

BRETENHAM PARISH COUNCIL MEETING HELD ON THURSDAY 11th NOVEMBER 2021 IN THE VILLAGE HALL AT 7:30PM

MINUTES

In attendance: Clerk/RFO Della Clarke, VC Ms E Woods, Councillors Mrs L Collings, Mr P Truin, Ms A Wilson, Mr N Tavener, BMS Cllr Robert Lindsay, Footpaths Officer Martin Annis and 4 members of the public

1. Vice Chairman's welcome and to accept and approve apologies for absence – Chairman sent his apologies as did Cllr Cronk. In addition David Griffiths and Roger Bere were unable to attend and sent their apologies.
2. To receive and accept members' Declarations of Interest for items on the Agenda – Cllr Truin had an interest in drainage at Fir Cottage – Clerk noted this had already been included in the register and the book has been signed.
3. To resolve that the Minutes of the meeting held on 23rd September are a correct record – agreed that these were accurate and VC Woods to sign after the meeting.

PUBLIC FORUM

- SCC and Babergh and Mid Suffolk Councillor read the key points from his report, report available separately.

Martin Annis queried regarding whether Cllr Lindsay could write to CEO of Post Office regarding the stolen post box – agreed he would. Also raised that many of the directional signs had broken around Brettenham, asked if there was anything we could do. Cllr Lindsay confirmed that he would ask Highways the question, but they do not prioritise replacement but equally don't let Councils maintain them.

He also raised that Highways had not grass cut the whole year and was poor. Cllr Lindsay agreed to find out.

VC Woods asked whether there was a sufficiently resourced enforcement team as there had been enforcement needs that hadn't been met. Cllr Lindsay said that if VC Woods cc'd him into the emails about this to add his support that would be useful.

- Neighbourhood Watch is now covered by Val McGuill and Lee Coomber is now going to help with online reporting
- Footpaths Officer – confirmed he had re-submitted broken foot bridges to chase up and will continue to chase until its resolved
- SALC representative – Neighbourhood Watch survey was completed. Training online is available and Cllr Wilson will circulate emails. Tim Passmore looking for survey participants for Police and Crime Plan. Meeting attended confirmed the Joint Local Plan had been delayed.
- BVA – Held a meeting on 4th October. Good to see VH being used to include a regular booking but no other regular bookings have kick-started again. Looking to promote running of classes in village magazine. More one off bookings useful, and Village Inn is getting back into swing, looking to continue running them indefinitely. Getting round how to provide food safely and external operators are being used, which is popular and operators are happy and are being re-booked. Previous chefs from inside the village are still volunteering to include the Bloaters, Church and also RDA. Roles have changed – Tom Coomber is now cleaning VH, Greg Potter is doing VH maintenance and checks, and Stu Butcher is assisting with bar stocking. Considering getting audio-visual equipment, Hughes electrical will be doing site visit and have located a business to do installation. Upcoming events to include quiz on 27th Nov, Christmas Eve VI will be held and potentially carol service. NYE will be downscaled so will be a bar event only without live music. Spoke at last meeting about Jubilee and BVA happy to support PC in that respect and could hold VI on the Thursday (which is when the beacon would be lit). Next meeting on 17th Jan.

PUBLIC FORUM CLOSED

4. To receive Clerks report on matters from previous meeting and to date.
 - 4.1. To provide update on actions from previous meeting
 - 4.1.1. Lease for playing field update – confirmed with Birketts
 - 4.1.2. Banking online access – confirmed Cllr Collings had tried to get access and we were in touch about this, Chairman is also going to try

4.1.3. S106 money for defibrillator – confirmed still waiting to hear and have chased

4.1.4. Insurance now in place – Clerk advised this was done – VC thanked

5. Planning

5.1. To consider and receive updates on Planning Applications

Reference	Address	Application	Comments
DC/21/05384	Fern Hall, Beales Drive, Brettenham, Suffolk IP7 7QL	Application for Works to trees Protected by Tree Preservation Order WS315/A4 and in a Conservation Area - Reduce lateral limbs of a group of trees consisting of Ash, Sycamore and Crack Willow by up to 3m as indicated on G 1 on plan due to excessive shading. Reduce lateral limbs by 3 meters on the south east side because of excessive shading.	VC Woods confirmed that the tree officer at the council wasn't too concerned and has approved it, but it was raised that the trees are screening the development and the PP provided was that those trees are protected
DC/21/04406	Poplar Farm, Buxhall Road, Brettenham, Suffolk IP7 7PA	Discharge of Conditions Application for DC/21/03295 - Condition 5 (Scheme for Disposal of Manure)	Information only as just a discharge
DC/21/05556	10 The Gardens, Bury Road, Brettenham, Suffolk IP7 7PJ	Application for works to trees subject to a Tree Preservation Order (WS66/A1) - Fell T3 Austrian Pine (Very tall, subsiding limbs and has shed large branches onto garden) Fell T5 Corsican Pine and replace with 1no small leaf Lime and 1no Holly Tree (Poor physiological condition and leaning toward the road) Fell Area of suppressed trees/shrubs including 6no Cherry Laurel, 4no Lawson Cypress and 2no Sycamore, replace with plantation belt of shade-tolerant understory to provide dense screening to the road (Allowing open views into garden)	This was approved but no trees can be removed without a planting plan going into place
DC/21/05656	The Limes, The Street, Brettenham, Suffolk IP7 7QP	Application for works to trees in a Conservation Area: Crown reduction of 2no Plane (T1 and T2) trees by 1/3rd, removal of damaged branch from 1no Walnut tree (T3) followed by minor work to rebalance the tree, felling of 2no Leylandii trees (T4 and T5) from front garden, removal of a section of 1no Ash Tree's (T6) forked trunk, and removal of 8ft Leylandii hedge (T7) to replace with Beech hedge	PC were happy with this as well as tree officer

DC/21/05671	Whitebeams, Beales Drive, Brettenham, Suffolk IP7 7QL	Application for works to trees in a Conservation Area: Reduce height of 1no Hazel (T1) by 4m and prune sides by 1m, reduce height of 1no Hazel (T2) by 3m and prune sides by 1m, fell 2no Lawson Cypress (T3 and T5) and 1no Leylandii Cypress (T4) to ground level and grind stumps	Tree officer at BMS was not concerned and VC Woods made comments about whether the works were appropriate
DC/21/05777	Fern Hall, Beales Drive, Brettenham, Suffolk IP7 7QL	APPLICATION FOR CONSENT TO CARRY OUT WORKS TO TREE(S) PROTECTED BY A TREE PRESERVATION ORDER	Many trees to be cut back with some planting, is in consultation
DC/21/06003	Fern Hall, Beales Drive, Brettenham, Ipswich Suffolk IP7 7QL	Installation of 2no. roller shutter doors and infill side walls of cartlodge	In consultation period at present and no specific concerns raised. Confirmed there was a landscape design as part of the Beales Drive development where some trees have not been planted. VC Woods going back.

VC Woods considering planning process going forward and will update.

- 5.2. Neighbourhood Plan update – Chairman provided a report prior to meeting and this was read to attendees – *“There has been some delay in moving forward on the neighbourhood plan. However the three working group leaders and myself met last week and agreed as a priority we would review in detail the resident survey result with a view to defining the Brettenham planning policy actions and the community actions to be incorporated into the neighbourhood plan. The planning policy actions and community actions will be a first draft and reviewed by all those working on the neighbourhood plan. The aim is to have these actions completed prior to Christmas and submitted to Ian Poole. The intention then is to hold a meeting with Ian Poole in the village hall with all the working group members in order to define further progress. Individual working groups will continue to develop their respective subjects.”*

6. Upcoming events/ considerations

- 6.1. Should Brettenham take part in the beacon lighting for the Queen’s Jubilee – Cllr Wilson confirmed having spoken to BVA and if all Cllrs in agreement, we would do a beacon lighting and would now need to decide what beacon was going to look like. Cllrs all confirmed principally happy. Bonfire was considered but school approached in that regard but they have not come back. Could have a very large built beacon but may not be appropriate. Could have a smaller one which is portable and circa £400/500. VC Woods confirmed that she would support it being looked into it. Cllr Tavener recommended we have logs rather than gas if possible and would be happy to supply. Cllrs confirmed happy for Cllr Wilson to progress to get further information and happy to work with BVA. ACTION: Cllr Wilson progressing and will report back
- 6.2. Suffolk Climate Change Group - access to services – SCC group have employed groundwork to offer services on reducing their energy cost and improve carbon footprint. Cllr Wilson has asked magazine to print a survey which has had minimal responses so will be sending around by email and will also put on Facebook. Cllr Collings asked if specific enquiry could be made to ask what resolutions could be used on listed buildings as there are additional challenges. ACTION: Cllr Wilson to ask and report back next meeting.
- 6.3. Queens Green Canopy on playing field – VC Woods asked whether we would like to plant some more trees on the playing field and asked for views. Cllr Truin agreed in principle as long as positioned appropriately. Some members of the public had concerns. ACTION: VC Woods to pass to NP working group.

7. Correspondence

- 7.1. To discuss items of correspondence

- 7.1.1. Clerk has asked David Bracey to do the playground inspection – confirmed and no objections raised
- 7.2. To discuss any further items of correspondence received since Agenda prepared – Clerk confirmed email had been received regarding eco-furniture and Clerk to circulate
8. Playing Field/Parking/Health and Safety/Footpaths
- 8.1. To receive reports of any other Health and Safety issues – none received
- 8.2. Highway drainage issues, flooding (including at Fir Cottage), and SCC response – Clerk read report from Chairman – *“On the 5th of October 2021 Mr Richard Porter highways assessment officer of Suffolk County Council and I made a thorough review of the drainage alongside the roads in Brettenham parish. We looked at the gullies, drains and pipes adjacent to and under the roads in the parish. Suffolk County Council highways will clean and jet wash all the drains, pipes and gullies alongside and under the roads. However before this can happen the ditches from which the pipes drain need to be cleaned by the landowners so that the highways can access the pipes. I have talked with the landowners who have agreed to clean the dishes near the pipes when ground conditions permit. I have subsequently received confirmation by email from Mr Porter that Suffolk County Council highways will conduct a blanket cleaning of gullies drains and pipes. At this time the date is undefined”*.
- 8.3. “Private Property” / “No parking beyond this sign” sign – should this be purchased – agreed unanimously that it would be purchased but Peter Haig-Thomas should be consulted.
9. Finance
- 9.1. Clerk to provide current financial report – confirmed entries and no queries
- 9.2. To consider and authorise payments detailed on finance report – cheques to be signed after meeting and no concerns
- 9.3. To discuss allocation of CIL money – VC Woods raised that there were some items raised from the neighbourhood survey previously, and many had already been purchased. Items that hadn’t been mentioned were a slide, a basketball hoop and glass recycling containers and potentially other equipment. Clerk went through amounts held for CIL and S106 and confirmed expiry dates. It was raised that solar panels could be useful and also potentially signage. Action: Cllr Wilson to speak to Sarah Gill from Groundwork about solar panel availability
10. AOB and items for consideration of inclusion on next Agenda
- 10.1. Cllr Collings mentioned Centre Academy applying to be an eco-school, and amongst other things children wanted to do litter picking
- 10.2. Suggested that a visit to Thorpe village could be useful as they have a proud decorative iron work fire pit and this could be a possibility
- 10.3. Robin Sedgewick offered money for good causes and potentially boxes and planters, eco-planters mentioned could be a good approach – next agenda to discuss use of potential money
- 10.4. VC Woods mentioned that Chairman is stepping down from Parish Council at main AGM in 2022. Raised that we should advertise in new year in mag that there will be a Councillor vacancy
- 10.5. VC Woods tried to attend a webinar about ‘broadcasting’ meetings to encourage virtual attendance (especially if AV equipment available) in VH

Meeting closed at 8:54pm

Della Clarke | Clerk/RFO | Email: brettenhamparishcouncil@btinternet.com

Agenda circulated to:

Chairman

Mr Chris Clarke*

Vice-Chairman and Chairman of Planning Committee

Ms Emily Woods*

Councillor and Suffolk Passenger Transport Representative

Mr Peter Truin*

Councillor and SALC Representative

Mrs Alyson Wilson*

Councillors

Ms Beverley Cronk*

Mrs Lindsey Collings*

Nick Tavener*

Suffolk County and Babergh District Councillor – Cosford

Mr Robert Lindsay*

Suffolk Constabulary(Parish Council Liaison Officer):

Darren Marshall *

Internal Auditor

Mr Roger Bere*

Neighbourhood Watch Co-ordinator:

Val McGuill*

Lee Coomber*

Gardening Club

Jane Moulding*

Jane McDonald*

* sent via email

Footpath Liaison Officer

Mr Martin Annis*

Tree Officer:

Mr Andrew Gooderham*

VH Noticeboard/Village Website

Old Buckenham Hall School

Headmaster*

Centre Academy for East Anglia

Dr Duncan Rollo/ Mrs Kim Salthouse*

Village Hall Caretaker

Greg Potter*

Website Co-ordinator

Beth Clarke*

Brettenham Village Association

Pete Knight*