BRANDESTON PARISH COUNCIL

The Minutes of the meeting held on Monday 14th March 2022 at 7.30pm, in Brandeston Village Hall.

Present: *Councillors Bange, B Baker, P Baker, Fletcher (in the chair), Locke, District Councillor Freeman and Clerk Catherine Bacon*

12/**21-22/1** The Chair welcomed Councillors to the meeting.

12/21-22/2 Apologies for absence was received from Cllrs Summers (personal), Williams (personal) and District Councillor Bryce (personal). **It was resolved that these were accepted.**

12/21-22/3 There were no declarations of interest.

12/21-22/4 There were no comments from the Public.

12/21-22/5 It was resolved that the Chair should sign the Minutes of the Meeting 14th February 2021 as a true and accurate record. *(Circulated and on website))*

12/21-22/6 In the absence of Suffolk County Councillor Bryce, a summary of her report is as follows:

Suffolk County Council has approved its financial budget for 2022-23, alongside its first-ever full Net Zero carbon budget. The council's budget will rise by 4.5% (from £598.2m to £625.4m), with the additional money generated by a 1.99% increase in council tax, a further 1.00% from the Adult Care Precept, and an increase in grants received from the Government.
The Net Zero carbon budget will allow the council to measure its carbon emissions and monitor and evaluate the impact of decisions it makes. This will mean it can report each year on its progress, tracking its ambitions towards Net Zero.
Some of the key detail of the budget, includes:

- £1.1m increase for the family services budget, specifically to address recommendations made by the recent independent SEND review
- £1m additional funding for Suffolk Highways over the next four years, for example to fund road signs and responsible verge cutting
- £10m to specifically deliver an increasing number of drainage schemes (over the next three years)
- £10m to improve footpath quality and access (over the next three years)
- £12.8m to decarbonise the buildings that SCC owns (by 2030)
- Investments this year to set up future borrowing for bigger schemes, such as SEND and carbon reduction

75p of every £1 Suffolk County Council spends goes towards supporting those who need it most through Adult Care, Children's Services, and Public Health.
The remaining 25p in every £1 is then used to cover the cost of other vital services, including Suffolk Fire and Rescue Service, road maintenance, footpaths, waste services, libraries and addressing the challenges surrounding climate change, to name just a few.

As part of the Government's Levelling Up Paper, Suffolk has been successfully chosen as one of nine areas across the country to have been given the opportunity of negotiating a new County Deal. This is fantastic news for Suffolk, but we don't have a Deal just yet and we have many more months of negotiations and discussions with Government ahead of us before we can look to finalise an actual deal.

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Some of the areas included in Suffolk's initial discussions centred around the development and roll out of Oyster style travel cards to increase the attractiveness and effectiveness of public transport and longer-term funding for major transport infrastructure upgrades, not just one-off funding. SCC also discussed with Government the opportunity of keeping all the apprenticeship levy funding raised in Suffolk in Suffolk, benefiting more people here. This could create the opportunity to work with the University, colleges, business and others to explore how this money could be better used. Negotiating the devolution of the powers necessary to develop more innovative projects to help deliver further action on Climate Change and make good on our promises around net zero by 2030 are also possible.

SCC has been ranked as the third-best county council nationally for our response to the climate crisis, and our ambitions in this area could be taken further still via a County Deal. One of the areas which attracts attention is the potential for a directly elected Mayor of Suffolk, like the Metropolitan Mayors across the country in areas like the West Midlands. This is not something which Suffolk has asked for and importantly not something SCC need to secure a deal with Government. So, the opportunity of a County Deal is the result of an ongoing dialogue to promote Suffolk to central Government strongly supported by our MPs and the partnership working with district and borough councils. Going forward this partnership working will continue alongside health partners, emergency services, the Police and Crime Commissioner and the Chamber of Commerce.

SCC will be doing even more for the county's natural environment, as it confirms plans to enhance the biodiversity of at least 30% of its land and assets, by 2030. This means it will be progressing its work around managing highway trees, planting more hedgerow, nature-based flood management solutions, roadside nature reserves, and much more. The council already planted 100,000 trees last year, and is on course to plant another 100,000 this year. It has also put in around 20 kilometres of mixed species hedgerow.
SCC will ensure it manages its highway verges for biodiversity wherever possible; it will support its county farm tenants to enhance biodiversity across SCC's farm estate; and it will deliver twice the biodiversity net gain required through its housing programme.
The proposals were agreed at SCC's Cabinet meeting on 1 February 2022, following the work undertaken by the Policy Development Panel which was set up in July 2021.

Norfolk and Suffolk County Councils have been successful in winning £6.4 million to implement innovative sustainable water management projects. Both councils placed a joint bid into DEFRA's 6-year Flood and Coastal Resilience Innovation Programme and were 1 of 25 successful projects chosen to take part. The joint project, named 'Reclaim the Rain' sets out to improve flood and drought resilience in at least six small rural communities across Norfolk and Suffolk. To find out more about Reclaim the Rain and how you can get involved, visit: www.reclaimtherain.co.uk

A new strategy has been launched outlining how Suffolk will address Violence Against Women and Girls. The strategy has been prepared collaboratively by the Safer Stronger Communities Board (SSCB) – consisting of representatives from Suffolk County Council, district and borough councils, the police, Suffolk's Police & Crime Commissioner, community safety partnerships, health and probation services, the Norfolk & Suffolk Criminal Justice Board and Suffolk Safeguarding Partnership. Suffolk's new VAWG Strategy outlines how this will be achieved in the county, with four key objectives – prevention, supporting victims, pursuing perpetrators, and strengthening the system – forming the basis for its approach.
In addition, the strategy will be accompanied by an action plan for 2022 – 2025 to help ensure meaningful activity. Whilst the strategy is focused primarily on preventing VAWG, due to these crimes often disproportionately affecting this gender, work will still be undertaken to support men

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and boys, as well as those that are transgender, non-binary or gender non-conforming. The strategy is available to view here: www.suffolk.gov.uk/assets/community/communities-and-safety/Suffolk-violence-against-women-and-girls-strategy-2022-25.pdf

Her Majesty the Queen will become the first ever British Monarch to celebrate a Platinum Jubilee, on Sunday 6 February, after 70 years of service and Suffolk is set to stage a host of exciting Jubilee celebrations during 2022 – bringing the county's communities together to mark this momentous milestone.
The unprecedented anniversary will be celebrated throughout the year, with a four-day UK bank holiday taking place from Thursday 2 to Sunday 5 June to enable people to commemorate the occasion.
Plans are already in place for a Festival of Suffolk – the county's biggest ever community event. This year-long spectacular will incorporate much-loved existing events, such as the Suffolk Show, alongside dedicated Jubilee celebrations, including a race day and torch relay. Details on the latest line-up can be found at: www.festivalofsuffolk.org/ A highlight of the festival is the **Big Jubilee Lunch**, set to take place on Sunday 5 June. The initiative encourages people to come together and celebrate, either by hosting their own street party or simply enjoying a cup of tea with a neighbour. To help facilitate this, Suffolk County Council has set up a dedicated webpage: www.suffolk.gov.uk/PlatinumJubileeEvent and will waive its fees for any road closures for events on this day, as well as providing free assistance with traffic management for all applications received before 11pm on Sunday 27 March

The council is also supporting the Queen's Green Canopy in Suffolk, which aims to plant over 775,000 new trees in 2022 – one for each resident in the county. Almost a quarter of a million trees have been planted to date, with everyone urged to visit suffolk-lieutenancy.org.uk/queens-green-canopy/ and find out how they can 'Plant a Tree for the Jubilee' either directly or via one of the many organisations taking part in the scheme.
Businesses can also benefit from the occasion by attending the Suffolk Business Expo, scheduled for Monday 20 June to Friday 1 July. The event – organised by Suffolk County Council, the Suffolk Chamber, and other partners – aims to showcase Suffolk businesses, whilst helping them to capitalise on the expected increase in tourists to the county and bounce back from Covid-19.

12/21-22/7 District Cllr Freeman reported that she has spoken to two landowners in Brandeston who are willing to accept trees to be planted as part of the Queen's Green Canopy scheme. She emphasised the importance to get the correct trees selected and sited properly and is trying to make arrangements with the Suffolk Wildlife Trust's Tree Warden to review the locations proposed and confirm the tree selection. It is hoped that the trees can be obtained during November and a working party from Brandeston will be required to plant the whips. The areas where the trees are planted will be required to be open to the public.
Cllr B Baker asked whether something could be confirmed in writing with the landowners to confirm public access through the trees in exchange for 200 free trees. He questioned potential issues in the future if the current landowners sold the planted land in the future and the future owners potentially prohibiting access. District Cllr Freeman said that she would follow this point up.
Cllr B Baker asked about the requirement of fertiliser/compost when planting; District Cllr Freeman said they wouldn't need significant amounts as the trees provided are whips. It was agreed that this could be arranged at a later date.
The Clerk enquired who was responsible for the management of the trees and District Cllr Freeman confirmed that it would be the village. The trees themselves would not need much assistance in the short term except for occasional strimming/mowing around the bases.

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12/21-22/8 Finance – RFO

a) The RFO reported that the PC account had a balance of £3654.59, but, reminded Cllrs that this still contained £70 of 100+ prize money and £527.87 of MRT funds.
b) The RFO reported that the 100+ account has a balance of £1206.31.
c) It was resolved payment of SALC invoice 25521 for Payroll services (£25+£5VAT) be approved

12/21-22/9 Oral Reports

Cllr Locke reported that the signs for the Quiet Lanes will be ready for collection from 21st March. Assistance will be required to erect the signs. She reported that by erecting the signs ourselves, the signs are available sooner than if having to wait for the Highways Department to install them.
Cllr Locke reported that the kissing gate on the edge of the recreation ground had been reported as needing attention to the Rights of Way team who have in turn contacted the landowner.
Cllr P Baker reported that the BVH has held its AGM and that Mary Ketley has been elected as the new Chairman.

12/21-22/10 Planning

a) **DC/22/0627/LBC, Listed Building Consent - Removal of redundant overhead link, The Priory , Earl Soham Road, Brandeston, Suffolk, IP13 7AU**
Cllr S Bange noted that the work has already been done and that the planning application is retrospective. The Heritage Statement affiliated with the application noted damage to the west wall which was not thought to be severe. Repairs to the damage were required using appropriate methods and materials.
The PC agreed that there were no issues. Cllr Fletcher reiterated that the PC previously agreed that they weren't qualified to comment on Listed Building consent and that this application was sufficiently covered by the Historic England report.
It was resolved that the Parish Council raise no objections.

12/21-22/11 Cllr Bange reported that a meeting was held between Cllr Summers, the clerk and himself on the 9th March. They discussed the GDPR data map (bullet points below) and tried to answer the points raised:

- What data do you collect
- How's the data collected?
- Who is accountable for looking after that data?
- Where does the personal data get stored (both digital and physical)
- Who has access to the data?
- Is the data disclosed or shared?
- Does the system share data with another system

Cllr Bange will collate the information discussed and this should help to inform a GDPR policy. If the PC is audited on GDPR, taking an active approach shows that the PC is making efforts to follow GDPR guidance. Cllr Bange stated that a Data Protection Impact Assessment can then be carried out for additional areas not covered by the Policy created and agreed that this method could be used to cover the items that arise such as the Housing Needs Survey.

Cllr Bange reported that one of the areas being discussed was emails and recent discussions were being had regarding PC emails and the servers held by the village. This led to a long discussion amongst Cllrs and will be followed up after further discussions with Darryl Morgan who helps in providing village emails.

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An area that was discussed on 9th March was storing PC information on personal computers. Points raised included length of time this information was kept, access by third parties and whether important information show be sent to the Clerk as centralisation prior to deletion.

Cllr Fletcher raised a question regarding destroying paper copies and Cllr B Baker suggested that original copies could be scanned so that the prime documents can be referred to if needed.

Cllr Fletcher questioned whether parishioners should have been informed about what was being done with the information associated with the Housing Needs Survey. Cllr Bange said yes but it was agreed that this was outlined when the surveys were distributed.

Cllr Bange summarised that the PC needs to look at what information we have, the level of risk it poses to GDPR and how we protect it. The PC needs to minimise what it has, know where it is stored and where to keep it. He stated that the PC has a duty of care to the public and their data. Cllr Bange reported that it was planned to have the Data Map completed for the April PC meeting and a GDPR policy drafted for the APCM in May.

12/21-22/12 Cllr Locke reported that the Climate Forum information had been updated and provided useful information which could potentially help the village head towards the government's aim to hit net zero by 2030. Information is provided on topics such as heating, village scale energy hubs, insulation etc.
Cllr B Baker enquired about grants for insulation; Cllr Locke said she had investigated this and there are criteria for the grants included the applicants receiving benefits.
Cllr Locke stated that the village scale solar energy deal looks like a good idea and questioned whether this might be feasible with 127-dwellings in Brandeston.
Cllr P Baker stated that BVH investigated solar panels several years ago but it was deemed too expensive. Cllr Locke thought that electric car charging points at the village hall would be positive which was agreed by the PC.
Cllr Locke reported that there is a scheme provided by solartogether.co.uk where villages can bulk buy solar panels which could help save 30% on their energy bills (or 60% with a battery, but the batteries are expensive). Discussions surrounding solar panels were diverse including ideas such as potential to acquire land to install a network.
Cllr Locke also questioned the feasibility of some of the schemes within a conservation area. Cllr Fletcher noted that planners would be unable to stop you from trying to increase environmental credentials of the home. District Cllr Freeman agreed that residents could not be prevented from installing solar panels on their roofs.
The PC agreed that it was the environmental issue was one that needed to be taken seriously and Cllrs were to investigate ideas further.

12/21-22/13 It was agreed to defer the discussion of plans for the Queen's Diamond Jubilee Beacon to when Cllr Summers was present for her to report her findings regarding potential locations.

12/21-22/14 The Clerk reported that she had collected the oak tree (approx. 1.75m) and plaque donated to the village to commemorate the Queen's Diamond Jubilee. The PC agreed that its location needed to be in an accessible public location within the village and that would be the recreation ground. **Cllr P Baker agreed to speak to the BVH committee regarding the proposal to plant the tree in the corner of the recreation ground.**

11/21-22/15 Date of next PC Meeting, Monday April 11th 2022 at 7,30pm, Brandeston Village Hall.

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