



GREAT BRICETT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held online via Zoom, on **Tuesday, 4th May 2021 at 7.25pm.**

Present:

Councillors: S Burnett (Chairman)
R Morley (Vice-Chairman)
R Craddock
J Walsh
D Payne

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

GB06/21/22 – ELECTION OF CHAIR

Cllr Burnett declared the meeting open.

Cllr Morley proposed that Cllr Burnett be elected as Chair, which was seconded by Cllr Walsh. **Decision** – Cllr Burnett was duly elected Chair.

GB07/21/22 – 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.

GB08/21/22 – ELECTION OF VICE-CHAIR

Cllr Burnett proposed that Cllr R Morley be elected as Vice-Chair, which was seconded by Cllr Walsh. **Decision** – Cllr R Morley was duly elected Vice-Chair.

GB09/21/22 – TO RECEIVE APOLOGIES OF ABSENCE

None had been received.

GB10/21/22 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

GB11/21/22 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB12/21/22 - TO APPROVE THE MINUTES OF THE MEETING HELD ON TUESDAY, 9th MARCH 2021

It was AGREED: That the minutes of the meeting held on Tuesday, 9th March 2021 be approved as a true record and signed by the Chairman.

GB13/21/22 – TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES

SALC – All Cllrs
Village Hall - Cllr J Walsh
Wattisham - Cllr Burnett / Cllr Craddock

Wixfield Park - Cllr Craddock

GB14/21/22 – AUTHORISATION OF ANNUAL SUBSCRIPTIONS

It was AGREED: That the annual subscription of £207.95 be paid to the Suffolk Association of Local Councils in order to renew the Parish Council's membership.

GB15/21/22 – PUBLIC FORUM

No members of the public were present.

GB16/21/22 – TO RECEIVE THE POLICE REPORT

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

GB17/21/22 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR KAY OAKES

Cllr Oakes had nothing to report.

GB18/21/22 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DANIEL PRATT

Cllr Pratt reported that the planning application for 70 mobile homes adjacent Wixfield Park was to be taken to Planning Committee on 12th May 2021.

Cllr Morley stated that the new builds recently developed at land north of the B1078 had been done to a good standard and looked good. He reminded Cllr Pratt that the barn needed to be monitored to ensure something appropriate was made of it to which Cllr Pratt agreed that he would find out what the plan was for the barn.

GB19/21/22 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

CiL - The Clerk reported to Cllrs that £13,418.84 of CiL monies had been granted to the Parish Council. She explained what sort of things the money could be used for such as infrastructure and recreational projects. Members felt such projects as the village hall garden, resurfacing part of a problematic footpath, replacement stiles and the Community Woodland would all be appropriate projects.

Office Allowance – The Clerk reported that the suggested amount of office allowance paid to the Clerk (by SALC) had been increased in April 200 to £26 per month. The Parish Council were currently paying the Clerk £20 per month and the Clerk therefore asked for a rise due to rising costs of electricity, telephone and broadband.

It was AGREED: That the Office Allowance be raised to £26.00 per month and a back pay be awarded to the Clerk for the year April 2020 – April 2021.

Earmarked Funds – The Clerk reported that the Internal Auditor had suggested last year for the Parish Council to earmark funds in order to reduce its general reserves. The Parish Council planned to undertake the following projects which funds could be earmarked to:

Community Woodland / Pond
Telephone Kiosk Information Board / Electricity supply
Village Hall Projects

Quiet Lanes Initiative – The Clerk explained that she had been approached by neighbouring Parish Councils in order to ask whether members of the Parish Council agreed to the Quiet Lanes Initiative for Offton Road/Holly Lane as part of the lane was within the Parish of Great Bricett.

It was AGREED: That Great Bricett gave their approval of the application for Offton Road / Holly Lane to be considered as a 'Quiet Lane'.

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 26th April 2021 was £32,472.28.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Apr)	£330.18
Jennie Blackburn	Office Allowance/Exp (Apr)	£20.00
HMRC	PAYE (2020/21)	£14.40
Suffolk County Council	Street Lighting	£64.33
Business at CAS Ltd	Insurance Renewal for Village Hall	£447.06
The Community Heartbeat Trust	Defibrillator Replacement Battery	£223.20
The Community Heartbeat Trust	Defibrillator Replacement Pads	£105.60
Sue Burnett	Wildflower seeds	£41.40
ICO	Data Protection Renewal	£40.00
Earl Stonham Parish Council	Printer Ink Cartridges contribution	115.79
SALC	Annual Subscription	£207.95
Jennie Blackburn	Clerk's Pay (May)	£330.18
Jennie Blackburn	Clerk's Office Allowance/Exp (May)	£47.82
Jennie Blackburn	Clerk's Office Allowance (Backpay)	78.00

It was AGREED: That payments totaling £2,065.91 be authorised and actioned by the Clerk.

GB20/21/22 – PLANNING APPLICATIONS

None had been received.

GB21/21/22 – PLANNING DECISIONS

The following decisions were noted:

DC/20/05376 - Planning Application - Change of use of Public House (Sui Generis) to 1no. Dwelling (C3) and associated external alterations - Red Lion Inn, Greenstreet Green, Great Bricett – **REFUSED**

Ref: DC/21/00447 - Application for Outline Planning Permission (All Matters Reserved) - Erection of 2 No. Dwellings - Land Adjacent To Base Garage, Lower Farm Road, Great Bricett - **GRANTED**

GB22/21/22 – ROAD CLOSURE DISRUPTION TO 111 BUS ROUTE

Cllr Payne raised the continued problem of regular road closures which disrupted the 111 bus route. The bus was being subsidized by the County Council which seemed inappropriate to then continue closing the road causing chaos with the bus route.

Cllr Morley also reported that closures at Carters Lane and the back way to Stowmarket also closed recently, which meant that to get to the A14 was a long diversion. It felt like road closures weren't being connected to ensure one route was open at least, and closures were not being 'advertised' to inform residents of planned closures.

Cllr Oakes sympathised with the Cllrs complaints and informed members that she had written a strongly worded letter to the relevant people at Suffolk Highways and was waiting to hear back. A lot of the closures

were scheduled work by companies and they needed to inform resident of the closures and when they were due to happen.

GB23/21/22 – LOTTERY FUNDING BID

Cllr Burnett informed members that members of the Village Hall Management Committee (VHMC) had made an application for Lottery Funding for the Village Hall Garden Project and also the Community Woodland project and asked that Members were happy for the application to be a joint application.

It was AGREED: That the application be made a joint application between the Parish Council and the VHMC.

GB24/21/22 – GRASS CUTTING WITHIN THE PARISH

It was AGREED: That the Grass Cutting of the Churchyard and Village Green be continued by Naturally Wood.

GB25/21/22 – COMMUNITY WOODLAND

Cllr Burnett asked members if they would agree to a gate being installed at the entrance to the area to be turned into a Community Woodland. It would be 4ft wide and would be in the region of £150.

She added that the landowner would have a lease drawn up, with a peppercorn rent for the Parish Council to pay, in order to ensure everything was carried out correctly. The lease would also state what would happen to the woodland in future years to safeguard its future.

Cllr Burnett also suggested that residents could donate towards a tree for a loved one who had passed away to which members thought was a good idea.

It was AGREED: That a gate be purchased and installed.

GB26/21/22 – BOTTLE BANK

This had been achieved by Cllr Pratt following his involvement in the provision of two bottle bins at Wixfield Park.

GB27/21/22 – VILLAGE HALL

Cllr Walsh reported that the paint on the lower parts of the internal walls at the hall had started to peel and it had become apparent that they had been incorrectly painted a couple of years ago. Quotes were being sought to rectify the problem.

She reported that quotes were also being sought for the garden project. She explained that the ground needed to be leveled before any work could be carried out. It was also the plan for a shed for storage would be provided and also a BBQ. A repaint of the kitchen was also planned as was a new kitchen floor and fire door.

GB28/21/22 – VILLAGE GREEN

Cllr Burnett explained that the owner of No.1 The Green had approached her to ask permission from the Parish Council to round off part of The Green where it sloped down to his front door. He would neaten it and match it with the rest of The Green.

It was AGREED: That the resident of No1 have permission to carry out the above works.

GB29/21/22 – TELEPHONE BOX

There was nothing to report at the current time.

GB30/21/22 – TRAFFIC CALMING MEASURES

There was nothing to report at the current time.

GB/31/21/22 – ARMED FORCES DAY FLAG

Cllr Burnett informed members that the Armed Forces Day flag had seemed to of gone missing so a new one needed to be purchased.

It was AGREED: That a replacement Armed Forces Day flag be purchased.

GB32/21/22 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Purchase of a bench(s) for the Community Woodland in the future

GB33/21/22 – DATES OF 2021/22 MEETINGS

The following dates were approved:

- Tuesday, 13th July 2021
- Tuesday, 14th September 2021
- Tuesday, 9th November 2021
- Tuesday, 11th January 2022
- Tuesday, 17th March 2022

GB34/21/22 – DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 13th July 2021 at 7pm. It was noted that an Extraordinary Meeting needed to be held sometime in June in order to approve the end of year accounts. The Clerk would liaise with members as to a date.

The meeting finished at 9.10pm.

Chairman: Dated: