

BRADFIELD ST CLARE PARISH COUNCIL

MINUTES OF ANNUAL PARISH MEETING HELD ON 9 MAY 2017

The Annual Parish Meeting was held on Tuesday 9th May 2017 at 7pm in the Village Hall.

1. The Chairman, Cllr R Walton, welcomed Cllrs G.Thomas and J.Kirk, together with Borough Cllr Sara Mildmay-White and the newly elected County Cllr Karen Soons. It was noted that no members of the public were present at the Meeting but that some organisations and clubs had provided annual reports to be read out.
2. Apologies for Absence: Chairman reported that sadly Cllr Brian Deacon had resigned from the Parish Council, due to ill health. The Clerk confirmed that a Notice of Casual Vacancy will be put up on the Village Notice Boards shortly, and the Council would be looking to co-opt a Councillor onto the Parish Council. Cllr Newlands had sent her apologies for the Meeting. She was away on holiday.
3. Approve the Minutes of the 2016 Annual Parish Meeting: Cllrs approved the Minutes as a true and accurate record. Chairman signed and dated the Minutes.
4. Matters Arising: Matters such as potholes and a speed limit on the Bury Road were ongoing and were discussed at Meetings throughout the year.

Chairman requested that Cllrs (including Borough and County Cllrs) and the Clerk go and look at the "trench" pothole in the road outside of Mouse House. All parties went to look at this ever growing pothole. Chairman is very frustrated that SCC have still to come and repair this pothole. The yellow road markings that SCC put down to mark it out for filling are now fading. The pothole is getting bigger and more of the road has broken up since it was marked out by SCC. Cars have to travel into the middle of the road, on a bend to get around it and it is becoming very dangerous. County Cllr Soon agreed with the Chairman and she will chase this along with SCC, as she noted that the repairs should have taken place some time ago. Cllrs also went to look at the blocked drain just along from the pothole. Again County Cllr Soon said that she will chase this along. It was noted on walking back to the Village Hall that the vegetation growing up the side of the Anglian Water building (by the Village Sign) is quite overgrown. The Clerk will contact them and ask them to cut it back.

5. Chairman's Report: As with last year's report there has been progress in one or two areas but several issues continue to carry over from year to year.

Footpaths: Generally in good condition but there are concerns over the clearing up of "dog mess" and the odd incidence of 4 wheel drive activity along Sheepgate Lane.

Grass Cutting: The council would like to thank all members of the parish who carry out grass cutting to maintain access ways and the appearance of the village. Our local farmers continue to cut the verges between St Clare and St George to improve visibility and road safety as the schedule for cutting by other authorities is inappropriate to the growing season of rural plants.

Signed.....

Dated.....

Planning: Applications were received and approved for a Menage at Hall Farm, and the demolition of a bungalow at Orchard Cottage to be replaced with a new dwelling and annexe.

Speed Limit and Road Safety: A site meeting was held with the Highways department to discuss the criteria for a speed limit along Bury Road. The requirements that need to be met are strict however there are areas where the criteria for a speed limit could be achieved. A speed survey is to be implemented to determine current traffic levels and speeds.

Broadband: A submission was made to speed up the process for improved Broadband to the village including support from businesses at Overland Business Park. Confirmation has been received that Broadband would be rolled out throughout the village during 2017.

Pot holes: The pothole reporting system via <http://highwaysreporting.suffolk.gov.uk/is> simple and effective to use, but it is still not actively being utilised by parishioners. The serious road break up/trench by Mouse House on Felsham Road and the blocked drain close to the Water Tower have been previously reported many times by the Parish Clerk. Notifications of repairs have been received but to date nothing has been resolved.

Village Crime: A burglary was committed in the village in December 2016 – the burglars have been arrested!

6. Clerk's Report (including update from Suffolk Police website)

The Clerk reported that for the year end 31st March 2017, receipts and balances brought forward was £2,595.16 plus the Precept of £1,700.08. This totalled £4,295.24. The payments totalled £1,451.70 which leaves a balance in hand of £2,843.54.

The Clerk had provided Cllrs ahead of the Meeting a Review of Income and Expenditure for 2016/2017 (Appendix A), and summary of bank account activity as at 31 March 2017 (Appendix B).

The Clerk had looked at the Suffolk Police website and there were no updates available for the Parish since February 2017.

7. Borough Councillor's Report (attached)

8. County Councillor's Report (attached)

9. Reports from local organisations and clubs: Neighbourhood Watch; Women's Institute; Parochial Church Council; Charity for Relief in Sickness; Village Hall Committee and Book Club (reports attached).

10. Date of 2018 Annual Parish Meeting – date to be confirmed.

Signed.....

Dated.....

Appendix A

Review of Income and Expenditure

<u>2015/2016</u>		<u>2016/2017</u>
	Income	
1900.00	Precept	1700.00
58.00	Consuls/Grant	0.00
142.50	Other grants	0.00
0.01	Interest	0.08
2100.51		1700.08
	Expenditure	
480.00	Clerk's Salary	396.80
120.00	HMRC (tax and NI)	62.00
60.39	Clerk's expenses	15.65
0.00	Audit Fee	36.00
158.87	CAS – Insurance	157.08
0.00	ICO Data Protection	35.00
0.00	CAS – website hosting	60.00
129.00	SALC subscription	133.17
200.00	A Spall (grass cutting)	200.00
100.00	R Walton (grass cutting)	100.00
120.00	PCC (grass cutting)	120.00
80.00	Grapevine	80.00
49.00	Village Hall Hire	56.00
30.00	CAS	0.00
21.34	Election costs	0.00
45.80	Picture framing	0.00
1594.40		1451.70

Signed.....

Dated.....

Appendix B**BANK ACCOUNT ACTIVITY****AS AT 31ST MARCH 2017**Cash Book SummaryOpening balances as of 1st April 2016

Business Current Account	2452.20	
Business Reserve Account	142.96	
		2595.16

Add income received 1700.08

Less Expenditure 1451.70

Closing balance as of 31st March 2017 **2843.54**

Bank Reconciliation

Closing balance as of 31st March 2017

Business Current Account 2700.50

Business Reserve Account 143.04

2843.54

Add uncredited lodgements 0.00

Less unpresented cheques 0.00

Balance as per cash book 31st March 2017 **2843.54**

Signed.....

Dated.....