

Bramfield and Thorington Parish Council

A Meeting of the Parish Council was held virtually via Zoom on Monday, January 11th 2021 at 7pm.

Minutes:

Present:

Cllr. A. Thomas (Chairman); Cllr. A. Rozkalns (Vice-Chairman); Cllr. M. Bond; Cllr. D. Hughes; Cllr. J. Key; Cllr. S. Key; Cllr. A. Niven and Cllr. W. Shoote: County Cllr. R. Smith (left 7-40pm) and District Cllr. N. Brooks (left 7-17pm):

Also Present:

Paul Widdowson (Clerk):

1) **Apologies:**

There were no apologies.

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

There were no declarations of Interest.

3) **Requests for dispensations:**

There were no requests for dispensation.

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

County Cllr. R. Smith said that he thought Suffolk County Council owned the layby at the top of the hill but he would find out. He reported that there had been 750 deaths in Suffolk from Covid-19 so far. County Cllr. R. Smith said that two 12-hour vaccination centres were starting next week. He noted that the Sizewell C Consultation had ended and that the next County Council Elections are on May 6th which may mean he would be subject to 'purdah' soon unless they are postponed which he wondered if they should as canvassing was currently banned. Finally County Cllr. R. Smith said that the County Council had increased its budget by 4% with 2% extra being for general expenditure and 2% extra being a levy to look after the elderly and vulnerable adult care. He said that he opposed this increase in the budget but he reported that the Police and Crime Commissioner would probably substantially increase his budget as well.

District Cllr. N. Brooks said that the District Council was looking at a planning application in Bramfield and that the District Council Car Parks were being used for the Covid-19 vaccinations. He said that the Council Tax was being held at last year's level with reserves and further efficiencies making up any increase in the budget.

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 Monday, November 9th 2020 and the Extra-Ordinary Parish Council Meeting held on Thursday, December 3rd 2020:**

The Minutes of the Parish Council Meeting held on Monday, November 9th 2020 were agreed with the amendment of Cllr. S. Key as present and Cllr. J. Key giving her apologies.

Proposer: Cllr. D. Hughes: Second: Cllr. A. Niven

The Minutes of the Extra-Ordinary Parish Council Meeting held on Thursday, December 3rd 2020 were agreed.

Proposer: Cllr. D. Hughes: Second: Cllr. M. Bond

7) **Traffic Report on A144:**

Cllr. A. Niven reported that Speedwatch was not operating currently. However he said that he did have the Sign Indicator Device (SID) data to assess. Cllr. A. Niven said that he would compare the statistics with those from 2017 but to make any predictions for a change in traffic because of Sizewell C, he thought that this was too far away. Cllr. W. Shoote asked if the statistics could be broken down into years so that the years can be compared to see if behaviour has changed.

8) **Parking in Bramfield Village:**

It was noted that there were many complaints from residents regarding parking at the top of the hill as they were having problems in finding places to park. The residents wondered who owned the layby and Cllr. A. Thomas said that she thought that perhaps a Residents Parking Scheme should be set up. It was agreed that the bend at the top of the hill was very dangerous and residents found it very hard to drive out from the front of their houses.

County Cllr. R. Smith said that ownership of the layby needed to be established first but warned that if a Residents Parking Scheme was set up, it would probably cost residents around £50 to £100 per year. Cllr. A. Niven said that as the weather gets better, he could see that there could be more problems and Cllr. W. Shoote said that visibility was very bad coming out of the houses there. He also said that a Residents Parking Scheme would take a long time to set up and asked why the layby was added to which Cllr. A. Thomas said that it was probably to create car parking for the residents.

9) **Village Hall:**

Cllr. A. Rozkalns reported that the Pre-School was operating and the Village Hall Committee had met earlier in the day and using plans already completed had agreed to ask for more estimates for work to be done on the kitchen.

Councillors agreed to wait for two more estimates and then the Parish Council would look to decide on whether to give the Village Hall a donation from the Cil

Money. Cllr. A. Thomas said that she wanted to see a good renovation of the Village Hall Kitchen so that it lasts a long time into the future.

10) **Internet Banking:**

Cllr. A. Rozkalns said that he had all the information he needed to allow the Parish Council to use Internet Banking.

11) **Planning Matters:**

The Clerk said that there were no planning applications.

It was noted that some buildings had been demolished and a parishioner had thanked the Parish Council for its decision regarding a recent planning application.

12) **Clerk's Report and Correspondence including Donations:**

The Clerk reported that he received the 'Clerks and Councillors Newsletter', a 'Draft Historic Environment Supplementary Planning Document Consultation' Letter and a Sizewell C Planning Inspectorate Letter. The Clerk read out the latest Precept Letter from East Suffolk Council and reported that he filled in a Cil Report for the Year 2019-2020 for East Suffolk Council. It was agreed to discuss how to use the Cil Money in February's Parish council Meeting. Finally, the Clerk said that he received a letter and a 'Watch Tower' Magazine from a member of the Jehovah's Witnesses.

13) **Financial Report:**

a) **Balances at the Bank on December 31st 2020:**

Business Community Account	£8 517-95
Business Savings Account	£6 630-11

b) **Cheques and Receipts:**

101188 Chris Collins – Reimbursement for Christmas Lights £72-95

Proposer: Cllr. A. Rozkalns: Seconder: Cllr. S. Key:

14) **Payroll Service:**

The Clerk reported that Ladywell Accountancy Services who look after the Parish Council's payroll are ending their service from the end of the Financial Year ie March 2021 will be the last one.

It was agreed that the Parish Council approach the Suffolk Association of Local Councils (SALC) to see if they would take over providing the service.

Proposer: Cllr. A. Rozkalns: Seconder: Cllr. W. Shoote:

15) **New Policies:**

Audit and Impact Assessment
Data Consent Form
Data Protection and Information Management Policy
Procedures for Dealing with Data Breaches
Procedures for Dealing with Subject Access Requests

It was agreed that the Clerk would email these policies to the councillors so they could read them and decide at the next Parish Council Meeting in February.

16) **Current Policies:**

Equal Opportunities Policy
Privacy Notice for Residents
Privacy Notice for Staff and Councillors
Privacy Notice for New Councillors

It was agreed that the Clerk would email these policies to the councillors so they could read them and decide at the next Parish Council Meeting in February.

17) **To receive information and agenda items for the Parish Council Meeting to be held on Monday, February 8th 2021:**

Cllr. A. Rozkalns said that a parishioner had said that three trees need to be cut down and parts of other trees need to be pruned. He asked that the Parish Council could perhaps discuss this at the next Parish Council Meeting in February. He also asked that the Parish Council could also discuss a donation to the Waveney foodbank at the next Parish Council Meeting in February.

The Councillors agreed that these topics should be on the next Parish Council Meeting Agenda in February and they also agreed at the next Parish Council Meeting in February to discuss using the Cil Money for the Village Hall and the policies to be adopted by the councillors.

The Meeting ended at 8-43pm.