

Bramfield and Thorington Parish Council

Clerk: Karen Lewis : bramfieldandthoringtonclerk@gmail.com

NOTICE OF MEETING

Councillors are summoned to a Meeting of the Parish Council which will be held at Bramfield Village Hall, Bramfield, IP19 9HZ on Monday, November 13th 2023 at 7pm.

Members of the public and the press are welcome to attend and may ask questions on Agenda items in the Public Session (Item 4) otherwise they are respectfully requested to remain silent during the meeting. Councillors and the public are advised the law permits any person to film, record, photograph or use social media to report on meetings of the Council open to the public:



Signature:

Clerk to Bramfield and Thorington Parish Council

Monday 6th November 2023

Agenda:

1. **Welcome from the Chair**
2. **Apologies:** To receive any apologies for absence
3. **To receive Declarations of Interest and requests for dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting
4. **Public Session:** The Chair will open the Meeting for no longer than 15 minutes for members of the public to give their views on issues on this agenda for a maximum of 2 minutes. Members of the public may not take part in the Parish Council meeting itself.
5. **Verbal update from Cllr Hughes regarding the recent flooding in Bramfield**
6. **To receive a report from the County Councillor (if present)**
7. **To receive a report from the District Councillor (if present)**
8. **To consider the Minutes of the Meeting October 9th 2023 for accuracy and for the Chair to sign as a true record**
9. **Review and approval of the following Policies:**
 - 9.1. **Data Protection and Information Security Policy**
 - 9.2. **Subject access request (SAR) Policy**
 - 9.3. **Financial Reserves Policy**
 - 9.4. **Councillor Co-option Policy**

10. Planning Matters:

10.1. Application:

Planning reference: DC/23/4044/LBC

Proposal: Listed Building Consent - Conservation works, window replacements, and single storey rear extension to listed farmhouse; and extension to separate cart shed annexe.

Site address: Street Farm, Bridge Street, Bramfield, Halesworth, Suffolk IP19 9HZ

10.2. Application:

Planning reference: DC/23/4043/FUL

Proposal: Conservation works, window replacements, and single storey rear extension to listed farmhouse; and extension to separate cart shed annexe.

Site address: Street Farm, Bridge Street, Bramfield, Halesworth, Suffolk IP19 9HZ

11. Clerk's Report

12. Finance Matters:

12.1. To approve items on the Authorisation to Pay Sheet (see below)

Invoice Date	Inv No.	Payee	Item Description	Net Amount	VAT	TOTAL
06/11/2023	2022/162	Suffolk.Cloud	Support and hosting of website from 1 November 2023 to 31 October 2024	£ 110.00	£ -	£ 110.00
TOTAL				£110.00	£0.00	£110.00

12.2. To approve the 2023/2024 salary increase and back pay for the Clerk as per 2023-24 National Salary Award (8.15% rise)

12.3. To review and agree the 2024/2025 budget, precept and level of financial reserves

12.4. Resolve to authorise the RFO to transfer all banking for the Parish Council from Barclays to Lloyds at the earliest convenience

12.5. Council Asset Inspection Rota Proposal

13. Village Green Project - Change of use planning application

14. Review of proposed 2024/2025 Meeting Dates

15. Date of next meeting: Monday, January 8th 2024 at 7pm

Councillors to forward any matters for the next Agenda to the Clerk by 30th December 2023