



BRAMFORD PARISH COUNCIL



Bramford Parish Council, The Parish Room, Ship Lane, Bramford, Suffolk, IP8 4AN
Clerk: Jane Every. Tel: 01473 852464 e-mail: bramfordparishcouncil@btinternet.com

The Parish Councillors of BRAMFORD PARISH COUNCIL are summoned to attend the Annual Parish Meeting, to be held on 15th May 2023 commencing at 7.30pm at the Parish Room, Ship Lane, to transact the business as set out in the agenda below:

Public Attendance

Members of the public and press are welcome to join the meeting. The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Anyone who wishes to do so must speak with the Clerk 24 hours prior to the meeting. The minutes will be published on the website and all public documents associated with this agenda will be available. Members of the public will be invited to give their views/questions to the Parish Council on agenda issues or raise issues for consideration or including at future meetings.

AGENDA

1.	To elect a Chairman of the Council and to receive the Chairman's declaration of acceptance of office.						
2.	To elect a Vice-Chairman of the Council						
3.	To confirm continuation of appointment of the Clerk to the Council as the Responsible Financial Officer.						
4.	To receive and consider apologies for absences						
5.	To receive members declarations of pecuniary and non-pecuniary interest.						
6.	To consider any requests for dispensations received						
7.	To note the minutes of the Parish Council meeting of 17 th April 2023 and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting						
8.	Public Forum: Councillors to receive questions from the public with regards to items on the agenda.						
9.	To note any updates on the Action Plan and agree any further actions.						
10.	To note summary of correspondence received before the meeting and consider any action.						
11.	Statutory Business: 1. Councillors to confirm the appointment of Parish Councillors on the following Committee: <table border="1" data-bbox="363 1787 1385 1921"><thead><tr><th>Group</th><th>Lead</th><th>Members</th></tr></thead><tbody><tr><td>HR Committee</td><td>Cllr C Reeve</td><td>Cllr I Dicker Cllr A Haigh</td></tr></tbody></table>	Group	Lead	Members	HR Committee	Cllr C Reeve	Cllr I Dicker Cllr A Haigh
Group	Lead	Members					
HR Committee	Cllr C Reeve	Cllr I Dicker Cllr A Haigh					

2. Councillors to confirm the appointment of Parish Council Representatives on the following Bodies :

Allotment Officer	Cllr Gardner
Bramford Open Spaces representative	Cllr Dicker
Communication Officer	Cllr Coulson
Eustace Broke Loraine Education Trust	Cllr Reeve
Footpath Officer	Cllr Ranson
Loraine Victory Hall representative	Cllr Wolton
Playingfield Committee representative	Cllr Gardner
Tree Officer	Cllr Dicker

3. To review the Standing orders and confirm acceptance.

4. To review the Financial Regulations and confirm acceptance.

5. Councillors to review the Council's expenditure incurred under 1.37a. of the Local Government Act 1972. – for Grant funding.

6. Councillors to approve the meeting timetable for 2023-24.

7. To review and approve updated Model Code of Conduct Policy 2020

8. To agree to sign up to the NALC and SLCC Civility and Respect Pledge and agree to the definitions statement.

9.. To discuss and agree effectiveness of Auditors Heelis & Lodge as Internal Auditor.

12. Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:

DC/23/00234 - Discharge of Conditions Application for DC/18/00233 - Condition 21 (Landscape and Ecological Management Plan), Condition 22 (Biodiversity Enhancement Strategy), Condition 24 (Fire Hydrants) and Condition 32 (Sustainable Urban Drainage System) Location: Land East Of The Street And Loraine Way , Bramford, Ipswich, IP8 4NS – **APPROVED.**

DC-23-00537 - Full Application - Erection of fishery storage/office building Suffolk Water Park, Loraine Way, Bramford, Suffolk – **APPROVED.**

DC/23/00805 - Householder Application - Erection of front detached open carport on concrete base. Glendarroch, Whitton Leyer, Bramford, Ipswich Suffolk IP8 4BD – **APPROVED.**

DC/23/01841 - Application for a Non-material amendment relating to DC/19/03008 amended under DC/22/05586 - Amendment to site layout plan and associated elevations and block plans Location: Land To The South Of, Bullen Lane, Bramford, Ipswich Suffolk IP8 4JD – **APPROVED.**

13.	<p>To consider and agree Council comments on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body):</p> <p>DC/23/01711 - Full Planning Application - Creation of screening bund (retention of). Location: Land At Brook Farm, North Of Burstall, Ipswich, Suffolk IP8 3GQ – DEADLINE 26TH MAY 2023.</p> <p>DC/23/02118 - Planning Application - Installation of renewable led energy generating station comprising ground-mounted photovoltaic solar arrays and battery-based electricity storage containers together with substation, inverter/transformer stations, site accesses, internal access tracks, security measures, access gates, other ancillary infrastructure, landscaping and biodiversity enhancements including Nature Areas ('Free Go' application following refusal of MSDC Ref: DC/20/05895). Location: Land To The South Of Church Farm, Somersham IP8 4PN And Land To The East Of The Channel, Burstall IP8 4JL, In Suffolk, - DEADLINE 31ST MAY 2023.</p>
14.	<p>Finance: All relevant papers provided:</p> <ol style="list-style-type: none"> 1. To receive the May 2023 finance reports and agree that delegated authority be given to the Chairman to sign these outside of the meeting: <ul style="list-style-type: none"> • Bank Reconciliation 2. To authorise May payments (DD,SO and Cheques) 3. To approve the Statement of Account for Year ending 31st March 2023. 4. To approve the AGAR annual return figures for the year ending 31st March 2023 with explanation of variances, with Annual Governance Statement (section 1) and The Accounting Statements (Section 2). 5. To approve the Statement of Account for Bramford Parish Council for the year ending 31st March 2023 with Explanation of Variances. 6. To approve the Statement of Reserves for the year ending 31st March 2023 7. To approve the Asset Register for the year ending 31st March 2023. 8. To approve the Neighbourhood CIL Expenditure Report for 2022-23. 9. To discuss and agree quotes for Loraine Victory Hall fencing and Heating. 10. " Traffic Regulation Order (TRO) for Yellow Lines in Bramford" Suffolk Highways - To discuss and agree design forecast quote for the following : <ol style="list-style-type: none"> i. Professional services fixed price of £17,025.29 (inc of VAT) payable before works. ii. Construction Estimate between £7,120-£8,700 (inc of VAT) . note: fixed construction quote provided following completion of all professional services.
15.	<p>Date of next meeting: Members are asked to note that the next Parish Council meeting is scheduled for 19th June 2023 @ 7.00pm at the Parish Room, Ship Lane, Bramford.</p>

Jane Every,
Parish Clerk & RFO, Bramford Parish Council