

BRADFIELD ST CLARE PARISH COUNCIL

MINUTES OF MEETING HELD ON 9 AUGUST 2016

The Parish Council Meeting was held on Tuesday 9th August 2016 at 7.30pm in the Village Hall. The Chairman, Cllr. R Walton, welcomed the following Parish Councillors – B. Deacon, G. Thomas, M. Newlands, J. Kirk and Parish Clerk, Ms N Smith. There were 4 members of the public present at the meeting, together with Borough Councillor Mrs Mildmay-White.

1. Apologies for Absence: County Councillor Mr T Clements.
2. Declaration of Interest: Chairman declared that he had recently purchased approximately half an acre of land which is attached to his property.
3. Confirm Minutes of Annual Parish Council Meeting held on 10th May 2016: the Minutes were considered and approved by all Councillors as a true and accurate record. Chairman duly signed and dated the Minutes.

4. Matters Arising:

(a) Potholes

Near Mouse House, Felsham Road - reported by both Chairman and Clerk. SCC response was that the potholes did not meet criteria to be filled. The criteria is 60cm length x 60cm width x 5cm depth. The Chairman and Cllr Thomas had measured the pothole it measures 800 cm length x 65-70cm width x 10cm depth. The depth was 10cm even with some infill rubble that had been placed in it. Clerk will email Guy Smith directly with photograph and measurements.

Cockfield side of the Four Seasons on Bury Road- may not be large enough for criteria individually but as a collective series of potholes they are very problematic. Clerk will obtain photographs and email Guy Smith.

Arch Hill railway bridge - Chairman believes that they are currently not large enough to fulfil SCC criteria, but will monitor them.

(b) Speed Limit Implementation – Bury Road

Discussion took place regarding the criteria now required to submit a request to SCC Highways for a speed limit implementation. Discussion took place with suggestions as to how the criteria could be met. Clerk will draft a letter.

5. Police Report: Attached to these Minutes.

Signed.....

Dated.....

6. Borough Councillors Report:

Community Chest Grants. £165,000 specifically for innovative approaches to tackling health inequalities. Applications to be in by Friday 30th September. Other community chest grants to be in then as well.

Operational Hub at Hollow Road approved by full council last week. The council will now start to prepare a full planning application.

As part of the closure of 4 middle schools in the Bury St Edmunds area SCC aim to redistribute as much of the furniture and resources as possible. Priority will be given to local schools but also charities and community groups can benefit. Goods can be viewed by appointment at Hardwick Middle School, Mayfield Road from Tuesday 30th August for approximately 2 weeks. Contact deborah.decova@suffolk.gov.uk

Devolution Suffolk has agreed to go to the next stage and consultation with the public will start this month. 4 Councils in Norfolk have voted not to go ahead with devolution. The Secretary of State will decide whether the proposal goes ahead with just Suffolk or with the Norfolk Councils who have agreed. Both County Councils voted to go ahead. The main sticking point is the proposal to have an elected mayor which the government says is non-negotiable.

To raise aware of the proposed devolution deal for Norfolk and Suffolk there will be an event at the Apex on Saturday 13th August between 10am and 12 noon for members of the public.

Greener Business Grants. Council will match fund businesses up to £1,000 towards the cost of electric vehicles or charging points.

Locality grants £1600 left in my fund. Money awarded to all villages except Bradfield St Clare at present. Please let me know if you have any project or event planned that I could help with.

7. County Councillor's Report:

Councillor Clements sent his apologies, he was unable to attend the meeting due to another engagement. He had however forwarded a Newsletter regarding a devolution poll, the results of which had shown support for greater local decision making in Suffolk.

8. Public Forum:

- (a) A Parishioner brought to the attention of the PC the ongoing problems he is experiencing with Broadband speed and connection. Discussion took place and parishioner provided Clerk with details of speed he is achieving which is between 3.5Mbps to 0.40Mbps. From approximately 4pm onwards speed tends to go down to less than 1Mbps. Downloading films and even audio files becomes impossible. Cllr Newlands, also confirmed that she experiences problems with broadband speed and also connection. She had been in contact with County Broadband, as had the parishioner. Feedback from both parishioner and Cllr Newlands, lead to the Chairman proposing that the PC conduct

Signed.....

Dated.....

a survey of parishioner and possibly local industrial estate at Overland Business Park, and possibly Little Welnetham Village if they do not have fibre Broadband. Once feedback is received from the survey then the PC will write to Community Broadband, BT Openreach and MP Jo Churchill to see if Broadband speed and connection can be improved in the village. Cllr Newlands seconded – motion carried. All Councillors agreed.

- (b) A Parishioner expressed concern about the Social Housing Property in Bradfield St George Road. It has a “For Sale” sign outside of it. Why is it empty and why is it being sold off and therefore reducing the social housing stock? Clerk will obtain details of the legal owner of the property and write to them, if appropriate.

9. Clerk’s Report:

- I. Appendix A
II. Appendix B

The Clerk had sent out to all Councillors the returned Audit from BDO. Cllrs confirmed that they agreed, approved and adopted the audit.

10. Parish Councillors’ Reports:

i. Chairman’s Report:

The Chairman wished to express his thanks to all the local farmers who had once again stepped in and carried out hedge/verge cutting in the village. The roads through the village would have been very dangerous without their help.

The Chairman reported that an “honesty box” had been stolen in the village. It happened at about 11pm and the vehicle was driving through the village from the Bradfield St George direction.

- ii. Cllr Newlands reported that verges along Bury Road are becoming very eroded, and steep, to the point that she is unable to get out of the road and onto the verge when traffic comes along. It can be very frightening when traffic comes along at speed. Any speed limit implementation would be helpful. Clerk will report eroded verges to SCC and see if there are any measures they can put in place to improve this situation.
- iii. Councillors had a discussion with regards to a vehicle that is parked along Bury Road and which can cause drivers limited visibility of the road ahead. Councillors were pleased to note that the vehicle had been parked on the owner’s driveway in recent weeks.

11. Planning Matters: None

12. AOB:

Website

Clerk reported that her partner, Mr Peter Sturgeon, had been working on the Parish Council website together with the Clerk. A draft of the website was with One Suffolk for approval and it should be going live within the next week. The website had all the financial information, Minutes etc to ensure that the Parish Council was complying with the Transparency Code.

Signed.....

Dated.....

The Retired Clerk had secured funding of £142.50 to assist the PC to comply with the Transparency Code, for example setting up of website/ training/additional hours spent by Clerk in setting up the website. Chairman and all Councillors agreed that Mr Peter Sturgeon could be webmaster for the website. Mr Sturgeon was happy to do this on a voluntary basis (no fee paid). Parish Council agreed to provide funding in the approximate sum of £60, for Mr Sturgeon to attend the SALC website course, so that the website could be maintained. Funding would come directly out of the £142.50 set aside to enable the PC to comply with the Transparency Code.

Pension Regulator

Clerk reported that she had received correspondence from the Pension Regulator. The Parish Council as a corporate body is an employer, and the Clerk is its only employee. The terms of the Pension Act 2008 come into force on 1 May 2017. The Clerk had completed the online checklist and advised Councillors that the PC is not currently required to make any pension provision for the Clerk. The Clerk will make the necessary Declaration of Compliance to the Pension Regulator by date they have set, being 2 October 2017.

13. Date of next meeting: 8th November 2016

Meeting closed at 9.15pm

Appendix A

SCHEDULE OF PAYMENTS & RECEIPTS

As at 29/07/16

Balance brought forward from 10/05/16

Current Account	4112.20
Business Reserve Account	142.96
TOTAL	4255.16

Income Received since 10/05/16

Business Reserve Account - Interest	0.01
TOTAL	0.01

Expenditure (movement since last meeting)

		Chq No.	
HMRC	20.00	362	Inc&Corp Taxes Act
N Pitcher – expenses	15.65	363	Local Gvt Act 1972 s112
A Spall – grass cutting	200.00	364	Open Spaces Act
R Walton – grass cutting	100.00	365	Open Spaces Act

Signed.....

Dated.....

BSC PCC	120.00	366	LGA Act 1972
Grapevine/BSC Village Hall	80.00	367	LGA Act 1972
N Pitcher – Clerk’s salary	40.00	S/O	LGA Act 1972 s112
TOTAL	575.65		

Schedule of verified invoices agreed for payment

SALC	Subscription	133.17	368	Local Govt Act 1972
N Smith	Clerk’s Salary (13 weeks)	114.80	369	LGA 1972 s112
HMRC	VAT and NIC	4.80	370	Inc&Corp Taxes Act
TOTAL		252.77		

Appendix B

FINANCIAL REPORT

Balances carried forward from 10/05/16

Current Account	4112.20
Business Reserve Account	142.96
	4255.16

Add Income Received (from Schedule of Receipts)	0.01
Less Expenditure (Movement since the last meeting)	575.65
Less Expenditure (From Schedule of Verified Invoices)	252.77

BANK RECONCILIATION

Current Account	3536.55
Less unlogged cheques	252.77
Plus uncredited loggements	0.00
Business Reserve Account	142.97

Signed.....

Dated.....