

BRADFIELD ST CLARE PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING HELD ON 26 JULY 2022

AT 7PM IN THE CHURCH

The Chairman Cllr J Kirk welcomed the following Cllrs: Malcolm Hignett, Sue Partridge and Alex Duchesne, together with the Parish Clerk, Nicola Sturgeon. Five members of the public present at the meeting. County Cllr Karen Soons attended the meeting. Suffolk Police Community Engagement Office PC Lee Andrews-Pearce also attended the meeting.

1. Apologies for absence: Vice Chair Cllr Paul Foster sent his apologies due to illness. Borough Cllr Sara Mildmay-White sent her apologies as she was at a West Suffolk Council meeting but was available to follow up any WSC matters arising from the meeting.
2. Declarations of interest: Cllr Duchesne declared an interest in item 14 of the Agenda as his family rent land from the Applicant.
3. Minutes: Minutes of Annual Parish Council Meeting on 24 May 2022 were considered. Cllr Partridge proposed that they were a true and accurate record of the meeting and Cllr Hignett seconded.
4. Matters arising:

<u>Matter</u>	<u>Update</u>	<u>Next steps</u>
Grass area at front of Water Treatment Plant.	<p>At meeting on 24/05/22 PC agreed:</p> <p>(a) To assist, for now, in the upkeep of this area. It was agreed to try to manage it as a wildflower area, but with the outside edge mowed so that it looked tidy. If this does not work well then can review at a later date;</p> <p>(b) To ask Mr Spall how much he would charge to mow the outside edge of the grass.</p>	<p>Mr Spall has kindly confirmed to the Chairman that he will not charge any additional fee for cutting this area.</p> <p>It was reported at the PC meeting on 26/07/22 that the area had been cut (not just the outside edge), and that it looked very neat and tidy. Agreed will continue with cutting all of the grass and not just the outside edge.</p> <p>The PC thank Mr Spall for carrying out this grass cutting at no extra charge.</p>

Signed.....

Dated.....

<p>Parishioner enquired at meeting on 24/05/22 whether the PC could assist in any way with a donation to the local food bank. Donations of food have dropped down (cost of living crisis may be having an impact on what villagers can now donate)</p>	<p>Clerk looked at section 137 payments under the Local Government Act which “enables the first tier of government (Parish Council) to spend a limited amount of money for purposes for which they have no other specific statutory power, helping them continue to invest their small share of council tax to support and improve their communities”</p>	<p style="text-align: right;">12/2002</p> <p>PC agreed that they would like to make a payment under section 137 of the LGA in the sum of £50.</p> <p>Cllr Partridge provided the Clerk with details of the food bank charity.</p>
<p>Villager, Mr Clive Leal, was appointed as the village Tree Warden at the PC meeting on 24/05/22</p>	<p>If possible, obtain information about trees in the parish that are subject to Tree Preservation Orders (TPOs)</p>	<p>Borough Cllr Sara Mildmay-White had obtained the map and information about the trees in the village subject to TPOs and Clerk had forwarded this on to the Tree Warden. Clerk has also put the Tree Warden in contact with the Footpath Warden in the village as they may want to work together on some matters.</p>

5. Borough and County Cllrs reports: on the website at bradfieldstclare.onesuffolk.net/
6. Police Community Engagement Officer – PC Lee Andrews-Pearce

The Parish Council were pleased to welcome PC Lee Andrews-Pearce to the meeting. The Chair made enquiries about the ASB Community Survey that had been circulated to some homes in the village (Bradfield St George Road) but not other homes. PC Andrews-Pearce said he had made some enquiries and as he understood it the survey had been in relation to some complaints raised about a vehicle parking on the verge which had resulted in some damage to the road verges. He further understood from the officer who had sent out the surveys that not many returns from the survey had been received, and that it was now no longer a matter they were receiving complaints about.

The Parish Council discussed with PC Andrews-Pearce the issue of speeding vehicles through the village and he agreed that he would get a mobile unit out to areas of the village periodically.

Signed.....

Dated.....

7. Public forum:

Five members of the public were present at the meeting.

The following matters were raised with the PC:-

Street lighting in the village – a villager had sent a ‘proposal’ to the PC ahead of the meeting with regards to having the street lighting turned off in the village. Discussion followed that unfortunately County Cllr Karen Soons was not yet at the meeting and the Clerk had emailed her to see if this was a matter for the PC or instead a matter for SCC to consider. The PC do not own or pay for the street lighting in the village. If the PC did have any say in whether the street lighting stayed on or off, or on for limited hours (going off at 11pm or midnight) then the PC felt that it was only right that they provided all villagers with the opportunity to provide their views on this and that in the first instance an article could go in the Grapevine and/or a survey to each household. However, in the first instance the PC needed to establish whether or not this was a matter for SCC only;

Defibrillator – villager raised this with the PC. He felt that other villagers had one and was it something that this village should also have. Discussion followed and it was agreed that the location of any defibrillator could be problematic. It needs a permanent electric supply for the battery in the defibrillator. The Village Hall is tucked away and whilst villagers would know where it is anyone travelling through the village who needed a defibrillator would possibly struggle to find it. There is also no light outside the village hall that is on all the time (very near neighbours may not want a permanent light there). The Anglian Water Pumping Station was considered and it was agreed that in the first instance the Clerk would make enquiries with them to see if they would agree to a defibrillator being on the Pumping Station and they provide the electrical supply. Clerk discussed the need for volunteers to carry out weekly checks of the equipment, and the ongoing costs of replacement batteries and pads after the initial cost of purchase. The cost of purchasing the defibrillator was also discussed. County Cllr Karen Soons had given monies to the Jubilee celebration and noy all of that money had been used. She subsequently confirmed later in the meeting that the remainder of the monies could be repurposed but that it would need to be agreed with the Locality Monies Officer at SCC and be done by the deadline that the monies needed to be used. It was agreed that further information would be gathered and the matter be discussed further at the next meeting;

A villager raised the issue of increase in dog mess on some of the footpaths in the village and whether it would be possible to install a dog poo bin. Following discussion, it was agreed in the first instance that an article in the Grapevine may resolve the matter if it was a villager, but the Clerk would also try to get some signs from the Borough Council. Matter can be reviewed again if this does not resolve matters.

Signed.....

Dated.....

8. Correspondence (all correspondence has been forwarded to Cllrs ahead of the meeting):
9. Defibrillator – matter discussed within public forum;
10. Village Lighting – matter discussed within public forum;
11. New model Code of Conduct
Following discussion, the Parish Council agreed to adopt the new model Code of Conduct. Once Parish Cllrs have completed and returned to the Clerk she will submit to West Suffolk Council.
12. Audit 2021/2022:
- (i) Certificate of Exemption confirming that the PC had total annual gross income for 2021/2022 in the sum of £2660.02, and total annual gross expenditure for 2021/2022 in the sum of £2531.26. Cllrs agreed these figures with the cashbook for 2021/2022. Responsible Financial Officer and Chairman duly signed;
 - (ii) Annual Internal Audit Report had been completed with no issues raised;
 - (iii) Annual Governance Statement 2021/22 approved by the Parish Council and signed by the Chairman and Clerk;
 - (iv) Accounting Statement 2021/2022 had been completed and signed by the Responsible Financial Officer before being presented to the PC for approval. The PC approved the figures provided which accorded with accounting records for 2021/2022. Chairman duly signed.
13. Cllrs reports: None for this meeting.
14. Planning:
Application DC/22/1238/P3QPA – Site at Elm Green, Elm Green Lane, Bradfield St Clare. Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions)(England) Order 2015 – change of use from agricultural building to dwellinghouse (class C3) to create one dwelling.
Clerk had provided Cllrs with relevant legislation ahead of the meeting. Following discussion it was agreed that within the restrictions of the legislation there appeared no grounds for objection, but clarification should be asked for in relation to the access – where does the lane stop and the boundary start, only adopted to a certain point? Clerk will email planning department.
15. Date of next meeting: It was agreed that the next meeting would be on the 20th September 2022 in the Village Hall.

Meeting closed: 8.20pm

Signed.....

Dated.....