



BRAMFORD



PARISH COUNCIL

Bramford Parish Council, The Parish Room, Ship Lane, Bramford, Suffolk, IP8 4AN

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MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 25TH APRIL 2022

AT PARISH ROOM, SHIP LANE, BRAMFORD

Present : Cllr M Brand, Cllr S Coulson, Cllr I Dicker, Cllr J Gardiner, Vice Chair A Haigh, Cllr P Kingham, Cllr C Ranson, Cllr C Reeve, Cllr C Wolton, District Cllr James Caston, County Councillor C Chambers , 4 members of public.

MINUTES

1.	To receive and consider apologies for absences. <i>None received.</i>
2.	To receive members declarations of pecuniary and non-pecuniary interest. <i>Cllr Reeve regarding Item 11 – noted.</i> <i>Cllr Wolton regarding Queens Platinum Fun Day – noted.</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 March 2022 and the Extra Ordinary Meeting of 13 th April 2022 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting. <i>Member agreed Minutes of 21st March 2022. Extra Ordinary meeting of 13th April to have minor amendment, and thereon agreed.</i> <i>Cllr Dicker proposed to agree, Cllr Coulson seconded Minutes of 21st March 2022.</i>
5.	Public Forum: Councillors to receive questions from the public with regards to items on the agenda. <ul style="list-style-type: none">• <i>Resident discussed the issue that BPC might have with any work regarding improving area by the road bridge, given historic issues with young residents abusing area whilst jumping. Cllr Powell commented that works are to be discussed in Item 13, but took on board residents feedback.</i>• <i>Clarissa, New Editor of Ipswich Start introduced herself as a Bramford resident should anyone wish to</i>

	<p><i>contact her with issues, news. She was welcomed by members.</i></p> <ul style="list-style-type: none"> <i>Resident Mark Ayriess introduced himself as interested in becoming new Councillor in the future.</i>
6.	<p>To receive reports from:</p> <ol style="list-style-type: none"> County Councillor Chris Chambers - <i>Cllr Chambers covered his report which included statistics on new school allocations, Low Impact Energy in Suffolk new set up with possible grants for eligible, raising issue with contamination with blue bins, and consideration being given with possible food bins, any relationships with Russian organisations will be severed county wide. Village gates of which Chair had been in discussion, he quoted in region of £8,000 per pair of gates, he has approached contractors regards costing on basis that BPC take on the insurance liability and fitting of gates, bring cost down to around £2,000 per pair of gates. Further information to be provided to Council. Cllr Powell then covered £6,000 installation, £600 fees, plus costs of gate materials. Installers would need street lights licence. Cllr Powell discussed with members the positive of having village gates with a decided message. Insurance as a village asset would be BPC responsibility.</i> <i>Cllr confirmed application will be completed, Cllr Reeve will obtain relevant quotes x 3.</i> <i>Bus Stop was discussed as BPC have raised, he has chased this but awaits response. Cllr Powell discussed with members design ideas, reminding this has been budgeted at previous meeting . Cllr Caston left meeting at 8pm.</i> District Councillor James Caston – <i>Cllr Caston looked into the glass contamination issue, believes this is concerning, looking into whether separating types of waste is cost effective, if it goes ahead it will be towards end of year, but believes consideration needs to be given to overall cost. He discussed his report which included the refugee rehoming of Ukraine refugees in the Homes for Ukraine scheme with all its complex issues. Discussed the energy rebate of £150 of band A-D properties, which he considers more needs to be done for the very vulnerable. Discussed the improvement for facilities for disabled and their carers to be more accessible in the region. East Anglia Green Project out for consultation – Bramford to Norwich network line (National Grid) , had meeting today regarding empty homes in Mid Suffolk, some 500 dwellings, loans of £20,000 loans being offered to improve the properties, which he believes is not sufficient, asked members to report any that they are aware of. Cllr Kingham asked Cllr Caston for update on Fisons, he responded there is little progress on this, it may be more pressure is needed at some point.</i>
7.	<p>Reports from Committees and Relevant groups</p> <ol style="list-style-type: none"> Bramford Playing Field –<i>Cllr updated, with Chair Powell has approached Bellway regarding the plans, as decision are required on where CIL funds are to be spent.</i> Lorraine Victory Hall – <i>Cllr Wolton provided update regarding flooring, possibly 3 week estimate for reopening of LVH. There will be some additional costs which LVH will bear.</i> Bramford Open Spaces – <i>Cllr Dicker discussed possibility of spray for weeds and its negative effect.</i> Footpaths Officer – <i>Cllr Ranson has followed up? Cllr Wolton discussed Cock Alley issues regarding the paths, requested BPC write to Cherry fields Retirement Home asking them to correct the boundary line as this is a busy school accessway.</i>

	<p>5. Communication Officer – <i>Will make contact with the resident reporter as mentioned regarding the ongoing matters. Cllr Powell requested a copy be prepared on newsletters regarding the Jubilee celebrations.</i></p> <p>6. Tree Officer – <i>Cllr Dicker reported the new trees are growing well, but require regular watering which will be managed, the orchard trees was reported. Cllr Dicker wants permission to cut meadows, provided 3 informal quotes, between £125 and £140 , £225 which includes collection. He believes BMSDC are more expert requesting they are voted in. (see Item 17.3)</i></p> <p>7. Allotment Officer - <i>Cllr Gardner nothing to report, no vacancies at allotments.</i></p>
8.	<p>To note summary of correspondence and consider action to be taken where applicable.</p> <ul style="list-style-type: none"> • Confirmation from BMSDC Street Naming and Numbering dept – of names given for development Loraine Way. – <i>Members all in agreement.</i> • Email from Bellway Development regarding removal of traffic island, and planned replacement on completion of works. <i>Members noted this is recorded.</i> • Email from PC Small of attempted robbery at Mill Lane – <i>Members noted.</i>
9.	To note any updates on the Action Plan and agree any further actions.
10.	<p>To discuss Queen’s Platinum Jubilee Public Holiday –</p> <ul style="list-style-type: none"> • Update on hanging baskets – <i>Cllr Powell reported baskets received, planting should be completed this week, and fixed shortly. Chair Powell also demonstrated how the watering would be undertaken. He also asked for a rallying call for volunteers to help with the watering.</i> • Fun day stall and tasks – <i>Cllr Wolton updated that all plans are going well. Asked if BPC would wish to do a barbeque. Cllr Powell volunteered discussed assistance with members.</i> • request for donations for church bric a brac. – <i>Cll Wolton asked if anyone has any items please leave at village Church. Cllr Powell confirmed bunting has been purchased.</i>
11.	<p>To discuss relocation of lamppost at Unit 238 Limes Avenue, as per estimate from Carl Lockwood Suffolk Highway of £4,800 plus VAT. - <i>Cllr Reeve discussed with members the issue with the lamppost which lies in her property, regarding access issue. Cllr Powell asked members their feedback, Cllr Wolton mentioned there would be several lampposts in the village with similar issues to residents. Chair Powell asked whether Cllr Reeve has looked at any alternatives. Chair Powell asked Cllr Reeve to look into the options direct, this was agreed.</i></p>
12.	<p>To discuss Cemetery Issues :</p> <ul style="list-style-type: none"> • Further discussion on amendment to Rules/new Policy • Further discussion on plans for cemetery • Issues reported from maintenance contractor of broken glass <i>Was suggested new rules should state no glass.</i> • Resident correspondence regarding parking issue outside cemetery –

	<i>Agreed to revisit all cemetery matters for working committee to set a date in August .</i>
13.	<p>To discuss and agree possible budget and plan for refurbishment of the road bridge on Ship Lane.</p> <p><i>Cllr Wolton does not believe any major refurbishment should be undertaken . Members discussed whether any works would be vandalised Cllr Powell suggested to paint just the bridge to improve appearance and to let the end grow and to be maintained. Chair Powell proposed to obtain quotes, Vice Chair Haigh seconded.</i></p>
14.	<p>To discuss village gates quotes. Item has been moved to Cllr Chambers discussion in Item 6. <i>It was discussed and agreed to go ahead to have new village gates along Bramford Road, Paper Lane and both end of the B1113. Quotes will be obtained for the gates and installation. The highways application is to be completed.</i></p>
15.	<p>To discuss contacting owners regarding overgrown paths be cleared at Cock Alley between school and Cherryfields. <i>Cllr Wolton discussed considering replacing bench which is in disrepair. Chair Powell to obtain appropriate quotes x 3, for further discussion.</i></p>
15.	<p>Planning Decisions: to note the following determinations made by MSDC:</p> <ul style="list-style-type: none"> • DC/22/00712 – Householder application – erection of single storey part rear/side extension and conversion of garage to additional living accommodation – 43A Paper Mill Lane, Bramford – GRANTED. <i>Members noted.</i> • DC/22/00378 – Householder application – erection of single storey rear extension (following demolition of garage) – 17 Broke Avenue, Bramford – GRANTED. <i>Members noted.</i>
16.	<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> <ul style="list-style-type: none"> • To note DC/22/01449 – Outline Planning permission – Landscaping – Erection of 2 dwelling and new vehicular access to Land adjacent to Loraine Way – DEADLINE EXTENDING TO 1ST MAY – due to query raised by BPC on plan changes. <p><i>Members discussed, Cllr Wolton will prepare response.</i></p> <ul style="list-style-type: none"> • DC/22/01861 – Planning Application for installation of underground power cables (between two National Grid owned assets) on land within the east of National Grid Bramford Substation site, Bullen Lane, Bramford – National Grid Bramford Substation and Arable Field to the East, Bullen Lane, Bramford – DEADLINE 4th MAY 2022. <p><i>Members discussed Cllr Wolton will prepare response.</i></p>
17.	<p>Finance:</p> <ol style="list-style-type: none"> 1. To receive the March 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 • Budget to Actual • Reserves

Bramford Parish Council Bank Reconciliation at 20th April 2022**Period 1st April 2022 -31st March 2023****Balance at bank**

Co-op as @ 20.04.22 £ 214,017.31

Ipswich Building Society £ 36,899.69

Plus Uncleared Deposits

Less Unpresented Cheques

£ 250,917.00**Balance as per books**

Cwfd Balance @ 01.04.22 £ 154,424.25

Income £ 97,233.77

Expenditure £ 741.02

£ 250,917.00**2. To authorise April payments (DD,SO and Cheques)****Bramford Parish Council - Payments April 2022**

Expenditure	Cheque / BACS / SO		Net	VAT	Total	Notes
Tree Orchard	BACS	Ian Dicker; Exps	£ 118.74		£ 118.74	Lumberjacks
Architects Drawings	BACS	Last & Tricker	£ 275.00	£ 55.00	£ 330.00	5804.A(MJL) as minuted 21.03.22
Queens Platinum Jubilee : Hanging Baskets	BACS	Amberol	£ 855.10	£ 171.02	£ 1,026.12	Pro Forma Inv BRA013 : 29.03.22
Bramford Meadow Management Service Charge	BACS	BOS	£ 1,712.00	£ 342.40	£ 2,054.40	01.04.22-30.06.22
Queens Platinum Jubilee : Decorations Bunting	BACS	L Powell Exps	£ 79.92	£ 19.98	£ 99.90	Amazon Inv 131469809

Parish Room Cleaning	BACS	Frantastic : Fran Noble	£ 12.50		£ 12.50	Inv 4d- 31.03.22
Refuse Collection Parish Room	BACS	MSDC	£ 572.00		£ 572.00	INv2000137924/Cust 83526: 01.04.22
Refused Collection LVH	BACS	MSDC	£ 265.00		£ 265.00	Inv2000136577/Cust 42507: 01.04.22
Street Cleaning	BACS	Sillett M	£ 370.50		£ 370.50	INv58: 01.03.22-31.03.22
Street Cleaning	BACS	Sillett G	£ 164.66		£ 164.66	INv58: 01.03.22-31.03.22
Clerk Salary		J Every	£ 1,109.40		£ 1,109.40	Salary Mth 1 : April 22
Printing		J Every : Exps	£ 22.49		£ 22.49	HP Ink : to 28.03.22
Stationery		J Every : Exps	£ 18.00		£ 18.00	John Lewis: Filing Trays
Reimburse to attend hearing		J Every : Exps	£ 10.00		£ 10.00	
To Attend hearing : Parking		J Every : Exps	£ 4.85		£ 4.85	NCP
To attend hearing : Mileage		J Every : Exps	£ 4.65		£ 4.65	
Laptop Cover		J Every : Exps	£ 19.16	£ 3.83	£ 22.99	Amazon:7117906
Pens		J Every : Exps	£ 3.00		£ 3.00	Sainsbury
Tennis Club Planning Application as minuted	BACS	J Every : Exps	£ 149.20		£ 149.20	Planning Portal : PP1120228vFWZ
Grass Cutting : St Mary the Virgin Church		Nosegay	£ 630.00		£ 630.00	Inv1767: 1-22/3/22 £315 x 23
Grass Cutting : The Lawn Cemetery	BACS	Nosegay	£ 630.00		£ 630.00	Inv1766: 9-22/3/22 £315 x 2
Allotment Clearance	BACS	J Overett	£ 200.00		£ 200.00	Inv 31.3.22 : As Minuted 21.3.22
Legal Advice : Cock Pub Appeal challenge	BACS	Richard Buxton Solicitors	£ 1,666.67	£ 333.33	£ 2,000.00	Fees paid on account Ref LF/SGPW
			£ 8,892.84	£ 592.23	£ 9,818.40	

3. To note receipts since last meeting.

- Tree Council Grant of £795.70, to discuss sensitive grass mowing costs. – *Cllr Dicker provided quotations, it*

	<p><i>was agreed BMSDC would be instructed to carryout work of it will be maximum 2 cuts per year, one late June/July and one late cut in the autumn, both dependent on when they are doing the verges around the village. – Cllr Dicker proposed, Cllr Coulson seconded, awaiting formal breakdown of quote.</i></p> <p><i>- CIL funding received of £58,770.77. Parish Infrastructure Investment Plan (PIPPS) to be discussed by members and prepared by Clerk.</i></p> <p><i>Members are asked to discuss and agree a quarterly finance meeting, with suggested members Chair Powell, Vice Chair Haigh and Clerk as finance committee. To include PIPPS. Cllr Dicker proposed members Chair Powell, Vice Chair Haigh and clerk to form finance committee, Cllr Coulson seconded, together with agreed amended Payment schedule and Bank Recon.</i></p> <p><i>Cllr Wolton raised that signature is required on conditions for grant application for Platinum Jubilee, Chair Powell proposed, Cllr Gardener seconded to voted permission, all members agreed.</i></p> <p><i>Meeting closed 9.30pm.</i></p>
18.	<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"> • None to discuss.
19.	<p>Date of next meeting: Members are asked to note that the next Parish Council meeting is scheduled for 16th May 2022 @ 7.00pm at the Parish Room, Ship Lane, Bramford.</p>

Jane Every

Parish Clerk Bramford Parish Council

PC Date	Action	Owner	Comment
12.07.21 On hold	Removal of soil at Cemetery	CW	<p>Quote received from TRU £160 + Vat = £192.</p> <p>Group.Credit application required to be completed.</p> <p>Cllr Powell confirmed to be carried out after weeds have been removed (which will await until autumn) Chair asked cost, Cllr Gardiner commented £400 in quote. Chair asked if this is an acceptable figure, Cllr Wolton suggested approach Bellway if they could do this. <i>Cllr Kingham to action.</i></p>
17.02.20 Pending village hall floor	HQ Windows	Clerk/LP/CW	<p>It was agreed to split the project into two.</p> <p>Costs to be sought for the back windows.</p> <p>JL Chick has carried out the survey and awaiting a report.</p> <p>Still waiting for CHICK report</p> <p>No reply received as yet. Cllr Wolton has received a preliminary report, (to report).</p> <p><i>Cllr Wolton has received a draft copy, still not completed.</i></p> <p><i>No update</i></p>

16.11.20 To be done before jubilee	Phone Box refurbishment	Clerk/LP	<p>Contractor to confirm date for work to start on the phonebox. Awaiting time for taking door off.</p> <p>Cllr Wolton still awaits. Chair asked who might be bale to help with shelving, which would need to wait until other work undertaken.</p> <p><i>Cllr Wolton awaits response from contractor , the materials have been received. Cllr Alan Lucas is happy to refurbish the interior, Cllr Powell requested him to measure up, his work will be gratis.</i></p> <p><i>Awaiting the painting and prep .</i></p> <p><i>No update, suggest to give final opportunity to respond.</i></p>
19.07.21	Tree Maintenance	JG	<i>Quotes received see Item 9. Of Finance.</i>
On ice	Clarice House – consult traffic expertise	LP	Traffic management engineer advice .
15.11.21	Cemetery Car Park Refurbishment	PK	<p><i>Awaiting quotes.</i></p> <p><i>Cllr Kingham awaits estimates for work.</i></p>
28.11.21 Chris Chambers to chase bus stop replacement	Gables Corner Bus Stop	JE	<i>Reported to Suffolk CC – await response re replacement. Response received from Chris Chambers, to discuss.</i>
20.12.21 With Lester	The Bridge Railings		<i>To discuss. Ongoing. Awaiting quotes.</i>
20.12.21	The Street		<i>To discuss how to brighten up The</i>

			<i>Street with either all year bunting or fixed Flower Baskets on lampposts Other ideas</i>
21.02.22	Lawn Cemetery		<i>To determine a 'maintenance committee' regarding refurbishment</i>