

## **BRANDESTON PARISH COUNCIL**

Minutes of a Meeting of the Council held at the Village Hall on Wednesday, 14 May 2008

### **Present**

Councillors D Risk (Chairman) (DR), H Saxton (HS), W Elson (WE), K Churchill (KC), S Thurlow (ST) and J Fielder (JF),  
Parish Clerk and RFO A M Hounsell  
Parish Historical Recorder Mrs W Woodland

### **1-0809/1 – Election of Council Chairman**

DR was proposed and seconded and elected unopposed.

### **2-0809/1 Chairman's Acceptance**

DR accepted election as Chairman and expressed his thanks for the confidence placed in him by the Council.

### **3-0708/9 – Formal Meeting Opening, Chairman's Welcome and Apologies for Absence**

The Chairman then formally opened the meeting and welcomed Councillors and parishioner. There were no apologies for absence.

### **4-0809/1 – Election of Vice Chairman and Responsible Financial Officer**

HS was proposed and seconded and elected as Vice Chairman.  
A M Hounsell was elected as Responsible Financial Officer

### **5-0708/9 – To Receive Councillors' Declaration of Interest in Agenda Items**

ST declared interest in agenda item 11 (i)

### **6-0809/1 – Appointment of Parish Tree Officer and Parish Footpath Officer**

The Chairman confirmed that John Garratt has agreed to continue as Tree Officer and was elected with thanks for his past efforts.  
R Reade was elected as Footpath Officer.

### **7-0809/1 - Minutes of Previous Meetings**

The minutes of the meeting of 12 March 2008 were signed as a true record.

### **8-0809/1 – Matters arising from previous minutes**

- (i) Drainage in The Street (previous minute 6-0708/9 (i))  
The Clerk confirmed that he had arranged for access by SCC at 40 The Street to carry out works. Mr Aldous had agreed to provide the wording for a request to the occupiers at The Cottage for access and the Clerk advised he had sent two reminders to pursue these. The Clerk was instructed to chase SCC for further action.
- (ii) Legal Charge on BVH&RG (previous minute 6-0708/9 (iii))  
The Clerk advised that solicitor, Lynne Gurney had confirmed that the site plans were with the Lottery and their response has been received indicating their preference for charge to include the access to the hall and the car park. After discussion, the Council agreed that they considered this to be too restrictive and that they intended the arrangement to be as submitted on the plan forwarded through Ms. Gurney. The Clerk was requested to so advise Ms. Gurney.

### **9-0809/1 – Planning**

The Clerk advised receipt of notice of approval of the following applications :-

- (i) C07/2362 - West Hill Farm (conversion of redundant farm buildings to three lettable units) - conditions included restriction on future ownership, register of lettings and restricted length of lettings imposed.
- (ii) C08/0262 - Red House Farm (demolition of existing barn) - it was noted that works had

commenced before this issue of this approval and the Clerk confirmed that this had been advised to SCDC but that it appeared that no action had been taken. The Clerk also advised of receipt of SCDC's response to the developer's proposed landscape scheme (submission and approval of which was a condition of the previous new-build approval).

- (iii) C08/0233 - The Partridges, Mill Lane (erection of single and two-storey extensions and other alterations).

The Clerk also advised that application C08/0026, Rose Farm Cottage, retention of summerhouse had been refused.

#### **10-0809/1 – Financial Report by RFO (The Clerk)**

The Clerk circulated the current cashbook statement showing that the main account has a current balance of £2,533.88, together with the unspent balance of £908 of the Parish Plan grant. The Clerk confirmed receipt of VAT refund of £148.75 included in the balance.

For the 100+ account the Clerk advised a balance brought forward of £272.18 together with further subscriptions for 2008-09 of £1,200 and donations of £3 to give a current balance of £1,475.18. There are 118 members this year. He confirmed that the Council's finances continued to be satisfactory.

The Clerk confirmed that the accounts for 2007-08 had been completed and had been subject to satisfactory internal audit. He would be seeking the council's formal approval at the meeting arranged for 21 May 2008 and the accounts would then be made available for public scrutiny in June. Thereafter they would be sent for external audit.

#### **11-0809/1 – Financial Matters**

**The Council agreed payments as follows :-**

- (i) to BVH&RG of £4.25 and £8.50 for room hire for the next Council meetings on 21 May 2008 and 16 July 2008 respectively
- (ii) £7 to SALC for underpayment of VAT on previous invoice for new Councillors' course.
- (iii) for distribution by the Clerk of 100+ prizes - £140 (payable 14 May 2008) and further payments of £140 (payable 01 August 2008), £185 (payable 01 November 2008) and £105 (payable 01 January 2009) (All from 100+ account – total £570)

#### **12-0809/1 – Correspondence**

There were no items for discussion under this item.

#### **13-0809/1 - Any other business as may be raised and accepted as appropriate by the Chairman**

The Chairman agreed to permit discussion of the following items

- (i) Payment of SALC subscription for 2008-09 of £103.60
- (ii) Phone box in The Street – ST advised that notice had been posted by BT of possible removal after expiry of 42-day period of consultation. The Council agreed to refer the matter to the Annual Parish Meeting taking place later in the evening.  
The Clerk confirmed that he had advised BT of the broken glass of the phone kiosk.
- (iii) JF advised of the current very low level of the Deben through Brandeston due to the boards at the weir being removed during the winter but not replaced as usual in late spring. JF advised that, thus far, he had been unable to obtain realistic response from the Environment Agency. He undertook to provide further information if a response was provided.

#### **14-0809/1 Date of Next Meeting**

Dates of the next meetings were confirmed as 21 May 2008 and 16 July 2008 (both at the village hall at 8.00 pm).

The meeting closed at 7.45 pm