

BRANDESTON PARISH COUNCIL

Clerk/RFO: Catherine Bacon 01728 684327
parish.clerk@brandeston.net

Dear Councillors

You are requested to attend a Meeting of Brandeston Parish Council to be held on

Tuesday 14th January 2020 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.

Signed

Catherine Bacon
Clerk/RFO

AGENDA

11/1920/1 Welcome from the Chairman

11/1920/2 To receive and accept apologies for absence

11/1920/3 To receive any Declarations of Interest

11/1920/4 Public Forum

11/1920/5 To receive and sign as a true record the minutes of the Meeting held 7th January 2020
(Circulated and on website)

11/1920/6 Declaration of vacancy on the Parish Council. To authorise the process of filling the vacancy.

11/1920/7 To consider electing a Vice-Chairman

11/1920/8 Report from County Councillor Vickery

11/1920/9 To receive a report from East Suffolk Councillor Cooke

11/1920/10 Financial Matters – Clerk/RFO

- a) Bank reconciliation for Parish Council Account (*Reconciliation sheet attached*)
- b) Bank reconciliation for the 100+ Account (*Reconciliation sheet attached*)
- c) To authorise payment of Clerk expenses (£97.36+£8.26)

- d) To authorise payment of Clerks Salary (months Nov-Dec)
- e) To authorise payments to Birketts (£330+£66)
- f) To authorise transfer of £20 from PC account (00186686) to 100+ account (30469599)
- g) To authorise the transfer of funds from Barclays PC account (00186686) to HSBC account (51541412)
- h) To authorise the transfer of funds from Barclays 100+ account (30469599) to HSBC 100+ account (02474506) and closure of Barclays accounts
- i) To nominate a replacement signatory for former Cllr Buckingham

11/1920/11 To finalise budget and set Precept for 2020/21 (Draft Budget attached)

11/1920/12 Village Road Signs; to resolve to apply for grant aid

11/1920/13 Maintenance of bus shelter and village noticeboard

- a) Update from Cllr Fletcher regarding the state of woodwork of bush shelter
- b) To authorise the purchase of materials
- c) To set a date for working party

11/1920/14 Greener Brandeston

- a) Report from Councillor Baker regarding implementing TerraCycle Recycling Programme at BVH
- b) Tree Planting; reports from Cllr Baker regarding contact with school and Clerk re footpath map and SCC tree officer

11/1920/15 Oral reports from Councillors from their area of responsibility.

11/1920/16 To create a working party to create surveys for village circulation regarding Neighbourhood Planning and Heritage Signs

11/1920/17 To resolve to exclude members of the public using the power of the Public Bodies (Admission to Meetings) Act 1960 to discuss sensitive matters, namely the Mary Revett Trust

11/1920/18 Date of Next Meeting 10th March 2020, 7.30pm, Brandeston Village Hall

Councillors to submit items to the Clerk by Thursday 27th February