

Brandeston Parish Council

MINUTES

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Minutes for the meeting of Brandeston Parish Council, held at 7.30pm on Monday 11th November 2024 at Brandeston Village Hall.

Attendees: Councillor Summers (Chair), Councillor Baker (Vice-Chair), Councillor Locke, Councillor Day, Councillor Ives, Councillor Randell, Parish Clerk and 3 members of the public.

- 11/11/1 Apologies and approval of absences - None**
- 11/11/2 To receive Declarations of Interest - None**
- 11/11/3 To consider requests for dispensations - None**
- 11/11/4 To resolve that the minutes of the meeting of the council held on 9th September 2024 are a true and correct record - Approved**
- 11/11/5 To receive Progress Reports for information**
- a. PROW – Fly tipping reported for removal. A meeting with Tuckwells has been arranged to discuss ditch clearing; the ditch behind the Lees is responsibility of the houses. Ditch at the side of Rose Farm Barn to be further discussed.
 - b. Flooding – A Councillor attended SCC Flooding Forum. It was advised that investigations are ongoing to identify causes and make recommendations to land and property owners to minimise future flooding impact. An online guide will be available at the end of the year for further information as well as community data collection and support for communities. Grants available up to £5,000 for those properties at risk of flooding with further information [here](#).
 - c. SID / Traffic calming Cllr Smith now holds responsibility for the battery and management of the SID. Cllr Smith to confirm the frequency of moving the SID to ensure compliancy.
- 11/11/6 Public participation session (15 minutes) to include Police, District and County Councillors Reports.**
- Logs and debris reported by MoP to be causing possible obstruction of the watercourse by the ford and footway bridge on the bridleway at the eastern end of the village. Councillors agreed to contact the Environment Agency to request action.
- To request update on the likely timing of Reference: APP/X3540/W/24/3342873 being decided.**
- [E Bryce Report](#)
- 11/11/7 To consider planning applications**
- (a) [DC/24/3062/FUL - The Priory Earl Soham Road Brandeston Woodbridge Suffolk IP13 7AU](#) – No comments; proposed and seconded.
- 11/11/8 AGAR**

It is noted that the approval of Audit is outside of the timeframe prescribed by PFK; but an extension was sought by Council due to staffing issues which limited the effective completion by 1st July 2024.

- a. Notice of Conclusion of Annual Audit and Excise of Public Rights for the Year Ending 31st March 2024 on 11th October 2024
- 11/11/9 Policies**
- To approve the (a) Financial Regulations and (b) Standing Orders for Brandeston Parish Council
- [\(a\) Financial Regulations](#)

(b) Standing Orders

(a) Proposed and seconded – approved

(b) Proposed and seconded - approved

11/11/10 Donations and Grants

The parish council are able to accept donations under LGA 1972 s139 - the power to accept gifts. Details of CIL spending: [CIL](#).

Playground, chapel and road repairs would fall under LGA 1972 sch.14 para27; Public Health Acts Amendments Act 1890 s.44; Open Spaces Act 1906 ss.9 and 10 s137 (which is capped at £10.81).

Grants are available specifically for Christian places of Worship: [here](#) and [here](#).

Clerk to look for specific grants in relation to non utilised places of worship for grant monies.

Funding for playgrounds: [here](#) there is also an Enabling Communities Budget from ESC [here](#).

Councillors to consider implementing a Grants and Donations Policy - **Proposed and seconded.**

11/11/11 To consider any Audit Action Log updates

[Action Log](#)

11/11/12 Finance

(a) To receive [Finance Report](#); to include:

- i. Bank Reconciliation
- ii. Budget to Actual
- iii. Receipts and Payments since last meeting

(b) To authorise payments as listed below:

- | | |
|--|--------------------------------------|
| 1. SALC Payroll | £27.00 - approved |
| 2. Play Safely – ROSPA | £108.00 - approved |
| 3. Clerk Training – Budgeting approved | £17.50 (shared cost with Wilby PC) – |

(c) To note the [Local Government Services Pay Agreement](#)

11/11/13 Brandeston TPO's

The Clerk contacted ESC and forwarded their response to Councillor Ives with regards to next steps – Cllr Ives has had some contact from ESC. He will chase further with Nicolas Newton for more information.

The trees are sited at the gateway to the village, on the left hand side as approached from Earl Soham.

11/11/14 Motion to approve the Clerk's contract – confirmation of annual leave and mileage.

11/11/15 Items for consideration for inclusion on the next agenda

Environment Agency/River Authority update

100 Club

11/11/16 Date of next meeting

To confirm the date of the next meeting, scheduled for Monday 9th December for the full Parish Council meeting