

BRANDESTON PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 12th December, 7.30pm, in Brandeston Village Hall.

Present: Councillors Summers (in the Chair), B Baker, P Baker, Bange, Locke & Williams

9/22-23/1 Welcome from the Chair. The Chair welcomed Councillors to the meeting.

9/22-23/2 To Receive and Accept Apologies for Absence. DC Freeman

It was resolved to accept the apology.

9/22-23/3 To Receive any Declarations of Interest. None.

9/22-23/4 Public Forum. Two members present. Parishioner Nick Hayward spoke about the new traffic calming measures in Easton. Regarding them as ineffective, presenting hazards & obstructions to road users, urbanising the village and the unjustified cost. He asked the PC to canvass the Parishioner opinion before considering any similar measures. Cllr Baker responded, stating that the Parishioners of Easton had been balloted as to what they wanted to spend the CIL monies on, the response was overwhelmingly in favour of traffic calming. Cllr Baker stated that this was what the democratic process was for, there was general agreement. The Chair added that if the PC was to ask the Parishioners if they would like to explore having Traffic Calming measures, the next step of the process could be to appoint a Highways Survey/Consultant to advise on various options for a scheme, so the Parishioners could be fully informed of the implications/what is involved prior to voting for/against the measure(s). (The Parish would have to fund any traffic calming measures. Sleeping policeman cost £12k-£13k.)

9/22-23/5 To receive and sign as a true record the Minutes of the Parish Council Meeting held on 7th November.

Agreed by all that the minutes should be signed by the Chair.

9/22-23/6 No report from County Councillor Bryce.

9/22-23/7 No report from East Suffolk Councillor Freeman.

9/22-23/8 No nominations received for the vacant Councillor position. Cllrs to try and recruit.

9/22-23/9 Update on Recruitment of a new Parish Clerk, nothing of note to report. Cllrs to proactively seek to recruit a Clerk.

9/22-23/10 Finance – Cllr P Baker in absence of an RFO

a) Bank Reconciliation for the Parish Council Account.

b) Bank Reconciliation for 100+ Account.

c) Identification, review & allocation of Reserves:Expense Group

d) Further consideration/amends of the Precept Budget for 2023-2024

Cllr Williams to return the Precept Budget form by 28th January 2023. Cllr Williams to arrange to have the Internal Audit addressed.

e) Approve payment of invoices to Locum Clerk for Clerical Services.

f) Voucher – proposal withdrawn.

g) Salary increase back dated for the previous Parish Clerk – approved.

h) Pension return – checked by Cllr Williams.

i) AGAR form – Cllr P Baker confirmed that this has been sent to & received by PK Littlejohn.

j) SALC invoice for payroll – part credit note received.

k) Insurance – a couple of alternative options available for next review in Autumn 2024.

Chairman's Initials

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9/22-23/11 ACV Update

The Queen & the land to the front both to the left & right is now registered as an ACV. The Parish Council agreed to seek advice from ESC as to the on-going permitted use of the Queen now it is closed.

9/22-23/12 GDPR – Update & Risk Assessment

Cllr Bange reported that the Parish Council section for the website has been updated, checked and is ready to go live, this was agreed. Just one more Cllr left to activate their PC email address.

The ICO Model Publication Scheme is now in place on the website, this version will continue to be used until the ICO make further changes. Cllr Bange to inform the ICO that the PC are using their Model Publication Scheme.

GDPR Cycle will continue throughout 2023.

9/22-23/13 Parish Council Health & Safety Risk Assessment. On-going.

9/22-23/14 SID repair – agreement to repairing SID total cost i.r.o £1050. Cllr B Baker.

9/22-23/15 Highways update. Cllr Summers

- a) Corner at the bottom of The Manse hill, Highways have asked the Landowner to reduce the height hedge by 1m to improve visibility. Additional warning marking could be made on the road however, Highways do not have the budget for these, the PC would have to fund any markings.
- b) The Chair update the PC regarding email communications from a Parishioner regarding the speed of vehicles and their wish for Traffic Calming Measures.

9/22-23/16 Bridge update. Cllr Summers

The bridge by the school will be installed late March/early April.

9/22-23/17 Oral Reports.

Cllr Locke mentioned that having reported repairs required to Footpath gates & signs on several occasions that no progress had been made. It was agreed that Cllr Locke would chase these by making direct contact, to request a meeting in the Parish early 2023.

The PC also require the 'Beware of Bull' signs to be removed when there is not a bull in the field.

Cllr Baker is doubtful that Suffolk Archives will take the boxes of PC Records from the Chapel, on-go

Date of next PC Meeting, Monday 9th January 7.30pm, Meeting Room, Brandeston Village Hall.

Chair signature.....

Date.....