



GREAT BRICETT PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Great Bricett on **Tuesday, 10th March 2020 at 7pm.**

Present:

Councillors: S Burnett (Chairman)
N Ford
M Ford

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

GB110/19/20 – PUBLIC FORUM

There were no members of the public present.

GB111/19/20 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Morley, Cllr Payne and Cllr Craddock.

GB112/19/20 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

GB113/19/20 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB114/19/20 - TO APPROVE THE MINUTES OF THE MEETING HELD ON TUESDAY, 21ST JANUARY 2020

It was AGREED: That the minutes of the meeting held on Tuesday, 21st January 2020 be approved as a true record and signed by the Chairman.

GB115/19/20 – TO RECEIVE THE POLICE REPORT

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

GB116/19/20 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR KAY OAKES

Cllr Oakes reported that in relation to the land registration of the Village Green, she had contacted the relevant person within Suffolk County Council (SCC) who helped her to locate a map. The information showed that the Parish Council owned the Green and SCC would support that fact should it ever be questioned. Whilst the Green was not registered with Land Registry, the documents found were proof of land ownership as the Parish Council.

Members thanked Cllr Oakes for her help with this matter.

Cllr Oakes reported:

- SCC were funding the replacement of the majority of their street lighting throughout the county, with LED bulbs
- Highways were waiving road closure fees for any events taking place on VE / VJ Day

- SCC plan to reduce single use plastic

Cllr Oakes also reported that she had had a meeting with Highways where the following was discussed:

- Entrance to village – 30mph on the road needed to be re-done
- Size of 30mph signs and whether 30 on a yellow background would be more appropriate
- Raise the 30mph sign up on the railing of the bridge

She stated that at the other end of Pound Hill, cars were being parked too close to the junction so she stated that she would get an estimate for yellow lines to be painted.

Once quotes had been received Cllr Oakes wished to hold another public meeting to put forward the proposals of what had been discussed and actions to be taken.

GB117/19/20 – TO RECEIVE THE DISTRICT COUNCILLOR’S REPORT – CLLR DANIEL PRATT

Cllr Pratt reported that in relation to plastic, *Ripple Food Coop* had a minimum plastic policy where organic food could be purchased. It was open once every couple of weeks. Members of the public could go and pick what they wanted as loose items.

He also reported that Mid Suffolk District Council (MSDC) owned two pieces of land at Ofton which were being used as restorative projects. A leaflet drop would be carried out to ascertain people’s views about whether a wild meadow would be the preferred option for the land, or whether trees should be planted.

Cllr M Ford raised the option of something being done with the verge at Carters Lane. A verge that sometimes became so high it made visibility poor when driving.

Cllr Pratt suggested that the verge could be a low level meadow with flowers and plants. He explained that Ringshall Village Hall had received locality budget funding to plant an orchard.

He also confirmed to members that he had called the Planning Application for land opposite the Brambles into Planning Committee and would keep members posted of when a date would be given.

GB118/19/20 – TO RECEIVE THE CLERK’S REPORT AND FINANCIAL MATTERS

a) CLERK’S REPORT

The Clerk asked whether bank mandates had been completed to which Cllr M Ford confirmed she was in the process of completing her. As Cllr Morley was not present at the meeting, his would be dealt with at a later stage.

The Clerk also asked members if all street lights were working within the village to which members explained that street light A1024 seemed to be on 24 hours a day. The Clerk stated she would contact the relevant person to have that changed.

b) FINANCE 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 4th March 2020 was £18,334.74.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Mar)	£322.14
Jennie Blackburn	Clerk's Office Allowance / Expenses (Mar)	£38.39
Mike Burnett	Noticeboard Maintenance Expenses	£29.04
Greenscapes	Installation of Village Green Sign	£55.74

CFB IT Solutions	Laptop Maintenance	£60.00
Remember When UK	Telephone Box Refurb Balance	£1,693.00
Burlinghams	Telephone Box delivery following refurb	£318.00
SCC	Street Lighting	£56.19

It was AGREED: That payments totaling £2,572.50 be authorised and actioned by the Clerk.

d) **BANK RECONCILIATION**

It was AGREED: That the Bank Reconciliation be brought to the next meeting.

e) **INTERNAL AUDITOR 2019/20**

It was AGREED: That Trevor Brown CPFA (Local Council Financial Services & Internal Audit) be appointed as auditor for the purposes of the 2019/20 audit.

f) **EXTERNAL AUDIT ARRANGEMENTS 2019/20**

It was AGREED: That the same arrangements applied for external audit arrangements as last year, that the Parish Council did not need an external audit and therefore be classed as exempt.

GB119/19/20 – POLICIES AND PROCEDURES

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

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

b) **FINANCIAL REGULATIONS AND STANDING ORDERS**

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

GB120/19/20 - PLANNING APPLICATIONS

None had been received.

GB121/19/20 – PLANNING DECISIONS

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990 Proposal: Discharge of Conditions Application for DC/19/04166 - Condition 4 (Landscape Maintenance and Management) and Condition 12 (Access to be Surfaced in Bound Material) - Land Adjoining The Brambles, The Street, Great Bricett, Suffolk

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990 Proposal: Discharge of Conditions Application for DC/19/04165 - Condition 4 (Landscape Detail) and Condition 9 (HGV Construction Method Statement) - Land East of Brambles, The Street, Great Bricett, Suffolk

Cllr M Ford questioned how conditions on applications were enforced especially when work is already being carried out despite conditions being placed on particular planning applications.

Cllr Pratt explained that Highways had investigated the planning works adjacent The Brambles and stated that they had reported that the access to and from the site was safe.

GB122/19/20 – VILLAGE HALL/FLOOR

Cllr N Ford reported that following inspection of the floor it had been confirmed that a suspended floor would not be appropriate for the building due to there being no ventilation, therefore the way forward would be for a solid floor to be installed.

Quotes had been received and were in the region of £6,000 - £7,000 for the concrete floor to be laid plus another £6,000 for the flooring on the top.

Cllr Oakes stated that she would be able to contribute towards the costs using her locality budget funding.

Members felt that the Village Hall Management Committee needed to be informed of what progress had been made in relation to the floor and to be asked for a contribution from their funds for the proposed works. **Clerk to action.**

It was NOTED: That the gutters needed clearing, but ensure that this was carried out by not standing on the kitchen roof.

GB123/19/20 – WALL AT REAR OF HALL

Cllr Burnett reported that she had spoken with the neighbours of the hall, who shared the wall, who had stated that a fence to replace the wall would not be an option as their garden was lower than the hall's side.

It was therefore agreed with the neighbor for the wall to be repaired. A company/workmen needed to be sought and quotes obtained.

GB124/19/20 – NOTICEBOARDS

Cllr Burnett reported that the noticeboard further along The Street had been refurbished.

GB125/19/20 – TELEPHONE BOX

Cllr N Ford reported that the telephone box had been returned and was looking lovely. Some members of the Parish Council had attended to watch its delivery.

The tree above the kiosk needed pruning in order to protect the kiosk.

It was AGREED: That Cllr N Ford write a short piece on the telephone box for the Parish Magazine.
That the pruning of the tree be carried out.
That reconnection of the kiosk's power was not needed at this time.

GB126/19/20 – VAS MACHINE / STREET CALMING

The Clerk updated members on the VAS machine situation. She stated that it had been ordered and was awaiting a delivery date, which would be approximately 8-10 weeks.

GB127/19/20 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Delivery of kiosk caused issues amongst neighbours with a large lorry blocking the way for vehicles. Parish Council to inform neighbours in the future.
- Two large sandbags remain on The Green – ascertain their timescale
- No Parking sign on The Green had been installed.

GB128/19/20 – DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 12th May 2020 at 7pm.

The meeting finished at 8.40pm

Chairman: Dated: