

**MINUTES**

In attendance: Clerk/RFO Della Clarke, Chair A Wilson, VC E Woods, Councillors Mrs L Collings, Mr P Truin, Mr H Daniell, Mr N Tavener, SCC Robert Lindsay and 6 members of the public

1. Chair's welcome and to accept and approve apologies for absence – Cllr Cronk only
2. To receive and accept members' Declarations of Interest for items on the Agenda - none
3. To resolve that the Minutes of the meeting held on 10<sup>th</sup> October 2022 are a correct record – minutes circulated prior to meeting – resolved as accurate.

**PUBLIC FORUM**

- SCC Robert Lindsay – full report available separately. Chair asked whether elected leader was part of the re-structure mentioned by Cllr Collings in the last meeting – Cllr Lindsay confirmed only affecting SCC due to change of Govt. structure at County level. Means you will be able to vote for someone to lead the CC from 2024. Chair mentioned to Cllr Lindsay that was able to pinpoint someone to assist in replacement of fingerposts, cost was circa £1,100 per sign. Confirmed Cllr Lindsay had managed to secure funding of 50% so thanks were extended to Cllr Lindsay. Cllr Collings asked about the potholes compensation point raised previously – Cllr Lindsay has not found out yet but will do so. Cllr Lindsay asked about the planning permission ref DC/23/00263 and for context, this was explained. Cllr Lindsay left.
  - Neighbourhood Watch – Val McGuill has resigned, vacancy to be advertised as appropriate. Thanks extended to Val McGuill, who will continue doing Speed Watch. Speed Watch suspended during ice and 3 volunteers needed rather than 2.
  - Tree officer – no updates other than planning application discussions already held with Cllrs.
  - Neighbourhood Plan rep – all information provided by contributors is being submitted to Ian Poole to provide first draft and revert back. Chair confirmed that next stages are upcoming and paid for by Grant which PC will have to approve, such as consultation. Number of volunteers across various groups – may be when first draft available need further volunteers to review areas of knowledge. Towards end of year hopefully be close to full submission.
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. Change to presentation of public forum – explained that change of structure proposed. Feedback from other areas suggested they are meeting themselves and minutes available. Suggested for that reason BVA, Gardening Club and Website Co-ordinator not needed. Suggested for other parties that parish council reaches out for updates prior to meeting – reports can then be provided or the meeting attended. Agreed Clerk would contact reps 2 weeks prior to meeting. ACTION: Chair and Clerk to agree which contacts to reach out to.
      - 4.1.2. Lease for playing field update – no change, Chair confirmed would perhaps be relevant later in the meeting.
      - 4.1.3. Banking online access – confirmed Chair now on mandate, online banking to follow.
      - 4.1.4. Magazine costs and new price proposals – Clerk explained proposals circulated prior to meeting, and those changes unanimously agreed.

**5. Planning**

**5.1. To consider and receive updates on Planning Applications**

Reference	Address	Subject	Comments	Comments from meeting
DC/22/05403	Former Breakers Yard And Premises, Old School Corner, Brettenham, Suffolk	Approval of non-material amendment	No need to discuss – deadline passed	NA

DC/22/04643	Land West Of Church Farm, Buxhall Road, Brettenham, IP7 7PE	Discharge of conditions	No need to discuss – deadline passed	NA
DC/22/05851	Rose Cottage, 39 The Street, Brettenham, Ipswich Suffolk IP7 7QP	Notification of Works to Trees in A Conservation Area - Fell 1No. Pine (T1), Fell 1No. Fir (T2). Remove five branches from group of 3No. Trees	No need to discuss – deadline passed	NA
DC/23/00018	23 The Street, Brettenham, Ipswich, Suffolk IP7 7QP	Notification of Works to Trees in a Conservation Area - Reduce sides of 1No. Oak (T1), Fell 1No. Oak (T2)	Deadline 30 <sup>th</sup> January	VC Woods had conversation with TO and recommended felling cutting may not be justified due to proximity to new property, and different strategies could be better. VC Woods taking photos to send to TW, will be sent to Clerk to send on before 30 <sup>th</sup> .
DC/23/00079	The Shambles, 22 The Street, Brettenham, Ipswich Suffolk IP7 7QP	Householder Application - Installation of 9No. solar photovoltaic panels on front roof slope with a 7kW battery in the loft space.	Deadline 1 <sup>st</sup> February	No comments to be made to DC – response to be neutral.
DC/23/00263	Church Farm, Buxhall Road, Brettenham, IP7 7PE	Application for a Lawful Development Certificate for an Existing Use or Operation or Activity including those in breach of a planning condition. Town & Country Planning Act 1990 - Commencement of development in respect of planning approval B/14/01297 without compliance with planning conditions 11, 14 and 15.	Deadline 10 <sup>th</sup> February	Member of public commented it was likely to do with checking planning permission hadn't lapsed. Cllr Tavener agreed. Cllrs agreed no comments to be made to DC – response to be neutral with comments to suggest that was at DC's discretion.
DC/22/06309	Anglian Water Services Bury to Colchester Pipeline	Full application for BSE to Colchester 69k Pipeline Scheme and associated above ground infrastructure...	Deadline 14 <sup>th</sup> February	No comments to be made to DC – response to be neutral.

**6. CIL allocation and spending – Chair went through updated CIL grid.**

- Site visit by Kompan had taken place re play equipment, to include slide, basketball hoop, and spinner bowls. Also multi-play unit for small children. Zip wire was ruled out as not able to be safely installed. Adult gym equipment discussed but was quite large. Prices include VAT. Fencing not able to be paid for via S106, and S106 has to be applied for before work completed. Suggestion is that slide is paid for by S106 (replacing fireman's pole). Slide was also mentioned as desired by villagers multiple times. Proposed therefore that S106 app was used to get slide and perhaps other money used for other areas. Discussion was held regarding cost of the slide and benefits provided. Cllrs all agreed that S106 application with the slide could be progressed, due to limited space and benefits provided. Balance could then come from CIL. Could then consider adding other play equipment such as spinning bowls. **ACTION:** Clerk and Chair to discuss progressing S106 money usage – lease may need to be formalised prior to being able to use this.

- Road sign on village green – Chair received email from Council as to company that will do the work, Chair to contact supplier, work likely £1,300.
- White gates entry road signs – matter of space and not a priority so on hold.
- Directional road signs – as discussed in Public Forum above circa £1,113 per post to include safety and installation, some funding from Cllr Lindsay has made more affordable. Proposed and unanimously agreed that this should be progressed.
- Car park fencing – completed. S106 not possible, CIL will pay for this.
- Coronation oak corner – site meeting held. Restoring water pump, 3 options: nothing, refurbish, refurbish and move. Felt that refurbishing and moving towards tree on a plinth would be a good idea. Could also buy a larger version to make it aesthetically pleasing. Price for moving smaller pump, put on plinth with a new backstop would be about £750. For a larger model including purchase and installation would be c£1,000. Bench around tree with plaque range from £300 - £2000 but could get a quality version for c£700. TO suggested not changing lay of land to not affect road given puddling issues. Could roll, harrow and re-seed to make presentable for circa £300. Agreed that this re-rolling/ harrowing only at this time could be progressed in Spring.

## 7. Upcoming events/ considerations

- 7.1. Queens Green Canopy on playing field – no update, still up for decision on Coronation Tree. Chase up to be included in other correspondence to land owner. ACTION: next meeting to be changed to Coronation Tree. ACTION: Chasers to be sent to landlord re trees and lease.
- 7.2. New tree and plaque on land outside the Church – no update, Cllr Daniell to progress.

## 8. Correspondence

- 8.1. To discuss items of correspondence – none received
- 8.2. To discuss any further items of correspondence received since Agenda prepared - none

## 8. Playing Field/Parking/Health and Safety/Footpaths

- 8.1. To receive reports of any other Health and Safety issues – David Bracey report – highlighted some minor points and management. Cllrs aware.
- 8.2. Highway drainage issues, flooding/drainage (including at Fir Cottage), and SCC response – ‘Fir Cottage’ drain still not cleared as drain is still blocked by where tree was cut down. Only issue reported still – suggested potentially getting re-jetted. ACTION: Chair to speak to Richard Porter about how to go about improving given BT pipe adjacent, given erosion of road.
- 8.3. “Private Property” / “No parking beyond this sign” sign – new signs up where possible, one more sign to go up to say no parking beyond this point. ACTION: Clerk to review.
- 8.4. Sign-post replacements – as above.
- 8.5. Grass cutting of playing field – Church consulted about taking over mowing of playing field and associated areas, Church proposed £55 for all mowing and strimming of play area, and proposed next to the Church, but wires were crossed and quote was not for intended area. PCC to reconsider. Current supplier to be notified if any changes ASAP.

## 9. Land opposite OBH gates – as above in point 6 above.

## 10. Finance

- 10.1. Clerk to provide current financial report - agreed
- 10.2. To consider and authorise payments detailed on finance report – all agreed
- 10.3. To discuss and approve the Precept – discussed proposals, all agreed and approved.

## 11. AOB and items for consideration of inclusion on next Agenda.

- 11.1. VC Woods confirmed stepping down from Council in May – mentioned for awareness, adverts to be circulated
- 11.2. Cllr Daniell mentioned whether point to be added to next Agenda about assisting in volunteering following the Big Help Out volunteering initiative in relation to Coronation, Cllr Daniell to come with proposal. ACTION: Clerk to add to next Agenda
- 11.3. Chair requested move Neighbourhood Plan back to Agenda item next meeting
- 11.4. Chair requested next Agenda to include under point 6 ‘Coronation Event’ for next meeting
- 11.5. Cllr Tavener asked to prune Chestnut Tree on Village Playing Field due to difficulty cutting around it – ACTION: Cllr Tavener to ask TO when best time to prune and to progress.

MEETING CLOSED: 21:19

Della Clarke | Clerk/RFO | Email: [brettenhamparishcouncil@btinternet.com](mailto:brettenhamparishcouncil@btinternet.com)

Agenda circulated to:

Chair

Ms Alyson Wilson\*

Vice-Chair and Chair of Planning Committee

Ms Emily Woods\*

Councillor and Suffolk Passenger Transport Representative

Mr Peter Truin\*

Councillors

Ms Beverley Cronk\*

Mrs Lindsey Collings\*

Mr Nick Tavener\*

Mr Harvey Daniell\*

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\*

Gardening Club

Jane Moulding\*

Jane McDonald\*

\* sent via email

Footpath Liaison Officer

Mr Martin Annis\*

Tree Officer:

Mr Andrew Gooderham\*

Old Buckenham Hall School

Headmaster\*

Centre Academy for East Anglia

Lisa Gilbert\*

Village Hall Caretaker

Mr Greg Potter\*

Website Co-ordinator

Ms Beth Clarke\*

Brettenham Village Association

Mr Kemal Ozficici\*

VH Noticeboard/Village Website