

**BRETENHAM PARISH COUNCIL MEETING HELD ON THURSDAY 12<sup>th</sup> MAY 2022 IN THE VILLAGE HALL AT 7:30PM**

**MINUTES**

In attendance: Chair A Wilson, Clerk/RFO Della Clarke, VC Ms E Woods, Councillors Mrs L Collings, Mr P Truin, Ms B Cronk, Mr N Tavener, Mr H Daniell, BMSDC Robert Lindsay and 9 members of the public

1. Chair's welcome and to accept and approve apologies for absence – apologies received from Greg Potter and Pete Knight as chair of BVA, and David Griffiths.
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 14<sup>th</sup> April 2022 are a correct record – minutes circulated prior to meeting - resolved.

**PUBLIC FORUM**

- Speedwatch – started again today
  - Footpaths – grass cutting has started, have done parts of footpaths 2, 1 and 13. Looks as if other footpaths aren't going to be done. Suspected that in future footpaths may not be cut at all so reliance increased on farmers. Next cut will be September so will be long before then. Explained it was cut-back related due to funding. Stopped the North of the Village completely. Thanks extended to farmers for their help here
  - BVA – no update but Chair has stepped down and looking for a new Chair
  - BMSDC – report available separately. Cllr Collings raised a piece of pavement could be added as part of the scheme Cllr Lindsay suggested, Cllr Lindsay asked Cllr Collings to write to him with a map and 'red line' plan of the area suggested. ACTION: Cllr Collings to do this and send to Cllr Lindsay. Cllr Collings asked if there was an update on the compensation question raised previously, Cllr Lindsay confirmed not as yet but would. VC Woods asked if Kier did road signs as well as road safety, Cllr Lindsay confirmed yes. VC Woods asked if we can use some locality budget for the fallen down road signs. Cllr Lindsay explained there were concerns with other bodies doing the work due to utilities being affected and also safety for workers, but if these issues could be overcome the PC could do it. Query re post box, confirmed VC Woods reported it but no update, would chase and escalate to Cllr Lindsay. ACTION: VC Woods to chase post box and escalate to Cllr Lindsay, as well as report to Police via online reporting tool
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 – no further update yet waiting for landlord – ACTION: Clerk to chase
      - 4.1.2. Banking online access – VC Woods and Cllr Lindsey hadn't tried yet, Clerk would get a form to add Chair onto signing authority and after that Chair would try and get online access. ACTION: Clerk to phone bank to get form for signatories
      - 4.1.3. £1,760 from CIL transfer in respect of defibrillator – queried with SALC and on basis was on CIL return already acceptable to proceed to use money – Cllrs happy for Clerk to proceed, ACTION: Clerk to move £1,760 from CIL bank account to current account
  5. Planning
    - 5.1. To consider and receive updates on Planning Applications

Reference no.	Address	Description	Comments	Comments within meeting
DC/22/01878	Hall Lodge Cottage, The Street, Brettenham, Ipswich Suffolk, IP7 7QP	Householder application – erection of an annexe to provide guest and family accommodation	Comments needed by 13 <sup>th</sup> May	VC Woods ran through the key points of the application. Was agreed that the PC would comment Neutral but also raise the same points raised last time that had not been addressed.

DC/22/02155	Church Farm, Land West of Buxhall Road, Brettenham Suffolk IP7 7PE	Notification of Works to Trees in a Conservation Area – Fell 2No. Hybrid Black (T1 and T2). Fell 2No. Hybrid Blank Poplar (T3 and T4). Fell No3. Lombardy Poplar (T5, T6 and T7). Fell No1. English Elm (T8). Remove lower limbs of 1No Tree (T9).	Comments needed by 16 <sup>th</sup> May	Proposed that we would comment to confirm that there should be a planting plan to replace some of the number of trees.
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5.2. Neighbourhood Plan update – Chris Clarke:- close to sending a preliminary text to Ian Poole as consultant. Expected that the first draft will come back for critique with further onward drafts. Intention is that there would be a drop in session with a target time of September. Chair asked if there were time constraints, Chris Clarke confirmed not other than 6 years. Confirmed grants would be applied for each fiscal year. ACTION: Clerk to move Neighbourhood plan update to public forum for next meeting.

#### 6. Upcoming events/ considerations

- 6.1. Beacon lighting for the Queen’s Jubilee – update on the fire pit – has been dispatched. Plans for the evening are forging ahead. ACTION: Clerk to check with insurance about fire pit on playing field but thought it would be OK subject to a risk assessment. Cllr Collings offered a ‘fire guard’ type item if needed.
- 6.2. Queens Green Canopy on playing field – update – Peter Haig-Thomas has responded in support of tree planting on the playing field depending on the location, but has also suggested planting a row of trees on the south side. Discussed and referred to Tree Officer for a type of tree, who suggested something like a Norway Maple which will grow in an oval shape but not too large. ACTION: VC Woods to do some research alongside Tree Officer and bring back to next meeting, and consider feasibility of progression if so, what funding available.
- 6.3. New tree and plaque on land outside the Church – Cllr Truin agreed to pay for a tree on land outside Church for planting on Jubilee weekend. Cllrs agreed this was a good idea. Cllr Truin suggested a Silver Birch. Considered whether it would be part of the days celebrations. ACTION: Chair to discuss with Cllr Truin about what this would look like, and Cllr Truin and Tree Officer to discuss buying the tree.

#### 7. Correspondence

##### 7.1. To discuss items of correspondence

- 7.1.1. Use of playing field and discretion to VH booking reps – ACTION: Clerk to work with booking clerk for Village Hall to create/ amend a list of accepted booking types, OK it with insurers and bring to next meeting for review/ agreement

##### 7.2. To discuss any further items of correspondence received since Agenda prepared.

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

- 8.1. To receive reports of any other Health and Safety issues - none
- 8.2. Highway drainage issues, flooding/drainage (including at Fir Cottage), and SCC response – Chris Clarke:- has been ongoing. Budgetary constraints may restrict what further improvements can be made with existing piping issues around the village. Was raised that ditches and pipes that had been cleared might need to be monitored to ensure kept clean, particularly those ditches near the pipes. Explained there was an issue with traffic when cleaning the pipes. Agreed would wait for some wet weather to assess success. Chris Clarke to speak to Richard.
- 8.3. “Private Property” / “No parking beyond this sign” sign – update – Clerk needs to purchase and will do so, ACTION: Clerk to buy agreed signs
- 8.4. Sign-post replacements – had been discussed with Cllr Lindsay and was on CIL spending chart so will review as part of CIL spending below
- 8.5. Grass cutting of playing field – Discussed the arrangements, PCC meeting to be held next Thursday and they will discuss whether they are happy with grass cutting arrangements. Agreed PCC would report back and PC would monitor grass cutting performance.

9. Land opposite OBH gates – action from last meeting was to have a site meeting and it is yet to happen, VC to agree a date. it is on CIL spending chart and will be discussed below.

## 10. Finance

10.1. Clerk to provide current financial report – Clerk explained and no issues

10.2. To consider and authorise payments detailed on finance report - authorised

10.3. To discuss allocation of CIL money, referencing table circulated prior to meeting and email regarding community woodland – items discussed and any actions as follows:-

- Clerk to get a quote for a metal slide
- VC Woods to check in with Gardening Club on design
- Clerk to research prices of basketball hoop (both fixed and moveable)
- Glass containers were ruled out
- Electric Vehicle Charging Point – response received and quote received from Anglia Car Charging for £14k and app form received for full funds from Plug In Suffolk. Query over where would be sited and permissions required. Agreed that as no cost to PC. Confirmed would have to advertise their use to the public. Agreed consultation with land owners to proceed. Booking Clerk mentioned that if a party has paid to hire the hall it could cause issues with VH users parking. To be moved off CIL list. To go in item 6 next time
- Clerk to contact BDC about dog litter bins and costs associated and waste collection/ logistics, other designs
- Water pump at OBH school – site meeting date to be agreed by VC Woods and would email around all interested parties
- Community Woodland – agreed was a long term plan and would need a business case for whole project but could form part of a working group. Cllr Tavener raised practical issues such as finding someone to sell, cost of land could be higher than £9-10k due to being a small parcel, and Chair suggested there could be a scoping project.
- Clothes recycling to come off the list
- Overall action of VC Woods and Chair to review CIL spending chart, consider what to do with each and consider working groups for different areas/ further comments/ S106/ CIL allocation

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

11.1. Magazine cost increases – seems costs are still low compared to competitors, but wanted to discuss costs of advertising and delivered magazine costs. ACTION: Clerk to add to next agenda and Clerk and VC Woods to talk about costs vs. income to bring proposals to next meeting.

### Meeting closed at 21:25

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

Agenda circulated to:

Chair

Alyson Wilson\*

Vice-Chairman and Chairman of Planning Committee

Ms Emily Woods\*

Councillor and Suffolk Passenger Transport Representative

Mr Peter Truin\*

Councillors

Ms Beverley Cronk\*

Mrs Lindsey Collings\*

Nick Tavener\*

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

Dr Duncan Rollo/ Mrs Kim Salthouse\*

VH Noticeboard/Village Website

**Village Hall Caretaker**

**Greg Potter\***

**Website Co-ordinator**

**Beth Clarke\***