

## **BRAMFORD PARISH COUNCIL**

### **MINUTES OF THE MEETING HELD IN THE PARISH ROOM, BRAMFORD ON MONDAY 17<sup>TH</sup> FEBRUARY 2020**

**PRESENT:** Cllr A Horn, Cllr J Gardiner, Cllr C Ranson, Cllr C Wolton, Cllr L Powell

#### **1.2 QUESTIONS FROM THE PUBLIC**

None received

#### **2.2 TO RECEIVE THE REPORTS OF THE DISTRICT AND COUNTY COUNCILLORS**

Written and verbal report from County Councillor John Field including confirmation that Ipswich Northern Route proposal now withdrawn and concerns over planning committee work-load.

Written report from District Councillor James Caston including an update regarding the Fison's site.

#### **3.2 APOLOGIES**

Cllr M Brand, Cllr A Haigh, Cllr P Kingham

#### **4.2 DECLARATIONS OF INTEREST RELEVANT TO ANY ITEM ON THE AGENDA**

None received

#### **5.2 DISPENSATIONS**

None received

#### **6.2 MINUTES**

Councillors **agreed** to approve and sign the minutes of the meeting held on 20<sup>th</sup> January

#### **7.2 STATUTORY BUSINESS**

- a. Councillors **agreed** to adopt the grievance policy presented, based on NALC model guidance, with a copy to be published on the Parish Council website.
- b. Councillors **agreed** to adopt the disciplinary policy presented, based on NALC model guidance, with a copy to be published on the Parish Council website.
- c. Councillors **agreed** to defer the adoption of a complaints policy to the next meeting so that the document could be amended to show further relevant criteria
- d. Councillors **agreed** to adopt the Risk Assessment presented whilst noting matters currently requiring attention, with a copy to be published on the Parish Council website.
- e. This item was deferred to a later meeting to enable appropriate asset valuations to take place

#### **8.2 ACTION PLAN**

- a. Works to Council building – external woodwork and windows – updated survey report awaited from Chick
- b. Cemetery – field maintenance – ProHelp unable to offer legal advice to local authorities, alternative advice to be sought

- c. Cemetery – Unauthorised structure – ProHelp unable to offer legal advice to local authorities, alternative advice to be sought
- d. Bramford Bus cuts – No further progress at this time
- e. Land adjacent to bus stop – SCC enquiring as to situation and requesting the trailers be moved
- f. Ship Lane river bridge – Request for ownership details made to Environment Agency, no reply at this time
- g. Purchase of land adj. to Ship Lane river bridge – ProHelp unable to offer legal advice to local authorities, alternative advice to be sought

## **9.2 FINANCE**

- a. Monthly payments – Councillors agreed to sign cheques to the value of £1,135.78

## **10.2 PLANNING**

- a. DC/20/00517 – Householder Planning Application – Erection of a single storey side extension – 2 Broke Avenue  
Councillors agreed that the access from the property onto the public footpath may cause an issue but didn't consider this sufficient to oppose the application

## **11.2 REPORTS FROM COMMITTEES AND RELEVANT GROUPS**

- a. Bramford Playing Field – Cllr Gardiner advised Councillors that perimeter fence to left of Acton Road entrance is now in place
- b. Loraine Victory Hall – Cllr Horn advised Councillors that grants being reviewed in respect of potential works to building, including changes to heating system. Councillors were also advised of vacancy for treasurer and possible vacancy for Chair and requirement for a lease on the building
- c. Bramford Open Spaces – Nothing to report
- d. Councillor's Reports
  - i. Cllr Gardiner advised Councillors that the tree in the river had been cleared
  - ii. Cllr Wolton advised that work to increase capacity at the Primary School was due to commence within next few weeks
- e. Councillors **agreed** to obtain and retain copies of agendas and minutes relating to Bramford Playing Field and Loraine Victory Hall Committees and Bramford Open Spaces in order to establish closer understanding of activities and spending

## **12.2 To resolve 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 transacted below**

Councillors **agreed** to exclude the public and press from the meeting due to the confidential nature of the business to be transacted.

**13.2** All matters relating to this item recorded within separate confidential minutes.

## **14.2 ITEMS FOR NEXT MEETING**

Review of Cemetery rules and procedures

9.33pm Meeting closed

CHAIR

DATE