

BRAMFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD IN THE PARISH ROOM, BRAMFORD ON MONDAY 18TH FEBRUARY 2019

PRESENT: Mrs M Brand, B Earthy, J Gardiner, P Heal, W Holton, A Horn, G Key, P Kingham

1.2 QUESTIONS FROM THE PUBLIC

Cllr Heal requested, on behalf of a resident, that attention be paid to the deteriorating pot-holes along Bramford Road near to River Hill. Further mention made by other Councillors regarding similar problems along Paper Mill Lane near Fison's site.

2.2 TO RECEIVE THE REPORTS OF THE DISTRICT AND COUNTY COUNCILLOR

Written and verbal report from County Cllr John Field, including SCC decision to cut Citizen's Advice funding.

3.2 APOLOGIES

None received

4.2 DECLARATIONS OF INTEREST RELEVANT TO THE AGENDA

Cllr Earthy requested to be excused from item 7.f. on the agenda, however it was noted this was not through any pecuniary or non-pecuniary interest

5.2 MINUTES

Minutes of the meeting held on 18th January 2019 approved and signed.

6.2 STATUTORY BUSINESS

- a. Risk Assessment document – Councillors agreed to, and adopted, amended risk assessment document.
- b. Internal Auditor – Councillors agreed to appoint auditor from Heelis and Lodge to conduct end-of-year review.

7.2 ACTION PLAN

- a. Works to Council building – Councillors advised that Scout HQ leaders looking for quotes for repairs to windows and external woodwork to present to Parish Council.
- b. Works to Council building – Councillors agreed to request Will Overett clear ground weeds within six weeks of meeting.
- c. Works to Council building – Councillors advised no communications received from potential repairer.
- d. Cemetery – Councillors advised that no additional work undertaken to complete this item.
- e. Cemetery – Councillors agreed for Clerk to prepare contract in relation to prospective proposals for maintenance of field adjacent to cemetery.
- f. Cemetery – Unauthorised structure – Councillors advised that local crematorium unable to assist and that response awaited from ICCM.
- g. Cemetery – Location of remains – Councillors advised that visit to be made to site on Thursday 21st February at 9.30am.

- h. Speed Indicator Signs – Councillors advised that Westcotex order now confirmed and that payment due following receipt of goods.
- i. Office – Replacement computer – Councillors advised that Clerk to download cashbook software before new laptop purchased and re-load when full download completed.

8.2 FINANCE

- a. Monthly Payments – Councillors agreed to sign cheques to the value of £4,098.31, whilst noting that Clerk’s salary to be paid through standing order in future.

9.2 PLANNING

DC/19/00411 – Erection of 1no. dwelling, garage and creation of new access – Aralia, Limes Avenue

Councillors offered no objections to this application

11.2 REPORTS FROM COMMITTEES AND RELEVANT GROUPS

- a. Bramford Playing Field – Cllr Gardiner advised Councillors of £7,000 of funding, mainly from County Councillor John Field and District Councillor Kevin Welsby.
- b. Loraine Victory Hall – Cllr Earthy confirmed funding for more secure fittings, including £7,000 for replacement security doors, and funding from District Councillor Welsby for replacement flooring.
- c. Bramford Open Spaces – Cllr Key advised Councillors of plans to lay flower meadow, in line with project supported by Kew Gardens.
- d. Councillors report –
 - i. Cllr Gardiner advised Council regarding ongoing enquiries into street lighting issue, Paper Mill Lane.
 - ii. None received.

12.2 CLERK’S REPORT

The Clerk advised Councillors that enquiries were ongoing regarding a water bill for Stationfield Allotments over potential GDPR issues, that a planning site visit was yet to go ahead, that concerns had been raised with MSDC over false newspaper reports regarding CIL funding for Bramford and that Clerk will print off election packs for Councillors. Councillors agreed for Clerk to make enquiries for the purchase of a replacement screen for noticeboard in The Street.

13.2 ITEMS FOR NEXT MEETING

Councillors requested the Clerk enquire with Environment Agency about grass-cutting responsibilities along bank and removal of ‘knot-weed’ in river.

Councillors requested the Clerk enquire about availability of CIL/s.106 funding regarding Willowbrook development.

8.20pm Meeting closed

CHAIR

DATE