

BRADFIELD ST CLARE PARISH COUNCIL**MINUTES OF MEETING HELD ON 21 JULY 2020 AT 7PM****BY WAY OF VIDEO CONFERENCING**

The Chairman Cllr J Kirk welcomed the following Cllrs: M Newlands, M Hignett, Alex Duchesne together with the Parish Clerk- N Smith and County Cllr Karen Soons. Two members of the public initially present but left before the meeting started as it was explained that item 12 Planning would now be dealt with at the meeting on 11<sup>th</sup> August 2020.

1. Apologies for absence – Cllr Foster sent his apologies due to prior work commitments. Borough Cllr Mildmay-White also sent her apologies to the meeting as it coincided with another meeting.
2. Declarations of Interest – Cllr Duchesne declared a potential pecuniary interest in item 12 of the Agenda. As item 12 was now being discussed at the meeting on 11 August 2020 (as per the emails with the planning department and the Parish Clerk) the potential pecuniary interest will also be declared at that meeting.
3. Minutes – Cllrs considered the draft Minutes of the Annual Parish Council Meeting on 12 May 2020. Cllr Newlands proposed and Cllr Hignett seconded that the Minutes were a true record of the meeting. All other Cllrs present agreed.
4. Matters arising:
  - (i) Speed restrictions – Parish Council have received and paid their share of the costs of this project in the sum of £2,000. County Cllrs Soons has paid the balance (and far greater share) of the costs out of her Highways budget;
  - (ii) Overgrown trees – County Cllr Soons has agreed on this occasion to fund maintenance works to the trees. Appropriately qualified Tree Surgeon has provided a quotation which has been accepted by County Council, but he is unable to do the works at present because of nest birds. Works should be carried out at the end of August/beginning of September 2020.
5. County and Borough Cllrs reports: both available on the parish website at [bradfieldstclare.onesuffolk.net/](http://bradfieldstclare.onesuffolk.net/)
6. Public Forum: (see above, no members of public present at this stage of the meeting)
7. Correspondence: (all correspondence has been forwarded to Cllrs ahead of the meeting)

Signed.....

Dated.....

8. Clerk/RFOs Report:

(i) Schedule of items awaiting approval was agreed as follows:-

N Smith salary	129.62	chq435	LGA1972
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(ii) To consider income and expenditure to date for 2020/2021

INCOME:

Precept:	2439.00
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EXPENDITURE:

N Smith	salary	191.10
A Spall	grass cutting	200.00
M Morley	grass cutting	100.00
PCC	grass cutting	120.00
SALC	subscriptions	140.10
N Smith	expenses (ink/paper)	43.77
N Smith	salary	129.62
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		924.59

SCC contribution to speed reduction scheme 2000.00\*

\* monies built up and in reserve used for this payment.

9. Annual Governance and Accountability Return 2019/2020

- (i) To consider and approve Certificate of Exemption for 2019/2020 – All Cllrs present agreed the terms of the Certificate of Exemption. Annual gross income agreed at £3197.69 and annual gross expenditure agreed at £1627.99;
- (ii) To consider and approve Annual Internet Audit Report 2019/2020 – All Cllrs present considered and approved;
- (iii) To consider and approve the Annual Governance Statement 2019/2020 – All Cllrs present duly approved;

Signed.....

Dated.....

- (iv) To consider and approve Accounting Statement 2019/2020 – All Cllrs had been provided with this and copy bank statement demonstrating end of year figures and the cashbook record in order that they could be satisfied that the accounts accorded with the bank statement. All Cllrs present approved the Accounting Statement 2019/2020.

10. To consider any further possible action regarding the trees on land where the village sign and notice board are located;

Cllr Hignett had provided Cllrs with photographs and a short report prior to the meeting. Following discussion it was agreed that there were both positive and negative issues with regards to a possible “adoption” or more commonly known as registering that area as a Village Green. It would mean that the Parish Council would be assuming responsibility for maintaining it. Cllr Soons agreed to enquire as to whether she could increase the grant monies to cover possible work to a second tree. She also indicated that the Borough Cllr might have some funding available. It was agreed that for now the Chairman and the Clerk would meet to go and look at the trees, they would ask the tree surgeon to carry out an assessment of the trees and outline any that needed immediate attention, but it was to be made clear that the Parish Council did not own the land, were not responsible for maintaining the land, but would consider these measures in light of safety issues in relation to road users both in vehicles or on foot etc if any of the trees needed more urgent maintenance work carried out to them. Once we had an experts opinion on the trees then the Parish Council could consider further. Clerk will update at next meeting.

11. Cllrs reports

- (i) Potholes already on highways reporting tool but they are just in category of the work will be carried out when Highways get to it, but some areas of the highway have extensive potholes. Clerk to take photographs and report again and advise County Cllr.
- (ii) Cllr Newlands enquired about possibility of a Speed Indicator Device or Speed Watch. Clerk advised that Speed indicator Devices (mounted on a post and provide driver with the speed that they are travelling) can only be placed in 30mph areas. It was unclear whether a Speed Watch could be carried out in a 40 mph area and Clerk will liaise with the Police to get a better understanding of how this might operate. County Cllr Soons will make enquiries at another Parish Council as they might have Speed Indicator Device equipment that they are not using.

12. Planning Matter:

- (i) Re-consultation in respect of a planning proposal: Pitchers Green Farm, Bradfield St George Road, Bradfield St Clare. Planning application DC/20/0506/FUL – conversion of barns to form 3 No. dwellings with ancillary accommodation and associated demolition, landscaping and access works (previous application DC/19/0503/FUL). *Since receiving this application and serving the Agenda the Parish Council then received the Listed Building application and agreed an extension of time with the Local Planning Authority to the 12<sup>th</sup> August 2020 by which they could respond to both the full and listed building applications.*

13. Date of next meeting – next scheduled meeting on 11<sup>th</sup> August 2020 at 7pm.

Meeting closed: 8.10pm

Signed.....

Dated.....