



GREAT BRICETT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Bricett
Tuesday, 11th November 2025 at 7pm.

Present:

Councillors: S Burnett (Chairman)
A Auchterlonie
S Tetlow
L Jefferson
K Hamilton-Harris

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

GB73/25/26 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Morley and Cllr Parnell, which were approved.

GB74/25/26 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

GB75/25/26 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB76/25/26 - TO APPROVE THE MINUTES OF THE MEETING HELD ON TUESDAY, 8TH SEPTEMBER 2025

It was AGREED: That the minutes of the meeting held on Tuesday, 8th September 2025 be approved as a true record and signed by the Chairman.

GB77/25/26 – PUBLIC FORUM

There were eleven members of the public present.

No issues were raised.

GB78/25/26 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR KAY OAKES

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

She had nothing further to report.

GB79/25/26 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DAN PRATT

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

He had nothing further to report.

GB80/25/26 – BUSINESS PARK PRESENTATION

Mr Russell Barnes, Architect, and Mrs Danielle Gooderham, Daughter of the Owner, were present at the meeting and had provided proposed plans of the site prior to the meeting.

Mr Barnes gave a brief overview of what was proposed for the Business Park and made the following points:

- Reduction on houses from previous planning applications – 45 in total
- Biodiversity and retention of trees were the main aims
- Housing would comprise of various sizes and would include housing association units
- Road systems had been investigated and had been designed accordingly
- The current units on the site would be demolished so residential use across the whole site

Residents present at the meeting expressed their concerns over the current site / units and the noise pollution that was present being a constant issue, with noise being created at all hours of the night and day.

Mrs Gooderham explained that her family was unaware of the noise issue and would be happy to be contacted in order to further monitor the site. She explained that in the contracts of the tenants it stated that noise was to be kept between the hours of 8am and 5pm. They did however have 24 hour access to their units.

Mr Barnes explained that he and the owners were very keen to gather views and wishes of residents as to what the development contained.

Residents stated that they thought 45 houses were too many for such a small village that did not have any infrastructure with the nearest school being full and the nearest doctor's surgery being very busy for all the patients that were registered there.

They explained that a shop on the site would be a positive addition.

In summary, the residents concerns included the following:

- No shop or amenities in the village
- Extra traffic that 45 houses would bring – roads would not cope
- No infrastructure
- Sewage issues would worsen
- No pathways through the village for pedestrian use

Cllr Hamilton-Harris asked Mr Barnes what research had been undertaken prior to the plans being put together, to which he replied that many discussions had taken place with the local authority in order to understand the need for housing and the economic growth.

The Parish Council thanked Mr Barnes for his presentation and would see what application would be submitted in due course.

GB81/25/26 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk had nothing to report other than what was on the Agenda.

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 29th October 2025 was £75,190.76.

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

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Nov)	£470.81
Jennie Blackburn	Clerk's Office Allowance/Exp (Nov)	£39.79
Suffolk Cloud	Website Hosting	£120.00
CFB IT Solutions	Mailbox Hosting (Oct)	£7.20
CFB IT Solutions	Mailbox Hosting (Nov)	£7.20
SALC	Payroll Service for 6 months	£54.00
M Burnett	Flag replacement	£6.50
M Burnett	Padlock reimbursement	£21.99

The Clerk reported the following payments to be ratified:-

Jennie Blackburn	Clerk's Pay (Oct)	£470.81
Jennie Blackburn	Clerk's Office Allowance/Exp (Oct)	£26.00
Jennie Blackburn	Poppy Wreath Reimbursement	£19.99
HMRC	PAYE to end 5th Oct	£89.84
Steve Tetlow	Clean Up After Your Dog signs	£22.36

It was AGREED: That payments totaling £1,356.49 be authorised and actioned by the Clerk.

The following receipt had been received:

MSDC	Precept - 2nd instalment	£6,188.00
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d) **BANK RECONCILIATION**

It was AGREED: That the Bank Reconciliation be approved.

e) **BUDGET MONITORING REPORT**

It was AGREED: That the Budget Monitoring Report be approved.

f) **DRAFT BUDGET 2026/27**

It was AGREED: That the Draft Budget for 2026/27 be approved.

GB82/25/26 – DOMAIN FOR WEBSITE AND CLERK'S EMAIL ADDRESS

Following on from the previous meeting where a gov.uk domain for the website be further explored, the Clerk reported that the cost for the new domain, with Suffolk.Cloud, would be free for the first year, then £30 per year. That included an email address for the Clerk.

The cost would rise to £60 per year if email addresses were required for all Councillors.

Members agreed that at the present time the domain be changed to a gov.uk domain and an email for the Clerk be provided.

It was AGREED: That a gov.uk domain for the website and Clerk's email address be arranged. **Clerk to action.**

GB83/25/26 - PLANNING APPLICATIONS

None had been received.

GB84/25/26 – PLANNING DECISIONS

It was noted that the following planning decision had been received:

Ref: DC/25/04013 - Householder Application - Erection of a single storey side extension - Brook Cottage, The Street, Great Bricett - **Granted**

GB85/25/26 – ACTION DOCUMENTS

The Actions document was reviewed.

GB86/25/26 - REVIEW OF POLICIES

Cllr Hamilton-Harris asked members and the Clerk if there was a list of policies that were required for all Parish Councils to adopt.

The Clerk explained that which policies individual Parish Councils adopted was purely down to those individual Councils, what they had by way of assets, or what activities they provided. For example, if a Parish Council owned a Village Hall that had activities for young children, a Safeguarding Policy would be required.

She stated that the main policies required, for audit purposes, was a Document Retention Policy, a Data Protection Policy and a Publication Scheme, all of which the Parish Council had in place.

The Clerk also explained that along with arranging the gov.uk domain for the website and Clerk's email address, as discussed earlier in the meeting, the Parish Council would need to adopt an IT Policy.

GB87/25/26 – STREETLIGHT REPLACEMENT

Cllr Auchterlonie reported that the sole street light in the village, on the corner of The Green, had now failed.

Members discussed the quote given by the County Council to replace the light unit which had included an LED bulb, which whilst being efficient was harmful to wildlife. The quote being £2,500.

Cllr Tetlow reported that following the previous meeting he had liaised with an engineer to gain another quote and advice, but unfortunately he was informed that the engineer would be unable to touch the electricity supply, to switch it off, to change the unit and bulb.

Members discussed whether there was a need to have the streetlight working as they felt it was such a large amount of money for so few people who would benefit from the light.

It was AGREED: That the streetlight would be left unrepairs.

GB88/25/26 – PURCHASE OF SID

Members reviewed whether there was a need for another Speed Indicator Device (SID) in the village when the position with the current SID was working so well.

It was AGREED: To not purchase another SID at this time.

GB89/25/26 – SPEEDING ON B1078

Cllr Burnett reported that she had received reports of speeding and three accidents along the B1078 past the entrance to the village with the resident asking the Parish Council if anything could be done.

Cllr Oakes reported that unfortunately there was a criteria that had to be met in order for speed limit reductions to be considered and that stretch of road did not meet the criteria.

GB90/25/26 - TWINNING OF VILLAGE

Cllr Hamilton-Harris reported that she had read the Great Bricett book with great interest and felt that with all the history surrounding the village which included the historical name change of the church Twinning should be considered.

She explained that she would be happy to research further into the process and benefits and would report back to a future meeting with her findings.

GB91/25/26 – VILLAGE FETE

Cllr Hamilton-Harris asked about having a Fete in the village, to which members stated that Fetes had been held in the past but would more likely be organised by the Village Hall Management Committee.

GB92/25/26 – DRAINAGE ISSUES – THE GREEN

It was noted that the understanding was that the drainage issues were being investigated by engineers.

Members also felt that the letter approved at the previous meeting, which would issue a gentle reminder for residents of The Green to check their systems in accordance with the 2015 Binding Rules, should be sent. **Cllr Burnett to action.**

GB93/25/26 - LAND PURCHASE

Cllr Burnett updated members in relation to the land purchase. She stated that the solicitors had informed her and the Clerk that the cost would be an additional £750 - £1,000.

It was AGREED: That the process continue with the extra costs of up to £1,000 be approved.

GB94/25/26 – YELLOW LINES

It was noted that an invoice had been received by the Clerk from the County Council for the contribution of £3,000 towards the works, which was approved at a previous meeting.

It was confirmed with Cllr Oakes that the £3,000 should be paid following the works completion.

GB95/25/26 - COMMUNITY WOODLAND

Cllr Burnett reported that the wild flower had been raked off, trees would be planted in December and an owl box would be installed.

GB96/25/26 – VILLAGE HALL UPDATE

Cllr Burnett reported that she had received the following from Arland Shawe-Taylor re the Hall:

- The gutter leak had not yet been fixed, but had not been forgotten

Cllr Auchterlonie explained that the gutter would be looked at once the last leaves had fallen.

- The fire risk had been revisited which had resulted in some new signs, which would also include a new illuminated one installed over the exit door to the toilets
- A review of food hygiene had resulted in additional aprons, gloves, notices etc being purchased
- Following audibility difficulties at the Quiz Night during the recent power cuts the Village Hall Management Committee (VHMC) were looking into having a professional report carried out on the interior noise levels which included options to improve

She added that the VHMC felt that the checklist recently sent to them, which used to be completed and given to the Parish Council on a regular basis, was no longer required and they felt they did not need to report to the Parish Council.

Cllr Burnett also stated that she had been sent the Lease, for information, which all members should read.

GB97/25/26 - FOOTPATHS

Cllr Jefferson reported that she had trimmed back a couple of the footbridges and part of the bridle path.

GB97/25/26 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Wixfield Park watercourses/pollution still being investigated
- Blocked drain on The Street was reported on the Highways Tool with Highways attending and sweeping the road, which did not rectify the issue – would report again
- Donation to Citizens Advice Bureau – next Agenda
- Cllr Jefferson informed members she would be stepping down with her last meeting being March 2026

GB98/25/26 – DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 13TH January 2026 at 7pm.

The meeting finished at 9.09pm

Chairman: Dated: