

**Bramfield and Thorington Parish Council**

**Minutes of the Parish Council held at Bramfield Village Hall on Monday, July 24th 2023 at 7pm.**

**Present:**

Cllr. Hughes (Chair), Cllr. Rozkalns (Vice-Chair), Cllr. Bond, Cllr. Niven & Cllr. Ryder

**Also Present:**

Karen Lewis (Clerk), C Cllr. Richard Smith, District Cllr. P. Ashton and 2 members of the public

**016/23-24 Chair's welcome:** The chair welcomed those present

**017/23-24 Apologies:** No apologies received.

**018/23-24 To receive Declarations of Interest and requests for dispensations:** None received

**019/23-24 Public Session:** A member of the public raised a continuing issue with a neighbour. Another member of the public raised an issue with a delivery van driving dangerously in Edwards Lane albeit within the 60mph speed limit. D. Cllr Smith advised that data and evidence were needed to investigate whether a reduction in the speed limit was warranted, but would nevertheless arrange for the Highways Community Engineer to come out, have a look and report back.

**020/23-24 To receive a report from the County Councillor**

The following updates were given by C. Cllr. Smith:

1. Sizewell C had not yet been given the final trigger to go ahead
2. A fund had been made available to review/repair pavements
3. £10m had been borrowed to resurface additional roads in Suffolk. Particularly residential / cul-de-sacs. The Parish Council were encouraged to let him know if there were any roads in the parishes that needed attention. Cllr. Niven will review and advise the Clerk.
4. The A1120 has been earmarked for repairs to existing road signs. A small fund is available to repair other road signs in other locations. Cllr. Niven will inspect the parishes road signs and report to the clerk if any need attention.

The chair thanked C. Cllr. Smith for the donation to the Playing field project. The Chair also highlighted the need to install a 20mph restriction on the Thorington Road past the school. It was strongly felt that the unique nature of this location with the narrowness of the road and lack of pavements made it a priority. C. Cllr. Smith will ask the engineer to review the location when he visits the parish to review Edwards Lane

**021/23-24 To receive a report from the District Councillor**

The following updates were given by D. Cllr. Ashton:

1. Parish Councils are being encouraged to develop a Neighbourhood Plan. There are a number of advantages to going through this process including the % of CIL money given increases to 25%
2. There is a fund for School uniform banks and grants are available.
3. The D.C. has set up a scheme with private landlords whereby they offer discounted rents to help reduce the risk of homelessness.

**022/23-24 To confirm the Minutes of the Parish Council Meeting held on June 21st 2023:** The Minutes of the Parish Council meeting held on June 21st 2023 were **APPROVED** and signed by the Chair

**023/23-24 Planning Matters:** There were no planning applications but a question was asked whether photos can be uploaded to the ESDC Planning Portal. The Clerk will investigate and revert. The Chair updated the Council on the outcome of the ESDC Planning Forum she attended.

**024/23-24 Internet Banking:** Cllr. Ryder will action the final requirement of Barclays Mandate Process

**025/23-24 Clerk's Report:** The Clerk has attended SALC AGM and a new Clerk online clerk forum. The purpose of the Website was discussed as a vehicle to support the villages and it was agreed that Councillors would give some thought to this and discuss in more detail in the September meeting.

**026/23-24 Finance Matters:**

**026/23-24.1 Review bank receipts/budget & payments against budget as at 30<sup>th</sup> June 2023**  
It was **AGREED** to accept the report

**026/23-24.2 To approve the Bank Reconciliation to 30<sup>th</sup> June 2023**  
It was **AGREED** to accept the figures as presented and the documents were signed by the Chair

**026/23-24.3 To approve the Bank Reconciliation to 30<sup>th</sup> June 2023**  
It was **AGREED** to pay all items on the sheet with the exception of the SALC audit invoice. It had transpired that the first invoice paid in May was an error on the part of SALC and would be refunded. The new invoice on the ATP is only authorised for payment once the refund has been received

**027/23-24 Defibrillators:** The Chair and the Clerk have been added to the Community Heartbeat online defibrillator management system. It was **AGREED** that a new battery would be purchased by the Clerk. It was agreed that a better understanding of the school as a possible location for a second defibrillator was needed and the Chair would investigate further.

*D. Hughes*

**028/23-24 Highways**

**028/23-24.1 SID**

It was **AGREED** for Cllr. Niven to purchase 2 new batteries at the lowest cost

**028/23-24.2 20 MPH Speed Signs / compulsory limit outside the school**

After discussion it was **AGREED** that the Chair and Clerk would draft a working paper for the September meeting on how to move this issue forward

**029/23-24 Charity Donations**

Cllr. Ryder recused herself as the Chair of the Village Green Charity. The Clerk presented an overview of expected yearly spend and an anticipated year end bank balance.

It was **AGREED** that the Council would target a 9 month reserve policy (6-12 months is regarded as good practice by SALC) in future. This policy still allows the Council to donate / invest in a number of areas using ring-fenced reserves. Discussions will continue in the September meeting.

**030/23-24 CPRE Annual Subscription:** It was **RESOLVED** not to continue with the subscription

**031/23-24 Exclusion of Press and Public:** It was **AGREED** to exclude the press and public from the agenda item "Clerks Contract of Employment". It was further **AGREED** to move this Agenda item to the end of the meeting

**032/23-24 Date of next meeting:** The date of the next meeting is Monday, September 11<sup>th</sup> 2023 at 7pm

The Public and Clerk left the meeting

**033/23-24 Clerk Employment:** The Clerks employment contract was **AGREED**. The Clerks Home Working Risk Assessment was **NOTED**

*Councillors to forward any matters for the next Agenda to the Clerk by end of 31<sup>st</sup> August 2023*

**The public meeting ended at 20:55**

*CS Hughes*  
*11.09.23*