

Brandeston Parish Council

Minutes of the meeting held on the 11th September at 7.30pm

Present: Councillors Summers (Chair), P. Baker, Locke .and Randell. 30 members of the public were present at the meeting.

23-24/1 The chair welcomed everybody to the meeting.

23-24/2 There were apologies for absence from Councillor B. Baker and the Parish Clerk.

23-24/3 There were no Declarations of Interest

23-24/4 The minutes of the meeting of 10th July were agreed unanimously and signed off by the Vice Chair.

23-24/5 Co-Option

Mr Mike Smith stood for one of the two 'casual' vacancies and was unanimously voted for co-option.

23-24/6 Public Forum – topics raised:

- (i) The whereabouts of the bench from the green triangle, Mutton Lane.
Response: The PC will investigate.
- (ii) Do the CCTV cameras at The Queen comply with lawful use?
Response: If a PC responsibility, the PC to look into the lawful use of CCTV.
- (iii) The position of the 30 mph speed signs on The Street, approaching Brandeston from the Earl Soham direction.
- (iv) The position of the 30mph speed signs on the The Street, approaching Brandeston from the Kettleburgh direction.
Response to iii & iv: The PC are to broadly look at the 20s Plenty scheme together with possible options/costs for traffic calming measures, this may include consideration of 30 mph zone.
- (v) The maintenance of the footpath between Brook Farm and Mutton Lane.
Response: In hand.

23-24/7 The Queen

- ESC has removed the recycling bins from The Queen. The Village Hall Committee is not able to facilitate the bins within the curtilage of the Village Hall (insufficient access & turning area and sub-base of parking area for a refuse vehicle, glass near playground area). An alternative location is to be sought with adequate turning space for the refuse vehicle. Suggestions required from the parishioners.
- On 28.07.2023 ESC confirmed that a complaint had been raised regarding the use of the premises as purely residential and, that ESC were to arrange an inspection of the premises and further updates will be issued. The inspection was carried out on 08.08.2023.

23-24/8 Finance

The Parish council and the 100+ accounts as of 5th August 2023 were £14628.25 and £2489.67 respectively. The RFO will give a quarterly report at the next meeting.

23-24/9 Clerk's Contract

Approved. The PC will have to pay for SALC payroll

23-24/10 Governance

The Council approved & adopted for publication:

- a) Standing Orders (annual review)
- b) Code of Conduct
- c) Advertising Exercise of Public Rights
- d) Internal Audit completed by SALC.

23-24/11 Insurance 2023 / 2024

The quote for the renewal of the Insurance was considered and approved.

23-24/12 Training

The Clerk has completed 2 modules of Training and Cllr Randell is booked to attend courses in November and December.

23-24/13 Risk Assessment

Cllr Randell gave an update on Risk Assessment, making good progress to ensure we are compliant in all areas and, working well with the Village Hall committee.

23-24/14 Updates from Councillors

- (i) Cllr Locke reported that the funding for Quiet lanes is coming to an end. It was agreed that the height of the signs for the lanes is to be reduced.
- (ii) Application DC/23/309/FUL for replacement buildings to be considered by the Cllrs, on this occasion, Cllrs to inform the Chair of their decision by email.
- (iii) Application for the Care Farm, Kettleburgh - agreed that Cllr Randell would forward comments regarding the PC objection to the application to the Chair for submission.

23-24/15 Road Safety

- a) SID update – next meeting.
- b) 20s Plenty – next meeting.

23-24/16 C.Cllr Bryce gave a short report.

Date of next PC meeting, **Monday 9th October 2023 at 7.30pm**, Brandeston Village Hall