BRANDESTON PARISH COUNCIL

The Minutes of the meeting held on Monday 8th November 2021 at 7.30pm, in Brandeston Village Hall.

Present: *Councillors B Baker, P Baker, Fletcher, Locke, Summers (in the Chair), Williams and Clerk Catherine Bacon*

7/21-22/1 The Chairman welcomed Councillors to the meeting.

7/21-22/2 Apologies for absence was received from Cllr Bange (work). **It was resolved that these were accepted.**

7/21-22/3 There was a Declarations of Interest from Cllr Locke.

7/21-22/4 There were no comments from public forum.

7/21-22/5 It was resolved that the Chairman should sign the Minutes of the Meeting held on 11th October 2021 as a true and accurate record.

7/21-22/6 Suffolk County Councillor Bryce highlighted key issues from her monthly report.

These points were that Suffolk will become an 'enhanced response area' (ERA) for up to five weeks to help reduce the rate of COVID-19 transmission within the community. To help reduce the spread, residents in Suffolk are now being encouraged to:

- Get fully vaccinated and pre-book your Covid booster a month before you are eligible: https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/book-coronavirus-vaccination/
- Wash your hands regularly with soap and water
- Always wear a face covering in crowded areas
- Ventilate indoor spaces
- Get tested regularly and stay at home if you feel unwell

It's the latest move to slow the spread of virus which has made a particular impact among Suffolk's school age children and, consequently, their parents and grandparents. Earlier this month, additional measures, including siblings of children with COVID self-isolating, restrictions on visits to schools and older children and adults wearing face masks, were reintroduced. The face mask policy starts on Monday 1 November. Any such support does not mean any additional restrictions on people's movements or actions. It is not a lockdown or like the tiering system that was trialled in England in 2020. Instead, it will boost the county's ability to raise awareness, tackle outbreaks and encourage people to get vaccinated.

SCC Cabinet is to study £50 million plan to boost Suffolk bus services. On October 7th it was announced that wider coverage, cheaper fares, improved ticketing, and better evening and weekend services are among proposals forming part of a £50 million plan. Subject to approval by the Suffolk County Council Cabinet, the Bus Service Improvement Plan (BSIP) will be submitted to the Government by the end of the month. Following on from the submission of the BSIP, the council, bus operators and other stakeholders will be working together to establish a countywide Enhanced Partnership. More information can be found at https://www.gov.uk/government/publications/bus-back-better.

15.11.2021.

There is a Lorry Route Plan review in Suffolk. The technical and community led review of lorry routes that considers changes to the highway network since the plan was updated in 2011. The technical and community led review of lorry routes that considers changes to the highway network since the plan was updated in 2011. This includes:

- new strategic roads
- new Lorry Watch areas
- Air Quality Management Areas in Suffolk

The technical review is currently taking place. It'll look at a range of evidence including:

- Collision records and traffic data
- Traffic Regulation Orders (TROs) for weight, width and height restrictions
- The resilient road network and its strategic road network diversions as well as GPS data – showing the origin and destination of trips, routes taken and the locations of building strikes
- Public complaints
- Data from Lorry Watch schemes

More information about the Lorry Route Plan review can be found at https://www.suffolk.gov.uk/roads-and-transport/lorry-management/lorry-route-plan-review-in-suffolk/.

Cllr Fletcher asked how the Lorry Plan Route review would be influenced by the potential construction of Sizewell C. County Cllr Bryce said that the Sizewell traffic was being looked at separately. She also stated that the East Suffolk Community Partnership was also looking at road safety and speeding and also the associated links to EDF and Sizewell C.

Suffolk continues to create the greenest county with £150,000 for new trees. It was announced on October 15th that a joint bid by a number of Suffolk's authorities has secured funding from the Forestry Commission to plant around 3,000 trees this coming planting season.
Suffolk County Council submitted the bid on behalf of itself, Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council and West Suffolk District Council. The successful bid will see £149,712.55 come into the county for new trees, from the Local Authority Treescapes Fund.

On October 21st Suffolk County Council signed up to the NGO UK100's 'Net Zero Pledge.
There are now 88 cross-party local leaders, representing over half of the UK population and 34,030,804 million people, committed to meeting Net Zero at least five years earlier than the UK government target. In the weeks ahead of COP26, the annual UN climate conference hosted in 2021 by the UK, 23 more council leaders from all four corners of the UK signed up to the NGO UK100's 'Net Zero Pledge'.

7/21-22/7 East Suffolk Councillor Freeman stated that she had received a request from the Brandeston Village Hall committee for funding to pay for bark material for the Playground. She has supplied the Enabling Communities Budget grant form to be submitted. She noted that there were limited funds left but it needs to be allocated in order to maintain access to future funds and so is positive about the success of fulfilling the request.

7/21-22/8 Finance – RFO

a) The RFO reported that the PC account had a balance of £5524.31, but, reminded Cllrs that this still contained £430 of 100+ prize money and £527.87 of MRT funds.
b) The RFO reported that the 100+ account has a balance of £1197.31.
c) It was resolved that payment of BVH hire (£70) be approved.

7/21-22/9 Cllr Summers provided feedback about the playground. In summary:

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- The playground equipment comprises five play units (plus a pair of benches for sitting or walking on) surrounded by a picket fence with two gates. The surface is covered quite deeply by hardwood bark chippings, which need to be topped up every 3-5 years to maintain sufficient depth for safety and weed suppression.
- In 2017 the surrounding picket fence and the junior and infant swings were replaced at a cost of approximately £12,000 including VAT. The bulk of this cost has been met from Village Hall funds with grants (for the swings) of approximately £2,300 from the District Council and £500 from the PC – so a net contribution from VH funds of about £9,000. The replacement items have been constructed to prevent premature wood rot, with the support posts for the swings concreted into the ground on metal shoes, and concrete posts for the fence. These items should have a life span of 20-25 years subject to minor repairs.
- The pair of towers and the climbing frame are nearing the end of their lives, with substantial wood rot in the vertical posts where they have been concreted into the ground, and significant wear to the chains and linkages. Remedial works have been carried out to brace the towers, this should hopefully ensure, subject to ROSPA reports, that they are fit for use until 2026.
- The cost of replacing the pair of towers and climbing frame, topping up the bark chippings every three years (the bark has been replaced every 5 years but there has been a substantial increase traffic/usage during the pandemic meaning that the bark now requires replacing after just 3 years), and repairs as necessary to moving parts and linkages, a sum of as much as £15,000 including VAT may be required in the next five years. Thereafter, and assuming the replacement towers and climbing frame will be designed to prevent premature rot and to last at least 20 years, the cost of maintaining the playground in safe good condition from 2026 up to around 2046 should be below £1,000 per annum allowing for the replacement of the bark and a build-up of reserves towards the renewal of the equipment.

The Village Hall Committee approached the Parish Council to enquire as to any potential funding available from the PC/precept; the Chair informed them that as the budget is set before the financial year the funds have been allocated, though there may be a small amount (approx. £40) left-over at the end of the year assuming all the works scheduled come within the quotes (that no unforeseen issues arise).

The Chair was also approached to find ways to engage younger parents/parishioners to get involved in fundraising for the village playground. Cllr Summers is working with a member of the Village Hall Committee to bring together a committee to undertake this.

Cllr Fletcher asked if there were any local grants/funding available. Cllr Summers informed the PC that she had had communications with Sarah Shinnie, Active Communities Officer at ESC, generally speaking funds are not available for repair maintenance, funds can be available for new equipment. Cllr Summers has forwarded the advice to the Village Hall Committee together with various other potential funding links e.g., Biffa, Suffolk Foundation, Asda & Adnams.

Sarah Shinnie advised that to secure funds it would need to be established as to where the users come from, the parishes. Cllr Summers asked if there was a way to find out where the users of the playground come from. A track and trace scheme for users to voluntarily sign-up at when using the playground, QR code, the Clerk suggested looking at where those who hired the hall for parties had come from, perhaps contacting them to provide brief details of how many used the playground and which parishes they are from (contact the Village Hall Bookings).

It is widely known that the surrounding parishes use the playground and a number of regular users come from Framlingham. Cllr Summers had already informed ESC that the Village Hall Committee had previously tried to engage the neighbouring PCs regarding the use of the playground by their parishioners, they did not respond/offer to engage.

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Cllr Summers asked Suffolk County Cllr Bryce whether there is potential additional annual funding, the possibility to tap into funding 'pots' available but not utilised by neighbouring parishes. County Cllr Bryce stated that the Locality budget was for new projects and not available for maintenance; a form is available to apply for funding from this.
She noted that Grundisburgh received significant funding from Viridor; Cllr Summers responded that she was aware that the village would have to be within a certain radius of Viridor site and had already given Biffa (Viridor) as a potential option for the Village Hall to approach.
Cllr Summers stated/confirmed that the playground is not strictly a PC issue.
Cllrs B Baker and Williams stated that the BVH committee need to add into their budget an annual allowance towards future equipment purchases. Cllr Summers confirmed that she had already liaised with them to ask them to factor this in.
Cllr Summers raised the subject of the Parish precept, enquiring as to its mechanics, and whether it was in line with precepts of other similar parishes in ESC. The mechanics of raising and the distribution of the precept will be fully investigated and analysed by Cllr B Baker before the next PC meeting, at which these will be explained. Together with provision of details of all proposed additional budgets/increases required for 2022/2023 (Cllr Williams and the Clerk).
During general discussion It was suggested that most people choose to live in Brandeston for a certain lifestyle choice. This choice of lifestyle needs to be maintained therefore, the parishioners need to contribute fully towards maintaining the village amenities and services, this may have to be funded/partly funded via an increase in the precept. (If the budget forecast indicates that an increase is required and if this increase can be justified vs the precept levels of other similar parishes in ESC.)
East Suffolk Councillor Freeman also stated that the playground is a facility that is appreciated by more than just younger families in the village; there are many grandchildren of residents who use the facility.

It was agreed that Cllrs B Baker would investigate the precept levels in ESC, and the Clerk would ask local Clerks for detail of the items covered by their Parish precepts for comparison.

7/21-22/10 The RFO talked through the budget vs actual spend to date. It was noted that the Clerks salary and hour increase hadn't been submitted in April. **It was agreed that the Clerk would coordinate with Cllr Williams and the Chair to submit the correction to be formally submitted to payroll at SALC. It was agreed that the Clerk would arrange a budget for Cllrs to view at the December meeting.**

7/21-22/11 It was resolved that DC/21/4636/TCA, T1 Bay tree in side garden - 50% crown reduction and T2 Cherry front boundary - 50% crown reduction. 55 The Street, Brandeston, Suffolk, IP13 7AA be approved.

7/21-22/12 Oral Reports Cllr Fletcher confirmed that 80 out of 124 (64.5%) Housing Need Surveys (HNS) were returned.
It was discussed how to report the results and it was agreed to transfer information into appropriate visual charts. The Chair reminded the PC that questions were chosen to be Housing Need led and not Neighbourhood Plan led.
Cllr B Baker questioned whether the HNS would be used in response to future planning applications. Cllrs Summers stated that it could be used to help the PCs come to support or object to future applications. Cllr Fletcher noted that Community Action Suffolk do help carry-out HNS, but usually in situations to have development supported. It was also noted that the recent Artisan survey distributed in Brandeston was selective as it was not sent to all adjacent villages to Kettleburgh.

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7/21-22/13 The Clerk said that the APM needs to be completed before the end of May. The APCM will be the 9th May. In order to allow time for reports to be completed and the finance records to submitted, **it was agreed that the APM to be held on 25th April.**

7/21-22/14 Date of next PC Meeting, Monday 13th December 2021 at 7,30pm, Brandeston Village Hall.

RCS.