

## MINUTE OF A MEETING OF BRANDESTON PARISH COUNCIL

Minute of a meeting of Brandeston Parish Council held on Tuesday 12<sup>th</sup> July 2016 at 7.30pm in the Committee Room of the Village Hall.

**Present:** *Councillors Elson (in the Chair), Kirton, Norman, Duffy, Mitson-Woods and Churchill*

### **1-1617/3 Welcome from the Chairman**

There were no members of the public or representatives from either SCC or SCDC

### **2-1617/3 To receive any Declarations of Interest – there were none**

**3-1617/3 To receive and accept apologies for absence.** Councillor Buckingham sent her apologies that were due to a work commitment, Councillors accepted these.

**4-1617/3 To receive and sign as a true record the minutes of the meeting of 31<sup>st</sup> May 2016** (Circulated) These were signed as a true and accurate record.

### **5-1617/3 Planning Matters**

**a) To consider how the Council responds to minor, uncontentious Planning Applications. Councillors are to discuss establishing a Planning Committee of at least 3 Councillors and to set parameters/powers.**

After a full discussion Councillors agreed to continue to meet to respond to each Application as a full Council. They acknowledged that as long as the Council is quorate this is the best way to continue.

**b) To discuss and decide on a recommendation to SCDC to Application DC/16/2421/FUL from Framlingham College.** The installation at Brandeston Hall linked Portakabins for use as classroom accommodation, to be hired from Portakabin Ltd for a period of 156 weeks. Councillors decided that as the development would not have an adverse effect on the local area, and it is a temporary structure, they had no objections to permission being granted.

### **6-1516/3 Finance**

- a) Financial report from Clerk/RFO *Papers attached*
- b) To consider and adopt Financial Standing Orders. Councillor Duffy went through the NALC Model Standing Orders and highlighted the changes he had discussed with the Clerk. Councillors discussed each point and then resolved that the Council adopt the amended version as it's Financial Standing Orders.
- c) To note 422.45 has been reclaimed from HMRC for VAT paid from 2014 – May 31<sup>st</sup> 2016. This was noted.

### **7-1617/3 Items presented for payment:-**

- a) To sign cheque for £93.03 payable to Darryl Morgan for hosting Brandeston.net for the period 2015-2017. Cheque number 100421 was signed by Councillors Elson and Norman.
- b) To sign cheque for 175.00 to Suffolk Coastal Norse for supplying Dog Waste bin. Cheque number 100422 was signed by Councillors Elson and Norman.
- c) To sign cheque number 100106 for 100+ club prizes for August, September, October and November. 4 months at 35.00 = 140.00. This was signed by Councillors Elson and Kirton.

- d) Clerk's salary 7<sup>th</sup> May to 9<sup>th</sup> July. 9 weeks at 20.00 per week 180.00. Cheque number 100423 was signed by Councillors Elson and Norm

**8-1617/3 To discuss feedback from the Annual Parish Meeting held on 25<sup>th</sup> May 2016**

- a) **Traffic Calming – Councillor Kirton to lead.** Councillor Kirton has been in discussion with the Clerk to Friston PC which is a similar sized village with the same problems with traffic. He then told Council that it needs to find a designated person at SCC to help address the problem. Councillor Kirton stated that David Chenery and Robin Warne are the officers the Council needs to work with to achieve it's aims. The Chairman thanked Councillor Kirton for all his hard work on behalf of the Council. *Papers to support the report are attached.*  
Councillors were unanimously in favour of the Clerk and Councillor Kirton progressing the matter and discovering how the Council can acquire flashing speed reduction signs for the village.
- b) **Faster Broadband – Councillor Buckingham to lead.** There was nothing to report but Councillor Churchill reported that Fram Broadband are to put up a new mast in Worlingworth to improve broadband speed.

**9/1617/3 Triangles at Junctions of Old Maid's Lane/Low Street and Mutton Lane/The Street. Clerk to report back on information request from HM Land Registry.**

The Clerk reported that she had contacted HM Land Registry and received the response that no registration was found to establish ownership. The Council acknowledged the importance of ensuring that the parcels of land should be held by the village in the absence of any other owner. SALC had been contacted and Jim Friend had advised that the Council should act with all urgency to make a claim on the triangles. Once the Council has resolved what action to take the Clerk should contact the legal team at the National Association of Local Councils for help. The Clerk was authorised to progress the matter with a view to claiming adverse possession of both parcels of land.

**10/1617/3 Date of next meeting:** Tuesday 13<sup>th</sup> September at 7.30pm in the Committee Room of the Village Hall. However, if it was necessary to either progress the triangles or the traffic calming a meeting would be called by the Clerk earlier than this.