



GREAT BRICETT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Bricett on
Thursday, 16th May 2019 at 7.40pm.

Present:

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

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

GB06/19/20 – ELECTION OF CHAIR

Cllr Burnett declared the meeting open.

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

GB07/18/19 – CHAIR'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.

GB08/19/20 – ELECTION OF VICE-CHAIR

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

GB09/19/20 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Payne and the Police.

GB10/19/20 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

GB11/19/20 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB12/19/20 - TO APPROVE THE MINUTES OF THE MEETINGS HELD ON TUESDAY, 26TH MARCH AND TUESDAY, 8TH JANUARY 2019

It was AGREED: That the minutes of the meetings held on Tuesday, 26th March and Tuesday, 8th January 2019 be approved as a true record and signed by the Chairman.

GB13/19/20 – GENERAL POWER OF COMPETENCE

As they met the criteria the Parish Council duly adopted the General Power of Competence.

GB14/19/20 – TRAFFIC CALMING MEASURES

The Clerk reported that she had yet to apply for the requested locations for a VAS system around the village but she would complete the application process shortly.

Cllr Oakes confirmed that she would fund £2,000 towards the cost of the VAS. She also stated that she would forward useful information onto the Clerk in respect of recommended products.

GB15/19/20 - TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES

Cllr M Ford / Cllr N Ford – Village Hall
Cllr Burnett / Cllr Craddock – Wattisham
All Cllrs – SALC
Cllr Craddock – Wixfield Park

GB16/18/19 – AUTHORISATION OF ANNUAL SUBSCRIPTIONS

It was AGREED: That the annual subscription of £196.12 be paid to the Suffolk Association of Local Councils in order to renew the Parish Council's membership.

GB17/19/20 – PUBLIC FORUM

Non members of the public were present.

GB18/19/20 – TO RECEIVE THE POLICE REPORT

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

GB19/19/20 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR KAY OAKES

Cllr Oakes reported that she had received an email from a resident asking for an update on the parking issue on Releet Close. A meeting with residents was yet to be arranged.

GB20/19/20 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DANIEL PRATT

Cllr Pratt had nothing further to report following her report made at the Annual Parish Meeting held prior to this meeting.

GB21/19/20 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

- i) **END OF YEAR 31ST MARCH 2019 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 approved.
- iv) **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 16th May 2019 was £24,265.91.
- v) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**
The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (May)	£322.14
Jennie Blackburn	Clerk's Office Allowance / Expenses (May)	£70.25
ICO	Data Protection Renewal	£40.00
Earl Stonham Parish Council	Printer toners (5th of total cost)	£91.39
SALC	Subscription Renewal	£196.12
Trevor Brown	Internal Audit 2018/19	£103.80
Jennie Blackburn	Clerk's Pay (Jun)	
Jennie Blackburn	Clerk's Office Allowance / Expenses (Jun)	£20.00

It was AGREED: That payments totaling £1,165.84 be authorised and actioned by the Clerk.

GB22/19/20 – PLANNING APPLICATIONS

None had been received.

GB23/19/20 – PLANNING DECISIONS

The following decisions were noted:

Ref: DC/18/05447 - Outline Application (some matters reserved) - Erection of up to 4 No. Bungalows with detached garages and access - Land Adjoining The Brambles, The Street, Great Bricett, Suffolk – **GRANTED**

GB24/19/20 – VILLAGE HALL

Cllr M Ford reported that the issues with the floor were ongoing, with a third quote be awaited on. It had been brought to the attention of the Management Committee that the air flow within the walls of the hall were not how they should be due to the air blocks being blocked, which in turn had caused the dry rot to form.

GB25/19/20 – VILLAGE GREEN

Cllr Burnett reported that a meeting had taken place on The Green with UK Power Network in order to discuss the grassed areas that were affected when UK Power Networks carried out works in relation to a nearby house extension. They confirmed they would reinstate the grass as agreed.

GB26/19/20 – TELEPHONE BOX

Cllr N Ford reported that the works to the telephone box would be carried out in a couple of months' time.

GB27/19/20 – MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Carter's Lane – long grass verges blocking visibility
- The Footpath at the rear of the Paddock behind 1 & 2 The Green – overgrown.

GB28/19/20 – DATES OF 2019/20 MEETINGS

The following dates were approved:

Tuesday, 23rd July 2019
 Tuesday, 24th September 2019
 Tuesday, 26th November 2019
 Tuesday, 28th January 2019
 Tuesday, 24th March 2019

GB29/19/20 – DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 23rd July 2019 at 7pm.

The meeting finished at 8.20pm.

Chairman: Dated: