

BRANDESTON PARISH COUNCIL

Minute of a Meeting of Brandeston Parish Council held on Tuesday 28th November at 7.30pm in the committee room of the Village Hall.

Present: *Councillors Buckingham, Churchill, Duffy, Elson (in the chair), Kirton, Mitson-Woods and Norman. In the absence of the Clerk Councillor Buckingham took notes to prepare a Minute.*

5/1718/1 Welcome from the Chairman

The Chairman opened the meeting for a forum with parishioners and to reports and discussion from representatives of SCC and SCDC. Neither Councillor Vickery nor Rous were present.

5-1718/2 To receive any Declarations of Interest: There were none at this point.

5-1718/3 To receive and accept apologies for absence: Apologies were received from Councillor Vickery and the Clerk who was with a seriously ill relative.

5-1718/4 The Minute of the Meeting of the Council held on 12th September 2017 was accepted and signed as a true and accurate record of the Meeting.

5-1718/5 Finance

The RFO reported on the Council's finance and the BDO 2016/17 audit. An Issues Arising Report (IAR) highlighted a discrepancy between two columns of one pound, the result of a decimal point being rounded down in one and up in the other. The IAR requires that the Clerk reports this to Council and avoids minor errors in future. The Annual Return has been signed by the Auditor and displayed on the Notice Board. The Clerk/RFO had prepared a financial report and bank reconciliation (*attached*) to show a balance of £3394.05 in the PC Account, after cheques issued this leaves an available balance of £2940.85. The receipt of the second half of the Precept £1200.00 has been received. A balance of £784.44 is in the 100+ Account and after Jan, Feb and March prizes and the annual lottery licence are paid out. £659.44 is projected to be available at end of year.

The following payments were authorised from the PC Account: -

- BDO for Audit 2016/17 100.00 + 20.00 VAT
- Richard Martin grass cutting – 16 cuts at £10 £160.00
- SALC seminar on DP Reform £11.00 + 2.20 VAT £13.20
- Clerk's salary from 8th September to 1st December (22/10/2017 – 23/11/2017 omitted) 8 weeks at £20.00 £160.00

100+ Account

- SCDC Lottery Licence 2018 £20.00 SCDC Lottery licence.
- To note retrospective payment from 100+ Account for playground £1009.00 (£840.83 + £168.17 VAT)
- To note payment from Parish Council account for playground £600.00 (£500.00 + £100.00 VAT). £500.00 (grant previously approved)

5/1718/6 Budget for 2018/19

Councillors discussed the draft budget paper from the Clerk in preparation for setting the Precept for 2018/19. Councillors discussed raising payment to the Clerk given the large amount of work she does for the Council which is still unpaid. Brandeston Parish Council continues to be very grateful for the amount of 'pro bono' work which she has always done for the Parish Council but felt that an increase in her payment was timely and appropriate. It is also likely that the trend of her workload

will continue to rise with the increasing responsibility being passed to Parish Councils from government organisations and elsewhere.

Councillor Mitson-Woods declared an interest in the discussion on the Clerk's Salary and retired from the meeting. Councillors agreed to an increase in the clerk's salary from £20 to £30 a week. It was resolved that the Clerk's salary is increased from £1040 to £1560 per annum. The Chairman amended the proposed budget from £1040 to £1560 to reflect this. Councillors discussed all the remaining items listed in the draft budget and confirmed the figures as shown. Additionally, another £100 for was put in the budget for the War Memorial.

The accounts include £1000, the remainder of a SCC grant that has been earmarked for the Manse Hill Corner and £500 committed to the War Memorial restoration. This reduces the available balance by £1500.00.

It was resolved that, with the changes minuted above, the budget for the year 2018/19 be adopted with an expenditure of £3606. It was further resolved that Brandeston Parish Council demands a Precept from SCDC for 2018/19 of £2400.00. This represents no change from 2017/18.

5/1718/7 Faster Broadband update – Councillor Buckingham

Councillor Buckingham gave an update on the visible progress observed in the village this week, involving fibre being connected to the majority of properties. The email update Councillor Buckingham had received from Suffolk Better Broadband this week suggested August 2018 is still the timescale for switch on. She also noted that the Suffolk Better Broadband website is still incorrectly showing September 2017 for its completion date. Councillor Buckingham canvassed colleagues for other postcodes which were not listed in the email she had received from Suffolk Better Broadband and she will follow up on plans for these others:

IP13 7JU (Brandeston Road Kettleburgh): 4 households

IP13 7BT (Friday Street): 14 households?

IP13 7AR (Mutton Lane): 22 new households?

Councillor Buckingham committed to keep in touch with Suffolk Better Broadband and lobby for an earlier date than August 2018 for switch on for the majority of the village and for these remaining postcodes to be included, either as part of the SBB work plan or via Suffolk Coastal's alternative (wireless) strategy for hard-to-reach properties. Councillor Buckingham is in contact with Wil Gibson at Suffolk Coastal on this matter.

5/1718/8 Highway Matters

Councillor Kirton reported that SID has been moved as planned between the two sites in the village but with a few absences/holidays etc. no stats have been taken from it as yet. This will be done as soon as time permits.

Councillor Duffy reported that a car was stolen during the night in Brandeston a few weeks ago. The vehicle was (apparently) left open but no keys in it. A few Councillors had received the same alert via the Suffolk Police Connect alert system.

Councillor Kirton reported that another accident at Manse Hill had occurred two Sundays ago when a car went through the hedge. The driver was unhurt. The Parish Council reflected on the fact that they had not had a reply to the previous letter sent to Suffolk Highways which suggested that chevrons were needed at this bend in the road. The meeting agreed to send another letter expressing its disappointment at having had no reply and mentioning this latest accident. The Clerk

to be instructed to write on behalf of the parish council citing the case/crime number given to this latest incident by the Police.

Council had been advised by Suffolk County Council that grit/sand mix would no longer be deposited in the village without the proper receptacle for it being in place. SCC would no longer simply deposit piles of salt/grit. All Councillors were put on an authorised list (as required by SCC) which entitled them to distribute the grit/sand locally. However, a few piles have randomly appeared recently, not in the allocated bins. Agreed to use/distribute as required.

5/1718/9 Village Triangles

Councillor Buckingham provided an update on her work to achieve ownership of these two pieces of land via adverse possession, in order that the land becomes an official asset for the village, to help safeguard and protect it from vehicle damage and so that the Council's insurance can be applied to protect those who litter pick/maintain this land on behalf of the parish. Councillor Buckingham had completed the task as far as she was able at this stage and had emailed it to Councillor Norman who will discuss it with his daughter, Holly, who has had legal training and had kindly offered to look over the paperwork and advise on any further content needed, before it is sent off to HM Land Registry. Holly will liaise with Councillor Buckingham as required.

5/1718/10 War Memorial

Chairman has met with Christopher McArthur, Chair of the Parochial Church Council, to discuss a £500 donation towards renovation costs by Brandeston Parish Council. They discussed the possibility that Brandeston Parish Councillor might be willing to take on ownership of the memorial. SALC has advised that this might not be appropriate (given the amount of work involved) and that perhaps an official agreement that Brandeston Parish Council maintains the memorial whilst leaving ownership with the Parochial Church Council would be better.

5/1718/11 Nuisance dogs

The Chairman gave an account of a local household with unruly and noisy dogs which escape and have been known to kill chickens and to bite. Villagers to be aware and report criminal damage or injury to the appropriate authorities in the usual way.

5/1718/12 Date of next meeting: Tuesday 9th January 2018 in the Committee Room of the Village Hall.