

Bramfield and Thorington Parish Council

A Meeting of the Parish Council was held on Monday, April 9th 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:

Paul Widdowson (Clerk):

1) **Apologies:**

County Cllr. R. Smith and District Cllr. R. Catchpole:

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

There were no Declarations of Interests.

3) **Requests for dispensations:**

There were no requests for dispensations.

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

There were no reports from the County or District Councillors. Cllr. R. Smith was attending Walberswick Parish Council's Meeting.

However the Clerk reported that Cllr. R. Smith had sent an email regarding the Bramfield Calming Scheme which would be looked at in Item 8.

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 at the meeting.

6) **To confirm the Minutes of the Parish Council Meeting held on March 12th 2018 and the Extra-Ordinary Parish Council Meeting held on March 27th 2018:**

The Minutes of the Parish Council Meeting on March 12th 2018 were agreed.

Proposer: Cllr. D. Hughes: Seconder: Cllr. W. Shoote:

The Minutes of the Extra-Ordinary Parish Council Meeting on March 27th 2018 were agreed.

Proposer: Cllr. D. Hughes: Seconder: Cllr. W. Shoote:

7) **Emergency Planning:**

Cllr. A. Rozkalns reported that the leaflet was still at the printers but would be printed on silky paper. He also said that Suffolk County Council had asked Parish Councils to evaluate the effect of the recent bad weather. Councillors suggested that more hedges were needed to stop drifting but it was believed that all the villages coped well with the bad weather.

8) **Traffic Report on A144:**

The Clerk reported that he had received an email from Cllr. R. Smith regarding an estimate for the cost of possibly establishing a 40mph buffer area at either end of Bramfield. He says that the cost of preparing a report to go to the 'Speed Panel' to make a decision would cost £1 000. If the Speed Panel approves the scheme, subsequent design works would cost £4,535 (subject to variation depending on work required). It is estimated that Construction will cost £1,200 so the total cost should be around £6,735.

The Clerk reported that Cllr. R. Smith said that his Highways Budget (£6,667 per year) is too small to cover the cost of the project as it is to cover all his thirteen Parishes for a year. However, the Clerk said that if the Parish Council agrees to meet half the cost, then Cllr. R. Smith will authorise the process to start and will cover the other 50% of the cost. It may be that the proposal does not get through the Speed Panel in which case the liability to the Council will be £500. However if it proceeds to completion the liability to the Council will be a contribution of around £3,400 and there will be no further contributions from Cllr. R. Smith's Highways Budget over the next few years.

The Clerk said that Cllr. R. Smith wanted a decision as soon as possible so had asked if the Council could indicate its interest at this meeting with a formal decision to be made at May's Parish Council Meeting.

The Councillors discussed the proposal and agreed to indicate to accept the proposal and Cllr. R. Smith's offer.

9) **Telephone Box:**

Cllr. D. Hughes reported that she was filling in a thirteen page form to apply for planning permission to put glass in the telephone box rather than the current Perspex.

10) **Bramfield Bus Shelter:**

Cllr. A. Thomas reported that she and a parishioner were meeting to clean the shelter tomorrow at 9-30am. She said that she hoped to get some funding to help pay for its refurbishment. Cllr. A. Thomas reported that Community Payback would repair the bus shelter and it was agreed to reimburse Cllr. A. Thomas any

expenses she incurs in purchasing brushes and paint. The Clerk was asked to confirm that the Parish Council has Public Liability Insurance with Cllr. A. Thomas.

11) **Village Hall:**

Cllr. A. Rozkalns reported that the Village Hall AGM will take place on April 19th 2018. He also said that the Pre-School is nearly full and their Fun day is on April 21st between 9am-5pm.

It was agreed to contribute £50 to the Village Hall to buy food for an event in memory and recognition of a long-standing parishioner's contribution to local Village Life.

12) **Website:**

Cllr. A. Niven said that One Suffolk Website seems to have changed and he did not know now how to operate the website. The Clerk was asked if Spexhall Parish Councillor N. Ellis could help Cllr. A. Niven.

13) **General Data Protection Requirements: To discuss the implications for the Council:**

The Clerk said that he had gained two quotes to be the Council's Data Protection Officer.

The two quotes are:

*Local Council Public Advisory Service: With Visit - £100: Without Visit - £75:
DPO Centre, London: First Year - £600: Second Year Onwards - £300:*

Because the Clerk looks after four Parish Councils, the Clerk obtained a substantial discount from the Local Council Public Advisory Service as the usual quote is 'With a Visit' - £300 and Without Visit - £150.

It was agreed to ask the Local Council Public Advisory Service to be the Council's Data Protection Officer 'With a Visit' at a cost of £100.

Proposer: Cllr. D. Hughes: Seconder: Cllr. W. Shoote:

14) **Planning Matters: To agree and discuss the following planning applications:**

There are no planning applications.

15) **Clerk's Report and Correspondence: The Clerk to update the council on correspondence received and the administration of the Council:**

The Clerk thanked the Council for the 'Get Well' card for his recent illness saying that it was most appreciated.

The Clerk then reported that the Council had received a card from Thorington Church thanking the Council for its donation to its churchyard. He said that the

Council had received the 'Clerks and Councillors Newsletter', the 'Suffolk View' Magazine from Suffolk Preservation Society, 'Countryside Voice' from the CPRE and the 'Suffolk Coasts and Heaths' Newspaper. The Clerk finished with saying that he had received a notification of the Suffolk Walking Festival 2018 which will take place between May 12th and June 3rd and flyer for Wickstead Playgrounds and help in how to gain funding for setting up a playground.

The Clerk said that he had received a request from East Anglian Children's Hospices for a donation. It was agreed to make a donation of £25.

Proposer: Cllr. A. Niven: Secunder: Cllr. A. Thomas:

16) **Financial Report:**

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

Business Community Account	£5 274-01
Business Savings Account	£6 601-85

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

Chq. No. 101090	Bramfield Village Hall	£1 380-00
Chq. No. 101091	SALC Subscription for 2018-2019	£180-04
Chq. No. 101092	Clerk's Salary for March 2018	£193-66
Chq. No. 101093	Clerk's Income Tax for March 2018	£1-20
Chq. No. 101094	Bramfield Village Hall	£50-00

Proposer: Cllr. W. Shoote: Secunder: Cllr. M. Bond

17) **To agree the Final Accounts: Clerk to present the Final Accounts:**

It was agreed to postpone this issue until the next Parish Council Meeting.

18) **To receive information and agenda items for the Parish Council Meeting to be held on Monday, May 14th 2018:**

It was agreed to discuss the 40 mph speed limit at each end of Bramfield and the Final Accounts at the next Meeting.

The Meeting ended at 8-37pm.