

BRAMFORD PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 19th JULY 2021 AT LORAIN VICTORY HALL, SHIP LANE, BRAMFORD

Present : Cllr M Brand, Cllr S Coulson, Cllr I Dicker, Cllr A Haigh, Cllr J Gardiner, Cllr P Kingham, Cllr L Powell, Cllr C Ranson, Cllr C Wolton, Jane Every (Clerk), and 5 members of the public.

AGENDA

1.	To receive and consider apologies for absences. <i>Cllr J Tunaley, Cllr C Reeve, County Cllr C Chambers and District Cllr J Caston - Councillors noted the apologies.</i>
2.	To receive members declarations of pecuniary and non-pecuniary interest. <i>Cllr Wolton as Chair of LVH declared interest.</i>
3.	To consider any requests for dispensations received. <i>None received.</i>
4.	To note the minutes of the Parish Council meeting of 21 st June 2021 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting. <i>1. All Councillors confirmed receipt of the Minutes. Cllr Wolton proposed to accept the Minutes of Parish Council Meeting of 21st June 2021 as a true record of the meeting and decisions made and that delegated authority is given to the Chair to sign the minutes outside of the meeting, seconded by Cllr J Gardner with all in favour.</i>
5.	<p>Public Forum: Councillors to receive questions from the public with regards to items on the agenda.</p> <p><i>Resident discussed planning application DC/21/02538 (21 Acton Close IP8 4ER) which was recorded as rejected by members at meeting 21st June 2021 – regarding drop kerb, he spoke of hoping for an explanation on what the decision was based on, commenting that he was attempting to free up space for the public. Cllr Powell commented it related primarily to the access, that no clarity about who owns the land had been given at this point, as soon as that information was available, members would be in better position to comment. The residents commented its owned between MSDC and Suffolk Highways, is applying for an easement, there appears to be some confusion as to ownership. There is a dispute ongoing between them. Discussion between members and resident covered detail on the parking spaces.</i></p> <p><i>Cllr Wolton commented that deadline has passed, but it can go to appeal - Chair Powell advised if residents could send all the comments raised today by residents to Clerk, members will respond having heard what was said this evening. Chair Powell clarified that it will then come back to meeting in planning again for further consideration. He thanked residents for coming to meeting to discuss.</i></p> <p><i>PC Mike Small– introduced himself as Community Officer for the village and will plan to attend the September Parish Meeting – if there any issues that require discussion, would be a good time to cover any issues. Clerk will send Agenda to PC Small. PC Small mentioned his contact is on the website, his epaulette number is 710.</i></p> <p><i>Cllr Wolton mentioned the vandalism with the toilets at BOS to PC Small and asked he was aware. He confirmed he was.</i></p> <p><i>Resident – discussed in 2019 MSDC were going to make a compulsory purchase of Fisons Site – asked if this has happened, if not why not? Cllr Powell said he was not aware, that as far as he was aware it was</i></p>

	<p><i>still in negotiations. Cllr Wolton discussed some details that have been communicated to her. He also mentioned the issues with the pathways and danger to public on the roads. Chair Powell responded that members are aware of the issues, which are being collated to pass on to the District and County Cllrs. Members discussed issues. Chair Powell suggested that posting on the Suffolk Highways website, and MSDC, resident commented he was not aware of this. It was also mentioned link is on the website.</i></p> <p><i>Resident – discussed issues regarding Cemetery of which members were already aware – He explained where his mother’s ashes are buried, was in poor state. He feels there is little being done to rectify the area. Chair Powell suggested it would be good idea to wait until we come to Agenda item 10 covering Cemetery matters, as his issue is on the Agenda.</i></p> <p><i>Chair Powell acknowledged that members acknowledge his concerns having received his letter, his complaint will be followed with due diligence. He suggested a separate members meeting will be held to further discuss solution. Regarding the maintenance of the grave area there is little that can be done other than tidy this in the meantime. Regarding possibility of moving his mother’s grave Chair Powell commented this would need to be discussed further, asking if his suggestion of relocating ashes was acceptable, and whether he had consulted his family. Resident said he hadn’t as yet discussed this with the family. Members asked various questions of resident, and made some suggestions. Members discussed with resident the complaints procedure, the resident further commented his initial issues with previous Clerk and Co op funeral directors, who did not respond to any of his concerns then. Cllr Wolton covered some details and considerations regarding resident’s request, and the complaints process.</i></p> <p><i>Chair Powell confirmed there would be a separate meeting to discuss the matter further. It was suggested by Chair Powell whether the resident could cost the expenditure meantime relating to the solution discussed. Cllr Wolton mentioned this would have to be in September due to summer breaks. It was confirmed that Clerk would contact him with date.</i></p> <p><i>The resident</i> – covered another issues with paths – Cllr Powell also advised posting on the Suffolk Highways portal as more people that action this the better impact it has.</p> <p><i>Resident– discussed her call to the Clerk regarding Cemetery issue of maintenance of grass, trees and ornaments. Chair Powell asked if the solution for her is to level the grave plot – Cllr Wolton covered that she had visited the grave to investigate. It was confirmed that there will be some work carried out that should improve the area, acknowledged members were aware of the problems, and that autumn will be the time when works should be carried out now notice has been given. Regarding the ornaments - Cllr Wolton reported she has undertaken some clearing of ornaments etc, that whilst members respectfully acknowledge the sensitivity of such matters, if not claimed they will be removed permanently. Cllr Wolton reassured the resident there has been some improvement there already, asked she might like to visit to see the progress, but that it takes time to organise the works, she responded she would. Chair Powell assured resident that she will be kept informed of when maintenance is carried out. Resident thanked members.</i></p>
6.	<p>To receive reports from:</p> <ol style="list-style-type: none"> 1. County Councillor Chris Chambers - <i>Did not attend meeting</i> 2. District Councillor James Caston – <i>Report received – Did not attend meeting.</i>
7.	<p>To note any updates on the Action Plan and agree any further actions.</p> <p><i>Members noted the Action lodge - See attached.</i></p>
8.	<p>To discuss and agree to adopt new Grant Awarding Policy.</p> <p><i>Chair Powell discussed draft and that he considered this to be required in future, and should be posted on the website. Cllr Wolton proposed to adopt Policy, with Cllr Ranson seconded.</i></p>

9.	To discuss and agree to adopt new Dignity at Work/Anti Harassment & Bullying Policy. <i>Chair Powell proposed to adopt Policy, Cllr Kingham seconded.</i>
10.	<p>To discuss various Cemetery Issues including :</p> <ol style="list-style-type: none"> I. Complaint received from resident – regarding Mother’s grave – following meeting, to seek solution. – <i>This was discussed in the public forum.</i> II. Complaint received from resident regarding issues with mowing and levels of grass. – <i>this was discussed in the public forum.</i> III. <i>Various quotes to be discussed and agreed for works:</i> <i>Cllr Wolton covered that only two quotes received –</i> <ul style="list-style-type: none"> • <i>TLT Painting and Decorating @ £803.00 (as mentioned in finance section).</i> • <i>James Stewart Gardening Services – Per day @ £120 plus materials for timber works.</i> <i>Chair Powell commented it has been difficult to get quotes, as this has become a clear issue, therefore these should be accepted in order to expedite works. TLT Quote was proposed to accept by Cllr Coulson with Cllr Ranson seconded/ James Stewart Gardening Service was proposed to accept by Cllr Gardner, Cllr Dicker seconded.</i> <p><i>Members discussed various matters regarding the Cemetery including the quarterly budget review.</i></p>
11.	<p>Planning Decisions: to note the following determinations made by MSDC:</p> <ol style="list-style-type: none"> 1. DC/21/ 02258– Discharge of Conditions Application for DC/19/00870 – Condition 15 (Contamination) (Part discharge for Phase2) – Clarice House Leisure Club, Bramford IP8 4AZ. – Decision GRANTED. <i>Cllr Coulson commented Clarice House has now been sold – raising concerns regarding possible impact this might have on future development. Members discussed possible issues to anticipate in further planning applications.</i> <i>Members agreed there is concern regarding change of ownership of club and the lack of parking that already exists, as well as the space that will be taken up with the new development. There is also concern regarding the increase of traffic that will inevitably happen due to this development, the Gables and old nursery development. All concerns will be communicated to County Councillor Chris Chambers.</i> 2. DC/21/02474 – Householder Application – Erection of two storey front extension including single storey integral garage and porch canopy. – Rosehaven, Hibbard Road, IP8 4BH (revised scheme DC/20/03148) – Decision – GRANTED. – <i>Members noted decision.</i>
12.	<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> <ol style="list-style-type: none"> 1. DC/21/03445 – Householder Planning Application – Erection of a part two/part single storey side/rear extension (following removal of garage). – 42 Angel Road, Bramford IP8 4JF – DEADLINE 8th July (EXTENDED to 22nd July 2021). <i>Chair Powell noted one objection - Members are concerned that by removing the garage for the purpose it was intended for, parking of a vehicle and the additional parking space in front of the garage will disappear, leaving only one parking space., that a three bedroom property should have no less than Two parking spaces. That as a cul de sac, this would also infringe on emergency vehicles in the same way. It was agreed to post objection in this regard.</i> 2. DC/21/01220 – Application for approval of reserved matter following grant of outline Planning Permission DC/18/00233 dated 9th July 2019 – Appearance , landscaping, layout of residential

	<i>in progress, to update and include at next meeting.</i>
14.	<p>To note a summary of correspondence and consider action to be taken where applicable.</p> <p>Residents complaints and questions regarding</p> <ul style="list-style-type: none"> • Various emails regarding pathways issues • Development of Land East side Bramford – • <i>Cllr Ranson discussed the issue with the tree – Cllr Wolton mentioned that there is a letter from BT regarding dealing with it – Cllr Coulson suggested the resident be directed to BT.</i> • <i>Cllr Ranson – discussed the pathways.</i> • <i>Cllr Powell discussed that he has applied for ANPR for the parish. He also mentioned PC Small is going to carryout some monitoring of the village regarding speeding.</i>
15.	<p>Reports from Committees and Relevant groups</p> <ol style="list-style-type: none"> 1. Bramford Playing Field - <i>Cllr Gardener confirmed there was nothing to report</i> 2. Loraine Victory Hall – <i>Cllr Wolton – reported there has been some water ingress at the hall which will be an insurance claim.</i> 3. Bramford Open Spaces – <i>Cllr Dicker reported toilet block vandalism, and trees affecting railway line. Will be investigating.</i> 4. Footpaths Officer - <i>Cllr Ranson reported other than what was discussed in correspondence and public forum, nothing further to report.</i> 5. Communication Officer – <i>Chair Powell confirmed he will be posting on the Bramford website the Coffee Van attendance.</i> 6. Tree Officer – <i>Cllr Dicker reported on vandalised oak tree that had been donated. He mentioned he may start a Tree Nursery for the village to get involved with.</i> 7. Allotment Officer - <i>Cllr Gardner confirmed notices have been posted. Nothing to report. It was agreed that a letter will be sent out to all allotment holders as email capture is poor.</i>
15.	<p>Date of next meeting: Members are asked to propose , agree and note that the next Parish Council meeting is scheduled for 20th September 2021 , at 7.00pm at Loraine Victory Hall, Ship Lane, Bramford, and not 16th August 2020 as was agreed at Annual Council Meeting of 5th May 2021.</p> <p><i>Cllr Dicker proposed to accept decision to change date, Cllr Wolton seconded decision.</i></p> <p><i>Meeting closed 9.31pm</i></p>
16.	<p>To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business to be discussed:-</p> <ul style="list-style-type: none"> • Staff Contract.

Jane Every

Parish Clerk Bramford Parish Council

PC Date	Action	Owner	Comment
12.07.21	Removal of soil at Cemetery	CW	Quote received from TRU £160 + Vat = £192. Group.Credit application required to be completed. <i>Cllr Powell confirmed to be carried out after weeds have been removed (which will await until autumn)</i>
17.02.20	HQ Windows	Clerk/LP/CW	It was agreed to split the project into two. Costs to be sought for the back windows. JL Chick has carried out the survey and awaiting a report. Still waiting for CHICK report <i>No reply received as yet.</i>
16.11.20	Phone Box refurbishment	Clerk/LP	Contractor to confirm date for work to start on the phonebox. Awaiting time for taking door off. <i>Still ongoing.</i>
19.07.21	Tree Maintenance	JG	<i>Ongoing with Cllr Gardner</i>
19.07.21	New Cemetery area - Architect design	CW/MB	<i>Look into cost indication</i>
	<i>Clarice House – consult traffic expertise</i>	LP	<i>Traffic management engineer advice</i>