

BRANDESTON PARISH COUNCIL

Clerk: Mary Mitson-Woods 01728 684026 parish.clerk@brandeston.net

Dear Councillors

You are requested to attend a Meeting of Brandeston Parish Council to be held on **Tuesday 13th November 2018 at 7.30pm** in the committee room of the Village Hall.

Please use the back door that leads directly into the meeting room as the main hall will be in use.

Members of the public are most welcome to attend and may speak during the public forum.

Planning Application papers will be available before the meeting. Plans for Item 4/1819/11 will be available from 7pm.

Signed:



Mary Mitson-Woods
Clerk and Responsible Finance Officer
7th November 2018

AGENDA

4-1819/1 Welcome from the Chairman

4-1819/2 To receive and accept apologies for absence

4-1819/3 To receive any Declarations of Interest

4/1819/4 To receive and sign as a true record the minutes of the Meeting held on 11th September 2018 (*Circulated and on website*)

4/1819/5 Public Forum where any elector may bring matters to the Council's attention. Note that the Council's Standing Orders allow for a period of 15 minutes for the forum and each person may only speak once for 3 minutes.

4/1819/6 Report from County Councillor Robin Vickery

4/1819/7 Report from District Councillor

4/1819/8 Financial Reports (4 Papers)

- a) Bank reconciliation for Barclays Account Parish Council Account at 04/10/2018
- b) Bank reconciliation for Barclays 100+ Account at 04/10/2018
- c) To report receipt of Councillor Vickery's Locality Fund grant of £1000.00 on 11th October 2018.
- d) To compare Performance Against Budget for 6-month period to end September 2018.
(*attached*)

- e) To prepare the budget for 2019/20 using the above figures. To consider new items for 2019/20 requested by Councillor Mitson-Woods, additional dog waste bins and to report back from a presentation in the Village Hall on a defibrillator. Additionally, to include posts for the village triangles. Clerk to present draft budget paper (*attached*)

4/1819/9 Authorisation to Pay

- a) To authorise the Clerk's salary for period 8th September to 9th November 2018. 9 weeks at £30.00 = £270.00
- b) To authorise payment to the Clerk for HP 302XL Black Cartridge for PC printer for £28.00
- c) To authorise payment to Richard Martin for mowing the Mutton Lane triangle for 2018 season. 11 cuts at £10.00, £110.00
- d) To authorise payment from the 100+ account for lottery licence for 2019 £20.00
- e) To authorise Prize money for the 100+ Club Christmas Draw £185.00
- f) To note pre-authorized payments to Action Play and Leisure: 100+ Account 30469599 £1500, and Parish Council Account £1500.00.
- g) To note receipt of grant of £1000.00 for work on zipwire from Councillor Vickery's Locality Budget.
- h) To note cancelling of cheque number 100441 to Land Registry and reissuing to HM Land Registry at the request of Councillor Buckingham

4/1819/10 Oral Reports from Councillors

10.1 GDPR update - clerk/Councillor Duffy

10.2 Traffic calming/Road safety/Highways – Councillor Kirton

10.3 Village Triangle acquisition – Councillor Buckingham

10.4 Superfast Broadband – Councillor Buckingham

10.5 Footpaths/Litter – Councillor Churchill including update on Footpath 4

10.6 Tree Officer – Councillor Norman

10.7 Police Liaison – Councillor Duffy

4/1819/11 Bus Shelter

To discuss how the shelter can be kept clean and in good order.

4/1819/12 Planning Matters

To consider a response to DC/18/4271/FUL Bracken House, Mill Lane, Brandeston for Mr Scott Bange. Proposed side extension forming annexe. (*Timescale for response extended by SCDC*)

4/1819/13 Neighbourhood Plan

To consider whether Brandeston should produce a Neighbourhood Plan following the Parish Meeting in August 2018.

4/1819/14 To note agreement between Brandeston Parochial Church Council and Brandeston Parish Council for the future maintenance of the War Memorial by Brandeston Parish Council. To authorise a cheque for £500.00 payable to Brandeston PCC for a share of the refurbishment of the War Memorial.

4-1819/15 Date of next meeting: Tuesday 8TH January 2019

Councillors to submit matters for the agenda by end of day Friday 28th December 2019.