

BRANDESTON PARISH COUNCIL

Clerk: John Spacey

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Minutes of the Meeting of Brandeston Parish Council held on **Monday 12th February 2024 at 7.30pm** at Brandeston Village Hall.

Public Forum - Members of the public were invited to speak regarding items on the Agenda.

2/23-24/1 – The Chair welcomed all to the meeting, 2 members of the public were present.

2/23-24/2 - Apologies for absence were received from the Parish Clerk.

2/23-24/3 – There were no declarations of interest.

2/23-24/4 - The Minutes of the Meetings held on 8th January were agreed as a true record and signed by Cllr Baker.

1/23-24/5 - Public Forum

- A member of the public provided an update regarding the Village Hall Risk Assessment.

1/23-24/6 - Councillor Reports

- PROW – Cllr Locke raised concerns about the width reduction on the bridleway north of the village. This should be a minimum of 3m and, the reinstatement / repair required to the bridleway due to tractor damage. Cllr Locke will liaise with the farm manager.
- Cllr Baker spoke regarding the Village Hall project to fund a defibrillator, Suffolk CC are running a scheme to provide 50% of funding, the VH require £750 plus an allowance of £200 pa for servicing. The PC has already contributed £300, the Cllrs voted and agreed to contribute an additional £650 from the CIL monies (£450 for the defibrillator + £200 for the first service).
- GDPR – concerns raised regarding the ability to securely access Cllr emails; the Chair agreed to contact the D Morgan. Cllr Baker will contact SALC to establish if the PCllrs can have a Gov. related email address.

1/23-24/7 - Risk Assessment Update

- Village Hall committee member and Health & Safety expert Mr Randall, working with Cllr Randall, confirmed that a full Risk Assessment Report has been completed for the Village Hall. The Fire Risk Assessment is in place, routine checks are required. The biggest single potential risk identified is the food provision. Cllr Randall stressed that the intention was to ensure that there would be minimal interference with event organisers and running of events, that it is in the best interests of the event organisers to ensure that formal Food Handling & Hygiene, Health & Safety systems are in place. Mr Randall is currently liaising with all those involved, with particular focus on the key regular events; Coffee Morning, Luncheons, Pop-Up Pub, Village Fete etc.

1/23-24/8 - Finance update

- Cllr Baker confirmed that the bank balances as at 31st January 2024:
 - Brandeston Parish Council Account £11011.92

- The Parish Council 100+ Account £810.87

- The Clerk's salary had been paid up to date.
- Village Hall BBQ cost £1738.80.
- Bank requires minutes of the meeting to confirm that ex-Cllr Steve Williams is to be withdrawn as a signatory and, Cllr Pauline Locke is to be added. Agreed by the Cllrs.

1/23-24/9 – Flooding

Cllrs Locke & Ives gave a progress report regarding the flooding/ditch clearance. They have produced a map identifying from visual observations and local knowledge the blocked ditches and flood pinch points. Cllrs Locke & Ives will now liaise with the land and home owners to encourage them and their neighbours to collaborate and clear the areas identified. They will also report to Suffolk Highways regarding the blocked grips and drains, using the online portal.

Cllr Smith will liaise with the local farmer to discuss the possibility of him assisting land owners to clear these areas, enquire about a day rate etc.

1/23-24/10 – Planning N/A

1/23-24/11 – SID Data Summary:

34% of vehicles are speeding as they enter the village.

26.5% of vehicles are travelling +30mph – 35mph as they enter the village.

There is negligible difference between term time data and school holiday data.

It was agreed to focus on decreasing the number of vehicles travelling 30mph – 35mph, to encourage them to reduce speed to no more than 30mph by the time they entered the village.

Cllr Smith to investigate the possibility of having additional signs at either end of the village to give advance warning that a reduction in speed is required.

Date of next PC Meeting, Monday 11th March at 7.30pm, Brandeston Village Hall.