BRANDESTON PARISH COUNCIL

The Minute of the meeting held on Tuesday 9th July 2019 at 7.30pm in the Committee Room of the Village Hall.

Present: *Councillors M Mitson-Woods, R Mitson-Woods. Baker, Fletcher and Summers, Clerk Catherine Bacon, Suffolk County Councillor Vickery, East Suffolk Councillor Cooke and four members of the public.*

2/1920/1 Welcome from the Chairman
The chairman welcomed Councillors and the members of the public to the meeting. She outlined that the members of the public would have an opportunity to raise issues during the Public Forum, at which point they would receive 3 minutes each to speak.

2/1920/2 To receive and accept apologies for absence from Councillors Buckingham (work) and Williams (personal). They were accepted.

2/1920/3 To receive any Declarations of Interest
Councillor Buckingham informed the Clerk of her interest in the planning application DC/19/2536/TCA T1,2,3&4 due to submitting the application.
Councillors M Mitson-Woods and R Mitson-Woods declared a non-pecuniary interest in Planning application DC/19/2465/FUL due to the applicant being a friend.

2/1920/4 Public Forum
Concerns were raised by members of the public regarding planning application DC/19/2465/FUL – it was felt that there was no need for the entrance to be a 'bound' surface as the entrance was for agricultural vehicles only. One member of the public presented a letter from Suffolk County Council Highways and Infrastructure, he felt this indicated that there were future plans for development at the site.
A member of the public raised the issue regarding the increasing number of signs being erected on the village triangles publicising local events. The chairman referred to agenda item 2/1920/12 regarding signs on the village triangles and that the parish council will develop a policy on this.

2/1920/5 It was resolved that the Chairman should sign the Minute of the meeting held on 11th June as a true and accurate record.

2/1920/6 County Councillor Vickery opened by congratulating Councillor M Mitson-Woods on her appointment to the Chair. Councillor Vickery said that the main topic he was working on was the Northern Bypass around Ipswich and encouraged everyone to attend one of the consultation meetings. The plans for the bypass can be accessed online at https://www.suffolk.gov.uk/roads-and-transport/transport-planning/consultations-and-studies/ and feedback can be given by individuals as well as the Parish Council. County Councillor Vickery showed a map of the 3 proposed routes and said that the consultation was only the second stage of a multistage process and planning (if approved) may not go through for several years. The planning is linked with housing development requiring several thousand homes to be built in addition to those already in the pipeline. The associated housing development could be allocated to anywhere in Suffolk and not just in the locality of Ipswich. County Councillor Vickery believed a bypass was needed due to the gridlock of traffic created when the Orwell Bridge is closed. He was asked if there was a plan to include cycle/green lanes as part of the route; County Councillor Vickery is going to investigate.

Other items being dealt with by County Councillor Vickery include the Education Appeals Committee looking at the appeals submitted regarding child choices for schools.

The chairman asked County Councillor Vickery if the County Council would contribute (suggested 15%) towards the cutting of the verge of the village triangles if we asked Richard Martin to cut the entire village triangles and not just the inner area owned by the village. County Councillor Vickery would investigate along with investigating help towards preventing erosion around the edges of the triangles.

County Councillor Vickery asked if there was anything that he could help with – particularly regarding funding. The chairman thanked him for this and said that this would be discussed as part of Agenda item 2/1920/11.

2/1920/7 East Suffolk Councillor Cooke thanked everyone for allowing him to attend and admitted he had lots to learn. He reported that the newly formed East Suffolk Council meetings were now relayed on live webcasts. The main offices for the new council are based in Lowestoft and Melton.

East Suffolk Councillor Cooke discussed the improvements for Framlingham including a parking plan which should begin to roll out in October 2019 and be completed by March 2020. These plans include payment meters with 2 hour time limits on the Market Square and Elms Car Parks. There will also be the introduction of free WiFi in the town – the infrastructure for which will start rolling out over the next few weeks. This will also include monitoring footfall around the town. Plans are also underway for Christmas with a day of festivities on the 7th December.

East Suffolk Councillor Cooke reiterated County Councillor's comments regarding the Ipswich Northern Bypass consultations.

The Chairman asked East Suffolk Councillor Cooke about funding towards new signs within the village. He asked for proposals to be submitted and he would look into possible grants from his funding source. The Clerk thanked East Suffolk Councillor Cooke for his application form for funding towards new computing equipment and software.

2/1920/8 Financial reports

a) The reports for the Parish Council Account (00186686) will be completed once the current statement has been received
b) The reports for the 100+ Account (30469599) will be completed once the current statements have been received
c) The Chairman proposed that all bar £200 be transferred from the Election budget to the Training budget headings. **It was resolved that the money will be transferred into a new budget heading.**

2/1920/9 The Clerk reported that now that the Minute for the meeting held on 11th June 2019 has been agreed and signed, a copy can be submitted to HSBC to complete the banking transfer and allow the opening of the new accounts to proceed.

The Clerk also raised the issue of methods to prevent fraudulent activity by those responsible for the internet banking. Some bank accounts allow double authentication; payment is initiated by one person; a confirmatory link is then sent to a nominated second person who then authorises payment. The second method would require a witness to be present at the time of the internet transaction and to sign off the transaction on completion. The Council consensus was that the first

option was the preferred, if it was available with HSBC. **It was resolved that the Clerk would continue with the HSBC application and also investigate dual authentication on internet transactions. It was resolved that Councillor Williams would be the security link.**

2/1920/10 The chairman proposed considering a 4th Councillor on the Employment Committee to stand in if a member is unavailable. **It was resolved that Councillor Fletcher would be the 4th Councillor.**

2/1920/11 The Chairman asked councillors for their vision for the future of the village. Councillor Fletcher proposed that the village be kept as a pleasant place to live with not too much development. Councillor Summer proposed planning for appropriate development to allow the village to remain vibrant. There was also a keenness to care for environmental issues such as increased tree planting (Councillor Summers) and the development of a working committee to keep the village tidy and well maintained (Councillor R Mitson-Woods).

It was proposed to find a method to widen the villager demographic which could be achieved through options such as introduction of affordable housing (Councillor M Mitson-Woods). Councillor Fletcher wishes it to be noted that he disagrees with the principle of social engineering in the village. If a neighbourhood plan was considered, the low-cost housing could be linked in but would require identifying sites for development. A suggestion was made to put out enquiries for village sponsors for fundraising towards larger projects, such as buying land for low cost or affordable housing.

Councillor Baker suggested a village event should be created next year to commemorate the 75th anniversary of the end of WW2 and could be a collaboration between all committees in the village and be continued as an annual/biennial event. The Clerk suggest obtaining village input and offered to send out a village email.

2/1920/12 Councillor Summers reported back from the meeting with the Clerk regarding how to manage the signs on the village triangles. The report (Report 1) is attached; the content of which will form a basis for the forthcoming policy on management of the village triangles.
It was resolved that Councillor Summers and Mary Ketley would meet in order to create a policy regarding signs on the triangle and also parking on it and this would be brought to the next meeting for Council approval. (Note – Mary Ketley is a local solicitor who had previously offered to help the parish council with projects from time to time).

2/1920/13 Councillor Summers raised the issue of some field signs not being appropriately managed, particularly those that indicate 'Bull in field' even when no bulls are present. **It was resolved that the chairman should contact the appropriate farmers to try and resolve the issue.**

2/1920/14 The RFO-Clerk introduced a recycling scheme called Terracycle (https://www.terracycle.com/en-GB/).The initiative allows the village to recycle items that cannot be recycled in their regular recycling bins collected by the council, such as toothpaste tubes, crisp packets, batteries etc. There are a variety of items that can be nominated for recycling. Items are collected at the designated collection point in the village and once a sufficient quantity is collected, Terracycle collect the material and the village saves points for the weight of gained material which can be converted to money to be spent on a chosen charity – which could be a charity within the village. Parish Councillors and East Suffolk Councillor Cooke were keen to pursue the idea. Councillor Baker is to enquire of the Village Hall Committee whether the collection point could be set up at the village hall; either in the end lean-to or in specifically constructed site.

2/1920/15 Councillor Fletcher reported that he had investigated computers to upgrade the current Parish Council laptop. Prices were approximately £400-500 including software. Councillor Fletcher will liaise with the Clerk in order to submit an application to East Suffolk Council for funding towards the selected computer and accessories. **It was resolved that the Clerk should complete an application to Councillor Cooke for funding a new PC, scanner/printer and projector. Further resolved that Councillor Fletcher to research the specification for the IT equipment and bring back to the September Council meeting recommendations.**

2/1920/16 Planning

a) **DC/19/2465/FUL** Recommend that consent be granted, with additional comments that the location of the access should be moved southwards towards the Chapel, and the construction should be amended to reflect the agricultural nature and use of the land with the entrance being suitable to agricultural vehicles and not a bound surface.
b) **DC/19/2536/TCA T1, 2, 3&4** No adverse comment to make; recommend consent be granted.
c) **The chairman proposed that all planning applications be emailed via the village email and posted on the village notice boards. It was resolved that the Clerk would action this.**

2/1920/17 The Parish Council agreed it was too late to undertake an entry into Village of the Year 2019 but it was agreed to plan to enter the competition in 2020.

2/1920/18 Councillor R Mitson-Woods agreed to undertake liaison for next stage of Sizewell C consultation. Resolved that Councillor R Mitson-Woods take on this role.

2/1920/19 Proposed: *To exclude the public under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted, namely the Clerk's employment.* **It was resolved that the SALC/NALC contract can be adopted as amended and salary is authorised for payment.**

2/1920/20 Date of Next Meeting 10th September 2019, 7.30pm, Brandeston Village Hall
Councillors to submit items to the Clerk by Thursday 29th August 2019

The Meeting closed at 9.30pm