

BRADFIELD ST CLARE PARISH COUNCIL**MINUTES OF ANNUAL PARISH COUNCIL MEETING****HELD ON 8<sup>th</sup> MAY 2018 IN THE VILLAGE HALL.**

The Annual Parish Council Meeting was held on 8<sup>th</sup> May 2018 at 8pm in the Village Hall. The Vice Chairman Cllr J Kirk welcomed the following Cllrs; G Thomas, M Newlands and M Hignett, and the Parish Clerk, N Smith. Three members of the public were present along with County Cllr Soons and Borough Cllrs Mildmay-White.

1. Election of Chairman and Vice Chairman.  
Cllr Newlands proposed and Cllr Thomas seconded that Cllr Kirk be elected as Chairman. Cllr Kirk confirmed that he was happy to be appointed as Chairman. Motion carried.  
Cllr Hignett proposed and Cllr Thomas seconded that Cllr Newlands be elected as Vice Chairman. Cllr Newlands confirmed that she was happy to be appointed as Vice Chairman. Motion carried.
2. Chairman and Vice Chairman sign Acceptance of Office Form.  
Cllr John Kirk signed and dated the Acceptance of Office form before the Proper Officer who also signed and dated the declaration.  
Cllr Margaret Newlands signed and dated the Acceptance of Office form before the Proper Officer who also signed and dated the declaration.
3. Apologies – Cllr Walton has resigned from the Parish Council. Clerk will advertise the vacancy so that the Council can co-opt another Cllr.
4. Declarations of Interest – none.
5. Minutes of the meeting held on 13<sup>th</sup> February 2018 were proposed to be a true and accurate copy by Cllr Hignett and seconded by Cllr Thomas, with all Cllrs in agreement. Chairman Cllr Kirk duly signed and dated the Minutes.
6. Matters arising:

Speed Limit Reduction

- (a) Start and end points of speed reduction.

Jane Storey, Cabinet member for Highways and Rural Issues confirmed by email that the limits for the speed reductions are not precisely pin pointed just yet because the Road Safety Speed and Traffic Management Team need to be sure that the sign positioning is suitably visible and not causing any unintended hazard (for example, exposed to damage from passing traffic). She went on to state that it is more a technical interpretation than a geographical one. It is not something that the Parish Council can influence.

- (b) Funding – County Council have given the best approximation of the cost that they can at the present time. This totals £9508.50.

County Cllr Karen Soons has agreed to fund the project out of her Local Highways Budget, less £2,000. That £2,000 will need to be funded by the Parish Council. The

Signed.....

Dated.....

Parish Council has these monies, as the precept for 2018/2019 has been increased to £2750 and they have some reserve monies.

Two lighting units at the junction of Bury Road and Bradfield St George Road

Email from Jane Storey dated 28 February 2018 stated:-

“Apparently the cable that goes up this pole is of a type that can’t be isolated. When it was put up the Power people ran out of the normal cable and so now they can’t isolate it and cant make it “dead” to work on. There was a meeting last week with UKPN and they have agreed to some trenching to go from the main junction to the new pole. UKPN have agreed (now!) that it is at their cost so you should see something happening soon.”

Clerk has raised a preliminary complaint with UKPN to try to ascertain when works will commence.

2 x blocked drains on Bradfield St George Road

Drain 1 – this is the drain that Cllrs went and looked at during last years Annual Parish Council Meeting.

In the time that I have been your Clerk this blocked drain has been reported at least 3 times (and I appreciate that it was reported for some years prior to me becoming your Clerk).

Reporting No: 00153439 – reported on 27 October 2016. On 13 December 2016 the Clerk received an email stating:-

“We are pleased to let you know that, as part of our planned maintenance programme, we will be carrying out work this financial year which will address this issue.”

**No works were carried out. Financial year concluded in April 2017.**

Reporting No: 00170560 – reported on 19 May 2017, and Clerk was advised by email that the relevant Suffolk Highways Team would investigate. Heard no further. This reporting number is no longer on the highways reporting tool.

Clerk reported again under reporting number 00197270 and is on the highways reporting tool at the current time and marked “Under Investigation”.

Clerk has emailed Jane Storey, and asked why the works were not carried out within the financial year that concluded in April 2017 as stated in the email dated 13 December 2016. I have also enquired as to whether SCC have been billed for these works by any sub-contractor as they clearly have not been carried out.

Drain 2 – on the highways reporting tool under report number 00197271. It was reported on 13/02/18 and is marked “Under Investigation”. I have also made Jane Storey aware of this blocked drain.

The blocked drains cause flooding on the road surface and therefore cause a serious hazard to road users on a road that has a current speed limit of 60 mph.

Signed.....

Dated.....

Commemorative plaque

Parishioners have worked hard to replace the commemorative plaque which is situated under the village sign. The Parish Council thank all of those parishioner involved in this project and for providing their time, materials and funds to ensure this project has been completed.

Litter Pick

This took place on 7<sup>th</sup> April 2018. There was a great turn out of people, 23 in total. It was heartening for Cllrs to see so many villagers keen to keep the beautiful village clean and tidy. To all those that helped out your time and help is much appreciated. The Parish Council will organise further litter picks so look out for details in the Grapevine and the village notice board.

Potholes

We continue to report potholes, particularly those that are increasing in size.

## 7. Public Forum:

Parishioner asked County Cllr Soons why some potholes are being filled and then within several weeks the material used to fill them is deteriorating and the pothole appears again. Is this a cost effective way for SCC to spend monies. Why are some potholes within a series of potholes repaired, and others that don't quite meet the matrix but clearly will within a few weeks not repaired. The crew of men would only need to return within a few weeks. Why not save money and repair all at the same time.

County Cllr Soons agreed with the comments made. There was a challenge to the leadership at SCC pending and the outcome of that challenge may result in changes in how the increasing problem of potholes is dealt with. SCC have limited funds. They are currently filling with a temporary material to lessen the number of claims for damage to car tyres etc, and then going back and repairing properly at a later date. Parishioner indicated that he did not think this to be a cost effective approach to the potholes and what measures were in place to inspect the works of the sub-contractors. County Cllr Soon indicated that she was not aware of any SCC Inspector to oversee the quality of work of the sub-contractors.

## 8. Clerk's Report:

- i. consider and approve schedule of items awaiting authorisation prepared by RFO

Received

Precept	2785.00
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Schedule of Invoices awaiting approval

SALC	subscriptions	135.36	397	LGA 1972
Nicola Smith	salary	102.00	398	LGA 1972 s112
HMRC	NI and tax	8.40	399	Inc&Corp Taxes Act
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		<b>245.76</b>		

Signed.....

Dated.....

- ii. to consider a report on the Council's financial position

Balances carried forward from 13/02/18

Business Current Account	2657.77
Add Income Received	2785.00
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	<b>5442.77*</b>
Less Expenditure	245.76
(From Schedule of Invoices awaiting approval)	
<u>Business Reserve Account</u>	143.04

**\* £70.01 (for scanner) remaining from Transparency Code Grant.**

**£2,000 to be put towards the speed reduction implementation in the village.**

- iii. to approve expenditure in 2018-2019

CLlr Thomas proposed and CLlr Newlands seconded the following:-

Grass cutting - Mr Spall - £200

Grass cutting - Mr Morley - £100

CLlr Thomas proposed and CLlr Hignett seconded the following:-

Donation to Grapevine - £80

Donation to PCC for grass cutting - £120

Motions carried.

- iv. to agree the date of an Additional Meeting to consider and approve the Annual Governance and Accountability Return for 2017/2018. 12 June 2018 agreed.
- v. Update on GDPR – SALC had updated that Parish Councils were no longer required to appointed an External Data Protection Officer. Clerk was preparing policies for approval at the meeting on 12 June 2018.

Signed.....

Dated.....

9. Councillor's Reports

Cllr Newlands reported that the litter pick had been a great success with 23 people of varying ages had come out to help with the litter pick. Council agreed that they would like to arrange, if possible two litter picks, in approximately November and May each year. Borough Cllr Mildmay-White indicated that she may be able to assist in obtaining some litter picking equipment for the parish to retain.

Cllr Hignett reported that approximately 4 or 5 weeks ago broadband had gone down, and the telephone lines had been cut off for approximately 6 hours, but broadband had not come on until the following morning.

Having spoken to one of the Engineers it would seem that one of only 50 lines in the cabinet had gone down and it had affected the village. It was repaired now.

10. Date of 2018 Annual Parish Council Meeting to be agreed later in the year.

Date of next meeting – 12 June 2018

Meeting closed: 9.15pm

Signed.....

Dated.....