



GREAT BRICETT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Bricett
Tuesday, 9th September 2025 at 7pm.

Present:

Councillors: S Burnett (Chairman)
A Auchterlonie
S Tetlow
L Jefferson
R Morley

In Attendance J Blackburn – Clerk

GB51/25/26 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Parnell and Cllr Hamilton-Harris.

GB52/25/26 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

GB53/25/26 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB54/25/26 - TO APPROVE THE MINUTES OF THE MEETING HELD ON TUESDAY, 22nd JULY 2025

It was AGREED: That the minutes of the meeting held on Tuesday, 22nd July 2025 be approved as a true record and signed by the Chairman.

GB55/25/26 – PUBLIC FORUM

No members of the public were present.

GB56/25/26 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR KAY OAKES

Cllr Oakes' report had been received and circulated prior to the meeting and would be published on the village website.

GB57/25/26 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DAN PRATT

Cllr Pratts' report had been received and circulated prior to the meeting and would be published on the village website.

GB58/25/26 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk reported that she had received an email in relation to the streetlight. The Engineer at Highways had informed her that the light had been faulty and on inspection noted that it was failing and would not stop on. Therefore, the light needed to be replaced. He had quoted £2025.17 (exc VAT).

Members felt the quote was too much money for one streetlight and felt that cheaper alternatives could be explored.

Cllr Tetlow informed members that he knew someone he could ask for a quote. Members agreed. It was also agreed that approval of any quote received be done via email and ratified at a future meeting.

It was AGREED: That Cllr Tetlow seek a quote for a replacement streetlight. **Cllr Tetlow to action.**

That approval of a quote for the works be carried out via email.

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 4th September 2025 was £70,575.80.

c) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

CFB IT Solutions	Mailbox Hosting (Aug)	£7.20
CFB IT Solutions	Mailbox Hosting (Sept)	£7.20
NSK Landscapes	Mowing of Community Woodland	£449.28
MSDC	Bin Emptying 2025/26	£293.64
Jennie Blackburn	Clerk's Office Allowance/Exp (Sept)	£32.30

The Clerk reported the following payments to be ratified:-

Jennie Blackburn	Clerk's Pay (Aug)	£593.74
Jennie Blackburn	Clerk's Office Allowance/Exp (Aug)	£26.00
NSK Landscapes	Mowing of Community Woodland	£449.28
Barker Gotelee	Solicitor Fees (in part) for Land Purchase	£1,000.00

It was AGREED: That payments totaling £2,858.64 be authorised and actioned by the Clerk.

The following receipt had been received:

GB VHMC	Donation to Land Purchase	£10,000.00
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d) **BANK RECONCILIATION**

It was AGREED: That the Bank Reconciliation be deferred and brought to a future meeting.

e) **ANNUAL PAY AWARD - CLERK'S SALARY**

It was AGREED: That the annual pay award of 3.2% be approved and backdated to April 2025. **Clerk to action.**

f) **INSURANCE RENEWAL**

It was AGREED: That the Insurance Renewal premium of £393.32.

GB59/25/26 - PLANNING APPLICATIONS

None had been received.

GB60/25/26 – PLANNING DECISIONS

None had been received.

GB61/25/26 – REVIEW OF POLICIES

It was AGREED: That this item be deferred to the next meeting.

GB62/25/26 – DRAINAGE ISSUES – THE GREEN

Sewage and drainage issues had again arisen on The Green with foul smelling water discharging onto the road as well as flood water not draining correctly.

Cllr Auchterlonie stated that he would report the flood water issue on the Suffolk Report It tool. **Cllr Auchterlonie to action.**

Cllr Burnett raised the issue again with Cllr Oakes who confirmed that the flow of water was obstructed by tree roots beneath ground. One resident had had her whole system checked and approved.

Members felt that all residents needed to be reminded to empty their septic tanks to ensure blockages were not present.

It was AGREED: That the Clerk produce a letter for all residents of the Green. **Clerk to action.**

GB63/25/26 – PROVISION OF DEVELOPMENT / ACTION PLAN

It was AGREED: That this item be deferred to the next meeting.

GB64/25/26 – TWINNING OF VILLAGE

It was AGREED: That this item be deferred to the next meeting.

GB65/25/26 – VILLAGE FETE

It was AGREED: That this item be deferred to the next meeting.

GB66/25/26 – LAND PURCHASE / VILLAGE SURVEY

Cllr Burnett reported that £1,000 had been paid on account towards the legal fees for the purchase, which was ongoing.

She explained that she had been contacted to ask if the Parish Council wished for the ditch alongside the land to be cleared, to which members agreed that as they did not own the land at the current time this was something that would not be required.

Members agreed that as the land would be used, as already agreed with residents, for extra parking for Church and Village Hall events, a village survey would not be required.

GB67/25/26 – YELLOW LINES – JUNCTION OF THE STREET & POUND HILL

No update had been received. Clerk to liaise with Cllr Oakes.

GB68/25/26 - COMMUNITY WOODLAND

Cllr Burnett reported that the pond plants had not been successful. Advice received advised that they may have been planted too deep albeit instructions had been followed. The suggestion was to take them out and put them in a greenhouse to revive them.

GB69/25/26 - VILLAGE HALL

Cllr Auchterlonie reported that there was an issue with the guttering, which he would liaise with Arland Shawe-Taylor about. **Cllr Auchterlonie to action.**

GB70/25/26 - FOOTPATHS

Cllr Jefferson reported that all footpaths were passable. She explained that she had cleared a section of the bridle path of vegetation and was also slowly working around all the foot bridges to cut the vegetation back on those too.

GB71/25/26 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Ipswich Astronomy Society – Cllr Tetlow had purchased a telescope and would like to house it in the shed at the Community Woodland, for the use of members of the public to view the moon/stars. He would put a sign with the telescope – *Use at your own risk*
- Action Plan – Clerk to provide
- Large Tree growing on the Land being purchased
- Speed Indicator Device – Possible purchase of a second – Next Agenda
- Planning Application for Units on Business Park – Expired
- Dog Fouling Complaints – flags and provision of Bags
- Tree on The Green – affecting residents power lines
- Training Session attended by the Clerk and Cllr Burnett – gov.uk domain – Next Agenda

GB72/25/26 – DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 11TH November 2025 at 7pm.

The meeting finished at 8.47pm

Chairman: Dated: