

BRAMFORD PARISH COUNCIL
MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON MONDAY 16th November 2020
VIDECONFERENCE

Present (by video): Cllr M Brand, I Dicker, Cllr A Haigh, Cllr J Gardiner, Cllr P Kingham Cllr L Powell , C Reeve, Cllr C Wolton, Claire Pizzey (Clerk), District Councillor James Caston, County Councillor John Field and 10 members of the public

1.	To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act 1972: Cllr C Ranson. The members noted the apology.
2.	To receive member's declarations of pecuniary and non-pecuniary interest: None received.
3.	To consider any requests for dispensations received: None received.
4.	To note the minutes of the Parish Council meeting of the 19th October (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting: Cllrs voted to approve the minutes of October 19 th 2020 and delegated authority is given to the Chairman to sign outside of the meeting.
5.	To fill the casual vacancies for a Parish Councillor by co-option: The Clerk reported that two nominations had been received from Claire Reeve and Ian Bicker to join the Parish Council. Cllr Brand proposed that Claire Reeve was co-opted onto the Council. Cllr Haigh seconded and all agreed. Cllr Wolton proposed that Ian Bicker was co-opted onto the Council. Cllr Gardiner seconded and all agreed. Delegated authority to sign the declaration form outside of the meeting was given.
6.	The Chairman to present Bramford Village to the representatives of CANO and EDF: The Chairman presented a brief introduction on the land being proposed for the Tye Solar Farm project.
7.	A presentation was made to the Members of the Council and residents joining the meeting from representatives of CANDO and EDF in relation to the Tye Solar Farm: The representatives made a presentation of the Solar Farm to the members of the Council to give them a better understanding of the project.
8.	Public Forum: A resident reported that he had done some research on power enterprises in the

	area and had established there were three separate projects. It was agreed to send this information to the Chairman.
9.	<p>To receive report from County Councillor John Field: Members confirmed receipt of the report prior to the meeting. County Councillor John Fields presented his report in brief to the members and highlighted:-</p> <ul style="list-style-type: none"> • Proposal to lower residential area speed limits to 20 mph across Suffolk • Covid-19 impact on County Budget • Keeping up to date on Covid-19 across Suffolk • Home but not alone phone line <p>To receive a report form and District Councillor James Caston: Members confirmed receipt of the report prior to the meeting. District Councillor James Caston presented his report in brief to the members. And highlighted:-</p> <ul style="list-style-type: none"> • Bio-Diversity Action Plan has been approved. This is a key step towards protecting and enhancing the environment. • The Joint Local Plan has been approved at a MSDC meeting and the consultation will run from 12 November to the 24 December 2020. • Babergh and Mid Suffolk District Councils are carrying out a consultation in relation to proposed revised Community Infrastructure Levy (CIL) charging rates. • Locality grants still available for this year.
10.	<p>To note any updates on the Action Plan and agree any actions: The members noted the action log. Appendix A. The Clerk reported that she had received a response from the MSDC Grant Team and they advised that there is currently £194,648.30 of S106 monies available from planning application 2896/15 which can be put towards the HQ windows and toilets projects.</p>
11.	<p>To agree a budget of up to £1,500 to instruct Birketts Solicitors to go ahead with the purchase of the land at Bramford Bridge: Cllrs voted to agree a budget of £1,500 to instruct Birketts to go ahead with the purchase of the land at Bramford Bridge.</p>
12.	<p>To agree a budget of up to £300 to instruct Birketts Solicitors to draw up an agreement for the rent of the cemetery field: Cllrs voted to agree a budget of up to £300 to instruct Birketts to draw up an agreement for the rent of the cemetery field. An agenda item for December to agree the</p>

	content of the agreement.																																		
13.	To consider and agree any action for the painting of the painting of the bridge parapets: The members confirmed receipt of the document from Suffolk Highway. Cllrs agreed to get quotes for painting the bridge parapets.																																		
14.	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): 1. DC/20/04709: Planning permission without compliance of Condition(s): Application under section 73 of The Town and County Planning Act – Variation of Condition 2 (Listing of Approved Plans and Documents) and condition 5 (Retention of passing space and visibility splay) of planning permission 02517/15 (Erection of 2 no. two storey detached dwellings (with basement) with integral garages (revised scheme to 0649/06) to allow relocation of passing space. Location Land at, Hillcrest Approach, Bramford: The members discussed the application. Cllr James Caston agreed to contact the planning Officer for more clarity on the application.																																		
15.	To receive an update on the Christmas Tree Event: The Chairman reported that the Christmas tree will be delivered on Monday 30 November and there has been some good responses from sponsors for the event.																																		
16.	Finance: 1. The Council confirmed receipt of the finance report for October 2020 prior to the meeting including, Bank reconciliation, Budget to Actual and Receipts and Payments since the last meeting. No questions or comments were made. It was agreed that the financial reports are accepted and agreed that the delegated authority be given to the Chair to sign the reports outside of the meeting. 2. All Councillors confirmed receipt of supporting invoices and documents and resolved to approve and authorise the following payments <table><tr><th>Expenditure</th><th colspan="2">Cheque / BACS / SO</th><th>Net £</th><th>VAT £</th><th>Total £</th></tr><tr><td rowspan="2">Wages</td><td>SO</td><td rowspan="2">D Stroh</td><td>977.81</td><td></td><td>977.81</td></tr><tr><td>CHQ</td><td>421.69</td><td></td><td>421.69</td></tr><tr><td>Water</td><td>CHQ</td><td>Wave</td><td>143.07</td><td></td><td>143.07</td></tr><tr><td>Maintenance</td><td>CHQ</td><td>Nosegay</td><td>300.00</td><td></td><td>300.00</td></tr><tr><td>Maintenance</td><td>CHQ</td><td>Nosegay</td><td>300.00</td><td></td><td>300.00</td></tr></table>	Expenditure	Cheque / BACS / SO		Net £	VAT £	Total £	Wages	SO	D Stroh	977.81		977.81	CHQ	421.69		421.69	Water	CHQ	Wave	143.07		143.07	Maintenance	CHQ	Nosegay	300.00		300.00	Maintenance	CHQ	Nosegay	300.00		300.00
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	Professional Services	CHQ	MAD-HR	5,774.48	1,154.90	6,929.38
	Professional Services	CHQ	Birketts Solicitors	1,095.00	219.00	1,314.00
	Locum Clerk	CHQ	C Pizzey	368.50		368.50
	Community Events	CHQ	L Powell	114.73		114.73
	Stamps	CHQ	C Walton	7.80		7.80
	Street Cleaning	CHQ	M Sillet	380.48		380.48
	Street Cleaning	CHQ	G Sillet	156.00		156.00
	Audit	CHQ	PKF Little John	300.00	60.00	360.00
				10,959.56	1,433.90	11,793.46
	<p>3. The members accepted the external audit noting that there was one other matter which came to their attention requiring the issuing of a separate additional issue arising report. The smaller authority has not provided:</p> <p>An adequate explanation for the variance between the prior and current year values in Boxes 3, 4 and 6 of Section 2 and the AGAR was not accurately completed before submission for review. The AGAR had to be sent back for amendment.</p> <p>4. The members noted that confirmation in accordance with legislation that the Locum Clerk has advertised the conclusion of the audit for the year ending March 2020</p> <p>5. To agree a grant donation of £4,750 towards the Car Park Improvements for Bramford Open Spaces: Cllrs voted to make a grant donation of £4,750 towards the car park improvement for Bramford Open Spaces.</p>					
17.	To agree the adoption of the Social Media Policy: The members confirmed receipt of the document and resolved to adopt the Social Media Policy.					
18.	<p>Reports from Committees and Relevant groups</p> <p>1. Bramford Playing Field: Cllr Gardiner reported that the fire door is being fitted this week using the money provided by the MSDC locality budget.</p> <p>2. Loraine Victory Hall: Nothing to report.</p> <p>3. Bramford Open Spaces: Cllr Brand reported that work has been completed on one of the kissing gates to allow for the provisions of a mobility scooter.</p> <p>4. Bramford C of E VC Primary School: Cllr Wolton reported that the school have started to use the new building and there is a leak in the roof of the main school.</p> <p>5. Councillors' Reports: Nothing to report.</p>					
19.	Correspondence					

	<ol style="list-style-type: none"> 1. To note correspondence from Hopkins Homes regarding a donation: It was agreed that quotes need to be sought to carry out the work to the phone box for which the donation was made. 2. To note correspondence from residents regarding the speed of traffic through High Street: It was agreed to move the VAS signs from Paper Mill Lane to the High Street.
20.	<p>Date of next meeting: Members are asked to note that the next Parish Council meeting is scheduled for 21st December 2020 via zoom commencing at 7.30pm</p> <p>Cllr Fields reported that he had been approached by residents on parking issues at the approach from Flindell Drive to Acton Road. It was agreed to approach the Company as a first instance and to make enquires with Suffolk Highways on the type of bollards that would be made available.</p> <p>Quiet Lanes to be included at the December meeting.</p>
21.	The Council resolved that under section 100(4) of the Local Government Act 1972 the public be excluded from the meeting for item 22 on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.
22.	Councillors to receive updates on confidential matters: All matters relating to this item are recorded within separate confidential minutes.
	Close of meeting: The meeting closed at 21.33

Appendix A

PC Date	Action	Owner	Comment
17.02.20	HQ Windows	Clerk	Cllrs Powell & Wolton are obtaining quotes for the replacement windows. Cllr Wolton has submitted the pre-application to MSDC Heritage Team.
	HQ Toilets	Clerk	A verbal update was given to the members following information received.
	Register of land on B1113 near Willowbrook	Clerk	
16.03.20	Purchase of land adj to the Ship Lane river bridge	Clerk	Agenda item 11.

16.03.20	Ship Lane River Bridge - repainting of railings	Clerk	Agenda item 13.
	Removal of soil at cemetery	Cllr Wolton	This would be looked at in January 2021
16.03.20	Maintenance of cemetery field	Clerk	Agenda item 12.
16.03.20	Neighbourhood Plan Flyers	Clerk	A budget of £150 had been agreed for the purchase of flyers. This would be readdressed in 2021.
13.07.20	Cock PH application for Community Asset	Clerk	The Clerk reported that she had started to complete the form.
21.09.20	CIL Presentation	D Cllr Cason	Awaiting a date for the workshop.
19.10.20	Social Media Policy	Clerk	Agenda item 17.
19.10.20	Terms of Reference Lawn Cemetery	Clerk	
19.10.20	Work to path at Cemetery		Awaiting Contractor to confirm date.
19.10.20	Fallen Tree		Work has been completed.