes from various sources and that they felt the best person for the job would be a resident in the village, Mr Holmes, at a cost of £55 per cut and £40 per trim of the hedge. The first cut would be at a cost of £70 as the grass had become very long.

It was AGREED: That Mr Holmes be appointed to cut the grass and hedge at a fee of £55 per cut and £40 per hedge trim.

i) END OF YEAR 31ST MARCH 2018 STATEMENT OF ACCOUNTS

The Statement of Accounts was presented for approval. **Decision** – approved and signed by the Chair and the Clerk

ii) ANNUAL GOVERNANCE STATEMENT

The Annual Governance Statement was completed by the Council and signed by the Chair and the Clerk.

iii) INTERNAL AUDITOR’S REPORT

The Internal Auditor’s Report was received and recommendation agreed.

iv) TO RECEIVE THE CLERK’S FINANCIAL REPORT

The Clerk reported on the Council’s current financial position and stated that mandate changes were currently being made on the account so her access to transactions and current balances were limited. She would report a more in-depth picture of the finances at the next meeting in July.

v) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk’s Salary (April / May)	£416.20
Jennie Blackburn	Clerk’s Expenses (April / May)	£41.29
Sue Burnett	Calibration of Speedar	£84.60
Creting St Peter Parish Council	Lockable Cupboard (1/5 of the cost)	£55.20
Chris Denny	Noticeboard Refurbishment	£150.00
SALC	Annual Subscription	£194.44
A1 Carpentry & Locksmith	Noticeboard Lock	£72.00
MSDC	Bin Emptying	£162.00
Jennie Blackburn	Clerk’s Pay (June)	£284.77
Jennie Blackburn	Clerk’s Expenses (June)	£20.00

It was AGREED: That payments totaling £1,408.50 be authorised and actioned by the Clerk.

GB28/18/19 – VILLAGE HALL CEILING WORKS

Cllr N Ford and Cllr M Ford explained the need for a false ceiling in the Village Hall. The addition would improve the acoustics within the room which would benefit dance evenings and quiz nights when it could sometimes be difficult to hear. In addition, improved lighting would be incorporated into the project, lighting that would be energy efficient thus making the room more appealing to hire.

Cllr N Ford stated that a quote received from a local company in Barking Tye was for just under £4,000, which the Village Hall Management Committee would fund.

It was AGREED: That the Village Hall Management Committee proceed with the project to install a false ceiling and improved lighting.

GB29/18/19 – TELEPHONE BOX

It was felt that the telephone box needed to be refurbished and made use of. One suggestion was for a 'fun map' to be housed within the box similar to one seen at Needham Market. The map could have fun information on it and interesting facts. Another suggestion was for a map showing local walks.

In the first instance it needed to be ascertained what costs would be involved in the replacement of the Perspex windows to glass, and the specialist paint needed to re-coat the box.

It was AGREED: That Cllr Payne research the cost of materials needed for the refurbishment.

GB30/18/19 – VILLAGE SIGN

Cllr Burnett reported that she had done some research on the refurbishment of such signage and made reference to a company in Norfolk. It was agreed that this needed to be resumed so Cllr Burnett would continue to look into the best way forward with the project.

GB31/18/19 – NOTICEBOARDS

Cllr Burnett confirmed that both noticeboards had been re-painted and one had had a new lock put onto it. Keyholders were herself, the Clerk and Cllr N Ford.

GB32/18/19 – VILLAGE WEBSITE

The Clerk reported that the current website was not currently user-friendly and seemed difficult to locate certain pages and documents within the site. She reported that in her experience another website host, Suffolk icloud, had produced an excellent website that would be much more user-friendly for members of the public and would benefit the Parish Council by way of showing relevant information and documents more efficiently and effectively in order to comply with the Transparency Code.

It was AGREED: That the Parish Council change their website host to Suffolk icloud – **Clerk to Action.**

GB33/18/19 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

None.

GB34/18/19 - DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 24th July 2018 at 7pm.

The meeting finished at 9.55pm.

Chairman: Dated: