

Bramfield and Thorington Parish Council

A Meeting of the Parish Council was held on Monday, February 12th 2018 in the Village Hall, Bramfield at 7pm.

Minutes:

Present:

Cllr. A. Thomas (Chairman); Cllr. A. Rozkalns (Vice-Chairman); Cllr. M. Bond; Cllr. D. Hughes; Cllr. A. Niven and Cllr. W. Shoote:

Also Present:

County Cllr. R. Smith and Paul Widdowson (Clerk):

1) **Apologies:**

District Cllr. R. Catchpole:

2) **To receive Declarations of Interest:**

None

3) **Requests for dispensations:**

None

4) **To receive a report from the County and District Councillors:**

County Cllr. R. Smith reported that the County Council had raised Council Tax by 2.99% plus 2% earmarked for Social Care as this desperately needs more money with a budget of over £240m a year. He said that the £100m Children's budget had overspent by £6m. He noted that they had to be prioritised but it had been at the expense of expenditure on the roads. However County Cllr. R. Smith said that the roads now needed money to be spent on them so the council was borrowing £21m over the next three years to repair 1000 miles of roads. County Cllr. R. Smith also reported that all was quiet at Sizewell C whilst we were awaiting the Stage 3 Consultation.

Councillors asked about slowing the traffic through Bramfield before the 30mph. County Cllr. R. Smith said that the Secretary of State had to agree to any change in speed limit and will only do so for special reasons.

5) **Public Session: Members of the public have fifteen minutes to ask questions on topics on the agenda.**

There were no members of the public present therefore there was no public session.

6) **To confirm the Minutes of the Parish Council Meeting held on January 10th 2018:**

The Minutes for the January 8th 2018 Parish Council Meeting were approved with one amendment in that the 150 000 vehicles quoted going one way was in fact both ways.

Proposer: Cllr. A. Niven: Second: Cllr. W. Shoote

7) **Emergency Planning:**

Cllr. A. Rozkalns reported that the Emergency Plan Leaflet will be printed. The Leaflet will be launched at the Annual Parish Meeting on March 12th 2018. The leaflet will be hand delivered.

8) **Traffic Report on A144:**

Cllr. A. Niven reported that he had still not made any progress in gaining outside funding.

Councillors discussed the slowing of traffic to the 30mph through Bramfield and noted that the villages of Middleton and Farnham both had speed limits slowing traffic before the 30mph through the villages. Cllr. D. Hughes said that she believed that Bramfield has a very good case to extend the 30mph zone at both ends of the village with the houses on the bends at the North end of the village, traffic turning on to the A144 just south of the village and with the extra traffic generated by the new housing in Halesworth.

9) **Telephone Box:**

Cllr. D. Hughes reported that she had been ill and therefore had not completed her tasks. However whilst the glass was not completed, the painting has been done. Cllr. M. Bond noted that the door could be smaller than the three other sides so he advised checking dimensions. Cllr. W. Shoote also advised checking with planning as the telephone box was using glass.

10) **Bramfield Bus Shelter:**

Cllr. A. Thomas said that she was meeting with community Payback on February 21st at 10-50am. Cllr. A. Rozkalns said that he would like to attend as well. Cllr. A. Thomas said that Community Payback could work on the flower beds, sweep the car park and work on the bus shelter.

It was reported that putting a new thatched roof on the bus shelter roof would cost around £5000. It was agreed to look at this estimate but the roof could only be repaired once the bus shelter had been cleaned and any bird's nests removed.

11) **Village Hall:**

The Clerk reminded Councillors that the Parish Council had a Locality Letter from SCC regarding a £850 grant for the kitchen refurbishment which expires at the end of March 2018 for the Village Hall. Cllr. A. Rozkalns said that he would get an update on the kitchen refurbishment.

Cllr. A. Rozkalns reported that the Village Hall was broken into two/three weeks ago. Only the Petty Cash Tin seemed to have been opened where no money was found. The Pre-School was also broken into and a parent repaired the damage to the school.

Cllr. A. Rozkalns said that the Village Hall's diary was full especially with weddings. He said that many people came to the Bridge Club and Suffolk Highways also now meet at the Village Hall. Cllr. A. Rozkalns reported that the Pre-School was doing well with a steady number of pupils. It was agreed to ask the Headteacher of Bramfield Primary School for a report for the Annual Parish Meeting on March 12th 2018.

12) **Website:**

Cllr. A. Niven said that he could continue running the Website as it was beyond his skills. Some discussion was on suitable people to approach such as an IT student. It was agreed for Cllr. A. Niven to approach suitable candidates.

13) **General Data Protection Requirements:**

The Clerk said that the Council will need to appoint a Data Protection Officer under the General Data Protection Regulations by May 25th 2018. He said that the Data Protection Officer should ideally be an external person/company.

The Clerk said that he had obtained advice from the Suffolk Association of Local Councils. He said that they advised not acting hastily so the clerk advised the Council to have the issue as a Standing Item on Future Agendas where further information would be available and a more informed decision on who to appoint as the Data Protection Officer could be made even as late as the May 2018 Parish Council Meeting.

14) **Planning Matters:**

The Clerk noted the following Planning applications as information for the Council:

*Discharge of condition 3,4,5,7,8,9,10 (DC/16/5135/LBC)
Brook Hall Farm Edwards Lane Bramfield Suffolk IP19 9HN
DC/17/5458/DRC*

*Discharge of conditions 3 and 4 (DC/16/5134/FUL)
Brook Hall Farm Edwards Lane Bramfield IP19 9HN
DC/17/5440/DRC*

The Clerk said that the following Planning Application has arrived too late for a decision at this meeting but wondered if an Extra-Ordinary Parish Meeting could be agreed for later this month. It was agreed to meet on Friday, February 23rd 2018 at 7pm in the Village Hall.

***To fell Silver Birch to front of property.
Brookfield, The Street, Bramfield, Suffolk. IP19 9HT
DC/18/0575/TCA***

15) **Clerk's Report and Correspondence:**

The Clerk said that he had received notification that the War Memorial has been listed. He had also received a letter from Beccles Town Council regarding the closure of Lowestoft Records Office and SALC had sent a list of their next Area Meetings. The Clerk also reported that Suffolk Highways have a survey. Cllr. A. Niven said he would reply for the Council.

The Clerk said that the Suffolk Preservation Society was holding a Heritage Course. It was agreed that Cllr. D. Hughes would attend the course.

Proposer: Cllr. A. Thomas

Seconder: Cllr. A. Niven:

The Clerk reported that he had received an email from a parishioner regarding the £150 Donation to the churchyard. The Clerk said that the last donation was in August 2017 so the Council could make this year's donation now. It was agreed to pay £150 to the Bramfield and Thorington Parochial Councils and to the United Reform Church.

Proposer: Cllr. D. Hughes

Secunder: Cllr. M. Bond:

16) **Financial Report:**

a) **Balances at the Bank on January 31st 2018: To receive an update on the current financial status:**

Business Community Account	£5 948-11
Business Savings Account	£6 598-56

b) **Cheques for payment: To review receipts and approve payments:**

Chq. No. 101083	Clerk's Salary for January 2018	£193-06
Chq. No. 101084	Clerk's Income Tax for January 2018	£1-80
Chq. No. 101085	Clerk's Expenses for June 2017 - February 2018	£77-44

Proposer: Cllr. A. Niven

Secunder: Cllr. W. Shoote:

c) **External Audit Arrangements:**

The Clerk explained the new External Audit Arrangements for 2018 and gave out a handout to councillors.

17) **To receive information and agenda items for the Annual Parish Meeting and Annual Parish Council Meeting to be held on Monday, March 12th 2018:**

Cllr. A. Thomas said that she would buy some milk for tea and coffee at the Annual Parish Meeting. It was agreed that councillors would contact the local organisations for reports whilst the Clerk would contact County Cllr. R. Smith.

The Meeting ended at 9-25pm