

BRANDESTON PARISH COUNCIL

Minutes of Meeting of Brandeston Parish Council
Monday 17th April 2023 at 19.30pm
Meeting Room at Brandeston Village Hall.

Present: R. Summers (chair), P. Baker, B. Baker, S. Bange, P. Locke, M. Randell, J. Spacey (Clerk), and four members of the Public.

Minutes:

11/22-23/1 Welcome from the Chair

11/22-23/2 Apologies

Cllrs S. Williams and L. Freeman apologise for absence

11/22-23/3 Declarations of Interest

None received.

11/22-23/4 Public Forum

A member of the public raised the matter of the Parish Plan presented in 2008.

It was suggested that a review of core questions and answers of the Parish Plan would be beneficial for the Community.

It was agreed that this should be discussed at the May meeting in conjunction with a future Housing Needs Survey.

A member of the Public raised the matter of the Annual Parish Meetings, as it was diarised to hold it at this meeting (17th April) - Chair agreed to set a date for the APM in May. The Chair apologised for the error and inconvenience caused to those attending.

11/22-23/5 Previous minutes

It was Agreed that the Chair could sign off as a true record the Minutes of the Parish Council meeting held on the 13th March 2023 (Circulated and on the Website)

11/22-23/6 Finance – Cllr P Baker in absence of an RFO

Cllr Baker confirmed:

- a) Bank reconciliation for the Parish Council Account £6982.74 (5/4/23)
- b) Balance (05.04.23) £2578.39

Invoices for:

- a) Repair to SID (£190.80)
- b) SALC Membership Subscription £157.62

Approved for payment.

11/22-23/7 Queens - Update

The Clerk advised that he had written to the owners regarding the occupation of the living accommodation at the Public House and had received the response:

“that he had entered into a short term lease of the flat to prospective purchasers”

The Committee agreed that the PC should notify ESC of this development in the context of the building being listed as an ACV.

11/22-23/8 GDPR Update and Risk Assessment

Cllr S. Bange to circulate the most up to date document, GDPR to be reviewed at the September meeting.

11/22-23/9 Parish Council Health and Safety Risk Assessment

Cllr Randell to revise the Risk Assessment Strategy previously tabled in conjunction with the Village Hall Committee to establish responsibilities for associated Risks and Liabilities. – Ongoing.

11/22-23/10 SID Update

Cllr B Baker confirmed apparatus is now up and running and will be repositioned at appropriate intervals to the established village locations to gauge traffic speeds.

11/22-23/11 Planning

Application DC/22/4851/FUL formation of Nest Care farm

Application (Kettleburgh PC) - Currently withdrawn for reconsideration.

No further developments noted, to be reviewed if re-submitted.

11/22-23/12 Election process information – Cllr P Locke

Cllr Locke confirmed that the election is uncontested, Cllrs S Williams and S. Bange did not stand for election. Cllrs Summers, B Baker, P Baker, Locke and Randell have been re-elected.

Leaving vacancies for 2 parishioners to be co-opted after 4th May 2023. The Cllrs will work to encourage people to stand for co-option.

Cllr Locke was thanked for supervising the Election.

Cllrs Bange and Williams were thanked for their time and contribution to the PC.

11/22-23/13 Insurance Policy Renewal

Awaiting quotes for August/September. Renewal date 1st October, Insurance to be listed as an item on the September Agenda.

Meeting concluded at 21.00

Date of next meeting: the PC AGM on **Monday 15th May 2023 at 19.30pm**, Brandeston Village Hall