

MEETING OF BRANDESTON PARISH COUNCIL

The Minute of a meeting of Brandeston Parish Council held on Tuesday 13th September 7.30pm in the committee room of the Village Hall.

Present: *Councillor Elson (In the chair), Councillors Duffy, Kirton, Mitson-Woods and Buckingham. District Councillor Paul Rous and Councillor Robin Vickery from SCC.*

1-1617/5 Welcome from the Chairman. The Chairman welcomed Councillors and introduced Councillors Vickery and Rous.

**The Chairman adjourned the meeting for a public forum with parishioners and to receive reports and discussion from representatives of SCC and SCDC. (reports attached). There were no parishioners and the Council received reports from Councillors Rous and Vickery. When Councillor Kirton outlined his research on traffic control through the village Councillor Vickery promised to allocate money from his Highways Locality Budget to make up a shortfall in funding for speed indicating equipment after District Councillor Hudson's contribution of £1000.00 was taken into account. Councillors expressed their thanks for this generous offer.*

2-1617/5 To receive any Declarations of Interest – there were none

3-1617/5 To receive and accept apologies for absence. Councillor Churchill had informed the Clerk that she was not able to attend due to another commitment. Councillor Norman also sent his apologies via email.

4-1617/5 To receive and sign as a true record the minutes of the meeting of 12th July 2016 (Circulated) The Chairman signed these as a true and accurate record.

5-1617/5 Finance

a) Financial report from Clerk/RFO and a Councillor to sign off bank statements for the period from July to September. Councillors Duffy and Buckingham checked these statements against the Clerk's Financial Report balances and signed them off. The Clerk explained that Barclays Bank has still not been able to authorise the change of Clerk from Mark Hounsell.

b) To discuss continuing to access insurance cover from Community Action Suffolk for Brandeston PC. (*Papers attached*). It was unanimously agreed that the five-year plan from CAS be continued. It was agreed that Brandeston Parish Council should continue to use CAS and cheque number 100426 for 255.26 was signed by Councillors Elson and Duffy.

c) To consider a recommendation from the External Auditor, BDO, for action following an in depth audit. The Register of Assets, as historically presented, does not give sufficient information and should be updated with more specific details. (*Register as amended by the Clerk attached for consideration*). Councillors studied the new register, noted that the film projection equipment in the Village Hall has been replaced, and removed it from the register. Councillors then agreed that the register satisfied them that it accurately located and valued all of the Council's assets.

d) To consider a letter and donation from Mrs Mary Moore regarding the Village Hall gates. The Clerk was asked to write to Mrs Moore to thank her. Mrs Moore's letter suggested that the small gate to the right of the gates should be checked and refurbished. This was agreed by Councillors that the gates be looked at and access through them cleared. It was also agreed that the Clerk ask Mrs Moore to word a plaque to attach to the gates to give a brief history of how her husband, Hector Moore the Brandeston smith, won first prize for the gates at the Suffolk Show in 1960 and gave them to the village in 1961 in celebration of Brandeston winning the Best Kept Village competition.

6-1617/5 Items presented for payment: -

a) Cheque number 100424, issued to Suffolk Association of Local Councils (SALC) for 105.60 (inc. VAT), for the Internal Audit for 2015/6, (Minute 6/1617/(i) authorises), was approved and signed by signed by Councillors Elson and Duffy.

b) Clerk's salary 10th July to 9th September - 9 weeks at 20.00 per week 180.00. Cheque number 100425 was signed by Councillors Elson and Duffy.

7-1617/5 To discuss and decide on further action on Traffic Calming - Councillor Kirton to lead Discussion to include how the Council will fund any scheme that is recommended.

Councillor Kirton stated that he felt the Council is ready to proceed following commitment from SCD Councillor Hudson (Enabling Communities Budget) of £1000.00 and funding to make up the shortfall from SC Councillor Robin Vickery. The PC has to sign up to an agreement that it will undertake to have people trained to use the equipment safely, keep batteries charged and not misuse the equipment. The Clerk suggested that SALC will have a draft agreement that the PC can access. Councillors discussed the merit of spending an extra £200.00 to upgrade to equipment that would produce data, it was decided to do this.

Costs for posts to place the equipment on were discussed and the Clerk will confirm with Area Highways Officer Derek Oldham what this cost is. Councillor Kirton has approached the school to see if the Headmaster would contribute to help make Hall Road safer; although supportive no funding was acquired from the school.

Following receipt from Councillor Kirton of an estimate from Westcotec for the basic equipment of 2925.00 obtained by Councillor Kirton that "That all necessary steps should be taken to obtain speed indicating devices to be placed at 2 locations in the village using money from Councillor Hudson with Councillor Vickery making up the shortfall". Councillors authorised Councillor Kirton and the Clerk to produce a formal written request on Council headed paper, with details of costings, to be emailed to Councillor Vickery.

8/1617/5 Triangles at Junctions of Old Maid's Lane/Low Street and Mutton Lane/The Street. Clerk to report back on advice received from the legal officer at the National Association of Local Councils (NALC) on progressing the Council's plan to register title to these triangles of land. (Attached)

The Clerk advised that she felt the Council had sufficient grounds to apply for Title to the parcels of land. Councillor Mitson-Woods offered a bench to place on the Mutton Lane junction triangle to consolidate the claim. This was accepted and he was authorised to place and secure a bench near the village sign on behalf of the Council. The Council resolved to "Formally apply to the Land Registry to claim Title to the triangles of land at the junction of Mutton Lane/The Street and Old Maid's Lane/Low Street".

Councillor Buckingham offered to help with wording and completing an application to the Land Registry and she was authorised to carry this application forward.

9/1617/5 Highway Matters

a) To discuss measures that need to be taken to ensure road signs are safe and visible. It was agreed that Councillors would continue to clean and do minor repairs to road signs and would keep foliage from obscuring the signs. The Clerk reported that Derek Oldham had advised that Councillors could do this but should take appropriate risk assessment measures and not dig into soil beneath signs as there maybe underground hazards.

b) Winter gritting. Councillors discussed what can be done at Manse Hill in adverse weather conditions to prevent accidents. It was decided that the gritting lorries do salt the Street and continue down Manse Hill. On advice from Derek Oldham it was decided that the corner at the bottom of Manse Hill is not safe in icy conditions for a person to be spreading grit by hand. Relying on SCC gritting service should suffice.

c) To identify where salt needs to be placed and if more bins need to be provided. At present there are bins at the Queen and in Mill Lane near the junction with the Street. Councillor Buckingham proposed that the Council explore the possibility of providing another grit bin. This was seconded by Councillor Duffy. This was carried unanimously.

10/1617/5 Faster Broadband - To receive update/report from Councillor Buckingham on progress so far.

Councillor Buckingham updated members on progress so far. Superfast Broadband will be available from 2019, but there appears to be no guarantee of speed in roads off the main Street. Fram Broadband are erecting a tower in Worlingworth. (Full report to be attached) Cllr Buckingham reported that there was no further update from Suffolk Better Broadband on a likely date for super fast being made available in the village. Our scheduled time remains 2017 - 2019, subject to last minute changes which could pull our date forwards or backwards. When it does arrive, many homes will be able to access FTTP (Fibre To The Premises, as opposed to only as far as the green cabinet), with speeds of up to 330Mbps. SBB is still working to its target of 98% coverage by 2019 (that's 98% of households, not geographical area). More information (including a coverage checker) can be found at www.betterbroadbandsuffolk.com

Sean Quinn's local offering of leased broadband availability (as outlined at the Annual Parish Meeting in May), is still moving forward but no date or price available yet. FramBroadband is finalising its plans for the Worlingworth mast and should have the planning application submitted in the next 10 days. They will know more about availability a couple of weeks later. They will keep me posted on developments.

11/1617/5 Date of next meeting: Tuesday 15th November at 7.30pm in the Committee Room of the Village Hall. Councillor Mitson-Woods reminded Councillors of the SALC area meeting on September 19th at which the Planning Officer for SCDC will speak and take questions. He stressed the importance of this.

**Not part of the Minute but a note of the discussion.*