

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 13th October 2025 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 5) 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, 6st October 2025

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. **Presentation by Sizewell C regarding High Lodge and Park & Ride**
5. **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.
6. **To receive a report from County Councillor Richard Smith (if present)**
7. **To receive a report from District Councillor Paul Ashton (if present)**
8. **To consider the Minutes of the Meeting held Monday 8th September 2025 for accuracy and for the Chair to sign as a true record.**
9. **Planning Matters:**
10. **Clerk's Report:**

11. Finance Matters:

11.1. To approve items on the Authorisation to pay sheet

Bramfield & Thorington Parish Council

Authorisation of Payments at Council Meeting 13th October 2025

Invoice Date	Inv No.	Payee	Item Description	Net Amount	VAT	TOTAL
01/10/2025		K. Lewis	Q3 Clerk Salary/Homeworking Allowance	£ 913.78	£ -	£ 913.78
09/09/2025		K. Lewis	Telephone kiosk painting kit via X2 Connect Ltd	£ 137.00	£ 27.40	£ 164.40
15/07/2025	85413192	K. Lewis	New Grit Bin for Pitmans Grove via Manutan	£ 99.00	£ 19.80	£ 118.80
30/09/2025	30459	SALC	Invoice for provision of 6 months payroll service for period ending 30 Sept 25	£ 19.00	£ 3.80	£ 22.80
TOTAL				£ 1,168.78	£ 51.00	£ 1,219.78

11.2. To approve the Bank reconciliation as at 30th September 2025

11.3. To review bank receipts/payments against budget as at 30th September 2025

11.4. To review anticipated 12 month spend vs budget and to action any virements

11.5. To review general (6-12 months annual spend) & earmarked reserves

11.6. To review 2026-2027 draft budget/precept

11.7. To confirm request to HMRC of a VAT refund of £204.39 for period March '24 to June '25

11.8. CIL review

12. Policy Reviews

12.1. Scheme of delegation to the Clerk

12.2. Councillor Co-option Policy

12.3. Financial Reserves Policy

12.4. Subject Access Request Policy

13. Update on Community Painting Project

14. Riparian responsibilities (Cllr. D. Hughes)

15. Highways

15.1. Grit Bins

16. Date of next meeting: Monday, 10th November 2025 at 7pm

Councillors to forward any matters for the next Agenda to the Clerk by 30th October 2025