

BRADFIELD ST CLARE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD ON 14 NOVEMBER 2023 AT 7PM IN THE VILLAGE HALL

Parish Councillors present: Chair Cllr John Kirk, Cllrs Paul Foster, Malcolm Hignett, and Alex Duchesne. Parish Clerk, Nicola Sturgeon, present. Borough Cllr Sara Mildmay-White, and County Cllr Karen Soons both present at the meeting. No members of the public present.

1. Apologies for absence: Cllr Partridge sent her apologies for the meeting
2. Declarations of Interest: No declarations of interest.
3. Minutes: consider and approve draft Minutes of meetings on 11 July 2023, 8 August 2023 and 6 September 2023. Cllrs present confirmed that they had read through all the draft Minutes and agreed that they were a true and accurate record of the meetings.
4. Matters arising:

Matter	Update	Any next steps
Planning: DC/23/1317/HH and 1318/LB Oak Apples	DC/23/1317/HH – approved DC/23/1318/LB – withdrawn/abandoned.	No further steps required by PC.
Planning: DC/23/1159/HH Weeping Ash	Approved	No further steps required by PC.
Cleaning of the village sign and bench near it	Clerk put an article into the Grapevine but no responses either for a volunteer or for someone to provide a quote for the works.	Cllr Duchesne confirmed at the meeting that he would be happy to look into cleaning the bench. Review cleaning of village sign in 2024.
Remaining Jubilee monies	There remains £770.98 in this fund and it needs to be used by March 2024. The monies are not held by the Parish Council (held by Village Hall), and as such as not under the power of the PC. The PC have suggested if the monies were not going to be used then 2 grit	PC agreed - the Village Hall hold these monies and it is for them to decide how they are going to spend the monies, but the PC can only suggest that if they are not going to use these monies

Signed.....

Dated.....

	bins which the Locality Officer has said it would be appropriate to use the monies for.	27/2023 on anything else, then the Village Hall may want to purchase 2 grit bins out of the monies. 1 x bin on junction opposite Linden House, and 1 x bin near Hagglesdon House (both of which need replacing).
Speed Limits	Reported within Minutes throughout the year. Ongoing matter.	PC considering how to raise monies. At the meeting a discussion with County Cllr Karen Soons about the approximate sum of £8,000 to be raised. County Cllr Soons thinks that she may be now able to provide £6,000 towards the £8,000 which would leave the PC raising £2,000 over 2 years. <i>Clerk to email County Cllr Soons to get confirmation of the £6,000 contribution.</i>
Defibrillator	In the Minutes of the meeting on 8 August 2023 [Item 4 (a)], Cllrs reported that some parishioners had spoken with Anglian Water and they were currently considering whether a defibrillator could be placed on the fencing and use AW electricity supply. It was also suggested that some defibrillators are being attached to Openreach boxes and could the Clerk look into this.	Anglian Water – have subsequently said that a defibrillator could not be attached to their electrical supply. Openreach – Clerk corresponded with CEO Office who confirmed that they do not agree with defibs using electrical supply from Openreach boxes. <i>Clerk and Cllrs did a recap on all the options that have been discussed over the last year or so, regarding where to place a defib, none of which has been viable options, unfortunately.</i>

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<p>Anglian Water Treatment Plant near the Village Hall</p>	<p>Earlier in the year the PC asked the Clerk to enquire with AW and try to obtain</p> <p>(1) Maintenance and schedule records for the last 25 years, as there is a suspicion that the frequency of emptying has decreased causing the foul odours (do request under a FOI if necessary);</p> <p>(2) Enquire whether the alarm on the aerator pump has been repaired;</p> <p>(3) How many homes in the village are served by the plant?</p>	<p style="text-align: right;">28/2023</p> <p>Correspondence only recently sent and awaiting a response. Will need to see the cost of 25 years records and seek PC approval for expenditure.</p>
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5. County Cllr and Borough Cllrs reports: please see website at bradfieldstclarepc@gmail.com
6. Public Forum:
No members of the public present.
7. Correspondence: (all correspondence has been forwarded to Cllrs ahead of the meeting).
8. PC meeting dates for 2024:

Cllrs considered and approved the following dates for 2024:

- 13th February 2024 – Parish Council Meeting
- 14th May 2024 – Annual Parish Meeting followed by Annual Parish Council Meeting
- 13th August 2024 – Parish Council Meeting
- 12th November 2024 – Parish Council Meeting

In addition, there will be meetings as and when required to meet deadlines ahead of a scheduled meeting, such as planning applications.

9. Precept for 2024/2025:

Following discussion Cllrs approved the Precept for 2024/2025 as follows. It is based on consideration needed for further speed reduction process in the village and funding of that. County Cllr Karen Soons indicated that the cost would be approximately £8,000 and that she could fund £6,000 which leaves the Parish Council to raise £2,000.

Signed.....

Dated.....

EXPENDITURE

Clerk's salary including tax and NI	1750
Admin costs (paper, ink, postage)	30
Audit fee	0
PC Insurance	280
SALC annual subscriptions	120
CAS annual website fee	60
ICO annual subscription	40
Grass cutting (PCC)	120
Grass cutting (Mr Morley)	100
Grapevine costs	100
Village Hall rent for meetings	100
Grass Cutting (Mr Spall)	200
Sundries	100
Highways projects	1000
Election costs (4 yearly parish election costs)	100
 Total	 4100

Precept to be levied for 2024/2025 is therefore £4100. This compares to a Precept for 2023/2024 which was £3335.

For 2024/2025 a Band D property in the village will pay (within their Council Tax Bill) the sum of £57.21 for the year (this compares to £46.97 in 2023/2024, and increase of £1024 for the year). All other Bands will be proportionate to the Band D sum.

10. Clerk's report:

Firstly, Clerk discussed with Cllrs the fact that the former Parish Cllr Margaret Newlands still remains as a signatory on cheques for the Parish Council. It had previously been agreed that Cllr Paul Foster would replace Margaret as the signatory. Cllr John Kirk is the other signatory. However, as Cllr Foster worked full time in a demanding role it had been difficult for him to set aside the time to deal with the change over of signatory.

Clerk had discussed this with Cllr Foster ahead of the meeting and he had no objection if another Cllr wished to become the second signatory in place of Margaret Newlands.

Cllr Malcolm Hignett had indicated that he would be happy to be the second signatory.

Chair Cllr Kirk therefore proposed that Cllr Hignett become the second signatory on the PC bank account alongside himself, and Cllr Foster seconded the proposal. All Cllrs present agreed. Motion carried.

Signed.....

Dated.....

Secondly, Cllrs approved the following cheques for payment:

N Sturgeon	423.54	salary	chq481	LGA1972
ICO	40.00	Data Protection	chq482	LGA1972
CAS	252.74	Insurance	chq483	LGA1972
CAS	60.00	website hosting	chq484	LGA1972

11. Planning:

No planning matters.

12. Cllrs Reports:

Cllrs reported that there had been some anti social behaviour at Pitchers Green, with a 4x4 vehicles repeatedly and deliberately driving over the verges there to churn them up and make it look unsightly.

Do the Parish Council own those verges – no.

Likely that if within the first 1.2 metres from the highway that it is owned by SCC Highways.

Report to local neighbourhood policing team, and to SCC Highways.

13. Date of next meeting: 13th February 2024 at the Village Hall.

Signed.....

Dated.....