



# BRAMFORD

## PARISH COUNCIL



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

#### MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 15<sup>th</sup> NOVEMBER 2021 AT PARISH ROOM, SHIP LANE, BRAMFORD

Present : Cllr M Brand, Cllr S Coulson, Cllr I Dicker, Cllr J Gardiner, Cllr A Haigh, Cllr P Kingham Cllr L Powell, Cllr C Ranson, Cllr C Reeve, Cllr J Tunaley, Cllr C Wolton, Jane Every (Clerk), District Cllr James Caston, County Cllr Chris, J Hooker and 3 members of the public & P Watson and B Curts of BMSDC (via TEAMS)

#### 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 Wolton 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 18 <sup>th</sup> October 2021 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting. <i>Chair Powell asked for anything to raise regarding the draft minutes – no items were raised, Cllr Wolton proposed to accept, Cllr Reeve seconded. Chair Powell signed minutes at meeting.</i>
5.	Public Forum: Councillors to receive questions from the public with regards to items on the agenda.  Peter Watson and Bron Curtis of BMSDC to attend via TEAMS to discuss and take questions regarding Fisons Site, Bramford.  <i>Chair Powell introduced P Watson (Community Safety Project Manager) and B Curtis (Chief Planning Officer) of MSDC to meeting via TEAMS link.</i>

*Bron Curtis provided an outline on the application received and consultation, explaining there are a number of issues raised and ongoing of which she provided detail.*

*Cllr Powell asked members if they had any questions to direct at Bron Curtis. Cllr Haigh and Cllr Wolton raised questions. Cllr Wolton asked how can BPC protect the brown fields going forward. Bron Curtis resonded.*

*Chair Powell asked if any members of public have questions. A Resident asked if MSDC were aware of any security issues at present. P Watson commented that monitoring has been undertaken over some issues, last being 2<sup>nd</sup> November, that once he received report he will update. Resident commented gap in fence had been reported by him much earlier and asked why it has taken so long to be responded to. P Watson gave his response in detail, on what has been carried out so far. Resident raised Section 81 notice, asked whether this could be pursued. B Curtis responded she would have to refer this, and update.*

*Chair Powell thanked P Watson and B Curtis to attend and requested a facetoface meeting when possible. B Curtis explained the need to follow correct protocol at present, which has resulted them not being present at this meeting.*

*B Curtis commented that MSDC would appreciate a clear indication on how BPC would like them to engage going forward with regard to this issue. Chair Powell commented they will be emailing in this regard, in form of an action plan in due course.*

*Chair Powell directed at resident, as point of contact to coordinate an action plan together.*

*Cllr Tunaley commented the issue is far too important not to take some strong action and whether to consider what can be done.*

*District Cllr Caston commented that Cllr Wolton undertakes a great deal of work responding to the Fison's site to date. Cllr Reeve commented she is very concerned at the potential risk to young people playing around the site. District Cllr Caston commented his great concern at how vulnerable the site is to local residents. Chair Powell asked if County Cllr Chambers could get more involved. Members discussed at length with residents and District and County Cllrs. Cllr Wolton raised the question whether Council can request a camera be placed within the vicinity for monitoring. It was agreed to pursue this.*

*Cllr Haigh requested that BPC would like to question MSDC and the owners of the former Fison's site in Bramford for the lack of interest shown in developing this prime brown-field site. Due to lack of progress from all representatives, members are therefore requesting that MSDC provide a consolidated action plan to include MSDC actions and from the owners to present via a representative during Council meetings. Members also request trigger points that would drive MSDC intervention including compulsory purchase so BPC can record their progress against this. Cllr Reeve will assist with consolidating incidents with District Cllr Caston and each time BPC meet, the Action Plan will be updated to record the concerns over health and safety.*

*Chair to mention MSDC planned exhibition on future developments to be held in Bramford Parish.*

*Chair Powell discussed the planned display which will be available for the public, further information*

	<p><i>forthcoming on dates when BMSDC can coordinate process.</i></p> <p><i>Chair Powell thanked residents for attending meeting with their feedback.</i></p>
6.	<p>To receive reports from:</p> <ol style="list-style-type: none"> <li>1. County Councillor Chris Chambers - <i>presented report, commenting on increase in Covid infection, that there will be an increase in vaccinations facilities and transport for residents, including schools involvement . He reported that bus services improvement plan was submitted to government last month which should see an improvement in services. MPs have created a committee regarding offshore energy developments. EDF Sizewell C plans have not yet been received, he is pursuing this.</i> <i>Chair Powell asked how BPC can influence obtaining services once again for Bramford. County Cllr Chamber asked for information in readiness, Cllr Powell said this will be provided. Cllr Kingham asked about the Bus shelter that was knocked down in Mill Lane. Cllr Chambers will look into this.</i></li> <li>2. District Councillor James Caston - <i>presented his report. Discussed supporting local businesses, and how to go about this. Food Sally...looking at household waste, and how support this. The budget of 1.5 million for the recovery of Suffolk - covered the discussions being held regarding needs for communities. He looking into whether there is possibility of shuttle bus for community, looking into private landlord's rental, school education on health, support for domestic abuse and homelessness.</i></li> </ol> <p><i>Members discussed with District Cllr Caston the issue of the large housing developments.</i></p>
7.	<p>To note any updates on the Action Plan and agree any further actions.</p> <p><i>See attached.</i></p>
8..	<p>Planning Decisions: to note the following determinations made by MSDC:</p> <ol style="list-style-type: none"> <li>1. DC/21/02181 – Discharge of Conditions on DC/18/00233 – Condition 30 (Sustainability and Renewable Energy Statement) – Land East of The Street, and Loraine Way, Bramford IP8 4NS. – DECISION APPROVED - <i>Members noted.</i></li> <li>2. DC/21/02180 – Discharge of Conditions on DC/18/00233 – Condition 7 (Details of Access ) – Land East of The Street and Loraine Way, Bramford IP8 4NS. – DECISION APPROVED. <i>Members noted.</i></li> <li>3. DC/21/01202 – Discharge of Conditions for DC/29/04981 – Condition 2 (Materials), Condition 4 (Archaeological Works), Condition 5 (landscaping), Condition 7 (External lighting), Condition 8 (Internal Lighting), Condition 17 (Water Abstraction and Condition 22 (Construction and Environmental Management Plan). – Land at Dairy Farm, Loraine Way, Bramford. – DECISION APPROVED. <i>Members noted.</i></li> </ol>
9.	<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"> <li>1. DC/21/05669 – Application for approval of outstanding reserved matters following grant of Outline Planning DC/19/01401 – Residential development of up to 115 dwellings and access, and landscaping to Land to the South of Fitzgerald Road, Bramford. – <b>Deadline 11<sup>th</sup> November</b></li> </ol>

**2021 (extended to 25<sup>th</sup> November 2021) - Cllr Powell asked members to coordinate comments to be submitted, given that objection has been submitted. District Cllr Caston commented there will be a full committee meeting regarding this where BPC will be invited, it has not yet been scheduled. Cllr Coulson asked District Cllr Caston about future maintenance and whether this was factored in the development plan, Cllr Wolton suggested Council approach the developer on this. District Cllr Caston commented the planning is going ahead, this is the opportunity to influence the layout and benefits to the village. Members raised various suggestions. Was agreed members will forward comments to Clerk, and collate comments to submit.**

- DC/21/05908 – Household Application for erection of single storey side extension (following demotion of existing) – 1 Orchard Road, Bramford IP8 4JG. – **Deadline 18<sup>th</sup> November 2021.** – Cllr Powell asked for any comments, members have no objection.

10 Finance:

- To receive the November finance reports and agree that delegated authority be given to the Chairman to sign these outside of the meeting:

- Bank Reconciliation
- Budget to Actual
- Reserves

- To authorise November payments (DD,SO and Cheques)

**Bramford Parish Council - Payments November 2021**

Expenditure	Cheque / BACS / SO		Net	VAT	Total	Notes
Expenses : Keepers Nursery Ltd : Trees Purchase	BAC S	I Dicker	£ 232.75		£ 232.75	Inv 54852-160733 : Tree Maintenance Budget
Lawn Cemetery Shelter	BAC S	TLT Painting & Decorating	£ 803.00	£ 160.60	£ 963.60	In 265 Dated 2.10.21
Expenses : Material : Lawn Cemetery Shelter	BAC S	C Wolton	£ 11.87	£ 2.38	£ 14.25	Tool Station LTd Q37820
Expenses : Battery	BAC S	C Wolton	£ 6.07	£ 1.22	£ 7.29	Tool Station Q65867
Expenses : Equipment for Parish Room	BAC S	L Powell	£ 38.32	£ 7.66	£ 45.98	Amazon : Webcam/Cable :
Bramford Playing Field : Grant : Gym Equipment	BAC S	Fresh Air Fitness Ltd	£ 3,675.55	£ 735.11	£ 4,410.66	Inv 21678: 25.10.21: 50% (50% paid 27.07.21)
Grass Cutting : Lawn Cemetery	BAC S	Nosegay	£ 315.00		£ 315.00	Inv 1526 : Period 12.10.21
Grass Cutting : St Mary Church	BAC S	Nosegay	£ 315.00		£ 315.00	Inv 1525 : Period 14.10.21
Supply Table Tennis Table	BAC S	Bendcrete Leisure Ltd	£ 2,350.00	£ 470.00	£ 2,820.00	Inv 01718 : 25.10.21
Lawn Cemetery Maintenance Work	BAC S	James Stewart Gardening	£ 132.00		£ 132.00	Inv 1260 Work 22.10.21 Dated 29.10.21
Clerk Salary		J Every	£ 798.90		£ 798.90	Payroll Mth Nov 21
Expenses : Printing		J Every	£ 22.49		£ 22.49	HP : Period 28.10.21 to 27.11.21
Stamps	BAC S	J Every	£ 8.20		£ 8.20	x 10 1st class
Tree work St Johns Centre, Duckamere	BAC S	KEE Tree Services	£ 200.00		£ 200.00	Inv 1063 as per Estimate 130 signed 20.9.21
			<b>£ 8,909.15</b>	<b>£ 1,376.97</b>	<b>£ 10,286.12</b>	

	<p>3. To note receipts since last meeting.</p> <p><i>Cllr Coulson proposed, Cllr Haigh seconded acceptance of financials to be signed.</i></p> <p>4. To discuss and agree in regard to quotes for tree maintenance in Bramford, relating to ash tree adjacent to river and lime tree at village hall car park:</p> <ul style="list-style-type: none"> <li>• Acorn Trees Ltd @ £2976 (including VAT)</li> <li>• Eastwood Tree Services Ltd £3,000 (including VAT)</li> <li>• MB Trees (East Anglia) Ltd @ £4020 (including VAT)</li> </ul> <p><i>Members discussed quotes. , Cllr Gardner proposed, and Cllr Dicker seconded, to instruct Eastwood Tree Services Ltd to accept their quote and carryout the work. Clerk to notify them of instruction.</i></p> <p>5. To discuss HMRC PAYE outstanding liability relating to previous Clerk of £2,456.10.</p> <p><i>Clerk reported findings on this liability, that this will need to be identified in accounts appropriately for audit purposes, investigation ongoing, Chair Powell proposed paying the liability in the meantime, Cllr Reeve seconded.</i></p>
11	<ul style="list-style-type: none"> <li>• To note a summary of correspondence and consider action to be taken where applicable.</li> <li>• <i>Cllr Kingham left meeting 21.03pm.</i></li> <li>• <i>Resident letter dated 06.11.21 regarding planning matter DC 21 05669 was discussed.</i></li> <li>• <i>Resident letter of complaint dated 21.10.21 - re ; removal of items from graves at Lawn Cemetery. Clerk reported on communication and response to this, provided copy of Rules, and items were returned to resident , resident satisfied with the feedback.</i></li> </ul> <p><i>Cllr Powell discussed that there will be amendments made to the Cemetery Rules to update. Cllr Powell requested handover is needed regarding cemetery responsibilities.</i></p>
12	<p>Reports from Committees and Relevant groups</p> <ol style="list-style-type: none"> <li>1. Bramford Playing Field – <i>nothing to report</i></li> <li>2. Loraine Victory Hall - <i>quotes ongoing for repairs for floor refurbishment. Chair Powell suggested using hall from the new year. Cllr Coulson asked if District Cllr Caston has had any news on possible funding from BMSDC. Ongoing.</i></li> <li>3. Bramford Open Spaces – <i>nothing to report.</i></li> <li>4. Footpaths Officer - <i>nothing to report.</i></li> <li>5. Communication Officer – <i>Cllr Coulson will provide some information in newsletter regarding Fisons discussion today, and the village Christmas tree. Members discussed producing a report for the InTouch magazine updating on previous council news.</i></li> <li>6. Tree Officer – Presentation – <i>Cllr Dicker reported around 30 trees for village should arrive by December, confirmed locations for the planting. Suggested a planting day for the village for resident participation. District Cllr Caston asked that consideration be given to safety.</i></li> <li>7. Allotment Officer - <i>Cllr Gardner reported grass cutting undertaken.</i></li> </ol>

13	Date of next meeting: Members are asked to note that the next Parish Council meeting is scheduled for 20 <sup>th</sup> December 2021. 7.00pm at The Parish Room, Ship Lane, Bramford.
.	<i>9.43 pm meeting closed.</i>

*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. 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>
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 No reply received as yet. Cllr Wolton has received a preliminary report, (to report). <i>Cllr Wolton has received a draft copy, still not completed.</i> <i>No update</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. Cllr Wolton still awaits. Chair asked who might be bale to help with shelving, which would need to wait until other work undertaken. <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> <i>Awaiting the painting and prep .</i>
19.07.21	Tree Maintenance	JG	<i>Quotes received see Item 10.4.</i>
	Clarice House – consult traffic expertise	LP	Traffic management engineer advice
15.11.21	Village Christmas Tree	LP	<i>Discussed size, and invitation to resident to decorate. From Community Fund Budget.</i> <i>Mulled wine to be supplied.</i>