



# BRAMFORD

## PARISH COUNCIL



Bramford Parish Council, The Parish Room, Ship Lane, Bramford, Suffolk, IP8 4AN  
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### BRAMFORD PARISH COUNCIL

**MONDAY 20<sup>TH</sup> MARCH 2023 AT PARISH ROOM, SHIP LANE, BRAMFORD, IP8 4AN**

Present: Vice Chair A Haigh, Cllr M Brand, District Councillor J Caston (8.30pm), Cllr S Coulson, Cllr J Gardiner, Cllr I Dicker, Chair L Powell, Cllr C Ransom, Cllr C Wolton, Parish Clerk, J Every

### MINUTES

1.	To receive and consider apologies for absences <i>Cllr M Ayriess, Cllr C Reeve . Cllr C Chambers. Cllr P Kingham handed in verbal resignation.</i>
2.	To receive members declarations of pecuniary and non-pecuniary interest <i>Cllr Dicker, regards to item 15.9.</i>
3.	To consider any requests for dispensations received None received.
4.	To note the minutes of the Annual Council meeting of 20 <sup>th</sup> February 2023 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting. <i>Cllr Coulson proposed, Cllr Ranson seconded to accept.</i>
5.	Public Forum: Councillors to receive questions from the public with regards to items on the agenda. <i>None attended.</i>
6.	To receive reports from: <ol style="list-style-type: none"><li>1. County Councillor Chris Chambers - <i>absent.</i></li><li>2. District Councillor James Caston – <i>apologies for not attending, report received. Cllr Dicker mentioned more information regarding energy saving grant.</i></li></ol>
7.	Reports from Committees and Relevant groups: <ol style="list-style-type: none"><li>1. Bramford Playing Field- <i>Cllr Gardener, nothing to report</i></li><li>2. Loraine Victory Hall – <i>Cllr Wolton reported manager officially resigned – no decision to be made on future manager, requested an official acknowledgement of the manager’s long service. Members agreed, Cllr Wolton to arrange flowers with budget of £40.</i></li><li>3. Bramford Open Spaces – <i>Cllr Dicker reported there is a work party on 15<sup>th</sup> April at 9am, to clear channel from the A14, any assistance welcome. Committee are considering increasing the backwater area, which will increase the biodiversity of the area.</i></li><li>4. Footpaths Officer - <i>Cllr Ransom reported on the report received from MSDC responded to the issue with the steps mentioned in previous meeting.</i></li><li>5. Communication Officer – <i>Cllr Coulson discussed items to be included in the newsletter - litter pick including leaflets on dog fouling, notification regarding Election ID requirements for voters.</i></li></ol>

	<p>6. Tree Officer - <i>Cllr Dicker mentioned special water instruments for the new trees. Suffolk Tree Wardens AGM 1<sup>st</sup> April 2023.</i></p> <p>7. Allotment Officer - <i>Cllr Gardener , nothing to report, no vacancies. Requested permission to build a composter at Stationfield, Cllr Powell proposed, Cllr Coulson seconded to agree to ahead.</i></p> <p>8. Planning - <i>Nothing to report.</i></p>
8.	<p>To note a summary of correspondence and consider action to be taken where applicable.</p> <ul style="list-style-type: none"> <li>• A resident of Vicarage Close has requested if BPC can recommend the verge on the corner of Vicarage Close, which has been damaged by Cadent , to now become a wild flower area. <i>Members discussed, wildflowers have been sown, Tree officer has arranged for grass to left uncut for a period.</i></li> </ul>
9.	To note any updates on the Action Plan and agree any further actions.
10.	To discuss and agree draft letter from Chair to Bramford residents, and budget for mailing. <i>Members discussed, added to action plan to develop a “pack” of information for residents.</i>
11.	To discuss and agree draft letter regarding pathways – to be posted on Suffolk Highways Portal. <i>Members discussed the need to highlight issues. Also to highlight pothole issues in Bramford.</i>
12.	To discuss and agree contribution/participation to – Bramford Village Fun Day 1 <sup>st</sup> July 2023 – <i>Cllr Wolton requested funding towards and assisting in managing a bouncy castle. No charge to children. Members discussed, Cllr Haigh proposed, Cllr Ranson seconded to agree cost. Members to volunteer to help on day.</i>
13.	<p>Planning Decisions: to note the following determinations made by MSDC:</p> <p>DC/22/06192 - Application for a Non-Material Amendment relating to DC/21/05669 - Re-siting of plots 36 and 37 to avoid gas main, change plots 26 and 27 to 'Shared Ownership', and change plots 104 and 109 to 'Affordable Rent' Location: Land To The South Of, Fitzgerald Road, Bramford, Suffolk – APPROVED.</p> <p>DC/23/00594 - Discharge of Conditions Application for DC/18/00233 - Condition 23 (Lighting Scheme) Location: Land East Of The Street And Loraine Way , Ipswich, Bramford, IP8 4NS – APPROVED.</p> <p>DC/23/00138 - Proposal &amp; Location of Development: Householder Application - Erection of single storey rear extension (following demolition of conservatory). 9 Bullen Lane, Bramford, Ipswich, Suffolk IP8 4JD – APPROVED.</p>
14.	<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>APPLICATION FOR PLANNING PERMISSION - DC/23/00805 Proposal: Householder Application - Erection of front detached open carport on concrete base. Location: Glendarroch, Whitton Leyer, Bramford, Ipswich Suffolk IP8 4BD – DEADLINE 31<sup>ST</sup> MARCH 2023. – <i>No objection.</i></p>
15.	<p>Finance:</p> <ol style="list-style-type: none"> <li>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"> <li>• Bank Reconciliation</li> </ul> </li> <li>2. To authorise March payments (DD,SO and Cheques)</li> <li>3. To note receipts since last meeting</li> </ol> <p><i>Cllr Haigh proposed Items 1-3 , Cllr Gardner seconded to be accepted.</i></p> <ol style="list-style-type: none"> <li>4. Budget - To discuss and agree Budget for year 2023-24 . To note Precept for 2023-24 as agreed (minuted Finance - Item13.2 of Mtg 13.01.23) is 0% increase in Band D to £80.58</li> </ol>

with a total Precept figure of £78,625.

## **RECEIPTS**

## **Budget Proposed**

Bank Interest	160.00
Allotments	2740.00
Burials & Memorials	13000.00
CIL Payment	
Cleansing Grant	2316.00
Community Projects	
Grant Funding	
HMRC Tax Repayment*	0.00
Land Adj Cem. Field Rent	100.00
Parish Room	
Precept	<b>80354.00</b>
Scout Hut Rent	500.00
Mis (refund)	
<b>Total income</b>	<b>99170.00</b>

## **PAYMENTS**

## **Budget Proposed**

Allotment Field Rent	290.00
Allotment General	800.00
Allotment Water Rates	1500.00
Audit Fees	800.00
Bramford Meadows	6848.00
Cemetery General	1500.00
Cemetery Water Rates	200.00
Churchyard & Cemetery Maintenance	12500.00
Clerks PAYE	2500.00
Clerks Pension Employer Contribution	3800.00
Clerks Salary	18000.00
Cemetery Manager Salary	2000.00
Community Asset Reserve	5000.00
Community Projects	0.00
Depreciation and Replacement of Assets Reserve	2000.00
Emptying Dog/litter Bins	2000.00
Equipment Maintenance	500.00
Expenses/Stationary	1000.00
Grants and Donations	17000.00
Insurance	3000.00
Parish Room Electricity	1000.00
Parish Room Water Rates	300.00

	Phone and Broadband	600.00
	Professional Services Reserve	
	Property General	2000.00
	Strategic Reserve	5000.00
	Street Cleaners Wages	7742.00
	Street Light Yearly Charge by SCC	8600.00
	Street Light Repairs LED replacement - paid from CIL funds	41900.00
	Depreciation and Replacement of Assets Reserve	0.00
	Subscriptions	1500.00
	Training (Councillor and staff)	2000.00
	Tree Surgery	3000.00
	Village Grass Cutting	2000.00
	Works to Building (Parish Room)	
	CIL funded projects	
	VAT element (will be reclaimed)	10000.00
	<b>Total Expenditure</b>	<b>166880.00</b>
	<i>Cllr Brand proposed, Cllr Dicker seconded to agree 2023-24 budget.</i>	
	<p>5. Street Cleaning – Members to discuss and agree hourly rate increase from £9.50 to £10.42 (national minimum wage for 2023), with additional request of 58p per hour, total £11.00. <i>Members require further information before decision can be made.</i></p> <p>6. Bramford Lawn Cemetery - To discuss and agree – to waive fee for Childs Burial Plot of £160 . <i>Cllr Wolton proposed, all members agreed to waive this.</i></p> <p>7. To discuss adding Loraine Victory Hall grass area to be added to the BPC grass cutting Contract at a budget of £45 per cut @ 1 a month during grass growing period. <i>Cllr Wolton discussed with members, Cllr Ranson proposed, Cllr Dicker seconded to agree to add to contract.</i></p> <p>8. Discuss JP Chick and Partners Ltd invoice 38990 dated 30.09.22 for professional services Parish building report £600 + VAT £120. <i>Agreed in dispute, not to be settled.</i></p> <p>9. Discuss and agree quote for disabled access gate for BOS meadow – quotes provided include delivery :</p> <p>I. Secure a Field Ltd – ( Quote 14904) Thornton Mobility Kissing Gate £779 + VAT £155.80</p> <p>II. McVeigh Parker Farming and Fencing Ltd - Woodstock Mobility Kissing Gate £641 + VAT £128.20 (free delivery)</p> <p>III. GL Jones Playgrounds Ltd (Quote 311459) Kissing Gate £2525.00 + VAT £505</p> <p><i>Members discussed quotes, Cllr Powell proposed, Cllr Wolton agreed quote I, Secure a Field Ltd.</i></p> <p><i>Meeting closed 21.05pm.</i></p>	
17.	Date of next meeting: Members are asked to note that the next Parish Council meeting is scheduled for 17 <sup>th</sup> April 2023 @ 7.00pm at the Parish Room, Ship Lane, Bramford.	

