

BRANDESTON PARISH COUNCIL

Minutes of a Meeting of the Council held at the Village Hall on Wednesday, 14 October 2009

Present

Councillors D Risk (Chairman) (DR), H Saxton (HS), S Thurlow (ST), J Fielder (JF) and P Summers (PS).
Parish Clerk and RFO A M Hounsell
Cty Cllr P Bellfield and Dist Cllr B Snell
Parishioner Mr N Hayward

1-0910/7 - Open discussion with members of the public who may be present

There was no discussion under this heading.

2-0910/7 – Reports from Cty Cllr Bellfield, Dist Cllr Snell and PCSO Hassler

Cty Cllr Bellfield said he is no longer chair of scrutiny committee but is chair of pensions committee and on the committee for roads and transport. Looking at how major planning applications are reviewed and accepted – full implications including traffic details. E.g. traffic light proposal related to the BT proposal to build 2000 houses at Martlesham. Changed method of funding minor road schemes. Serious consideration being to SCC funding – if carry on as at present will have £48M deficit at end of current 4 year term (i.e. May 2013) Thus serious review being undertaken. Local Gov reorganisation – appeal heard last week – result not yet known. Appeal is by SCDC and two other DC's for their proposal for 3 unitaries organisations to be considered.

Dist Cllr Snell said surprised to hear that it secondary legislation for local gov change will be revoked by the Tory party if elected. Appeal – reply expected by end of month. As far as hearing itself – attendees suggested much more analytical and maybe more unfavourable to SCDC. Ldf will be subject of a task group meeting – change is mainly a larger allocation of housing removed from Felixstowe and moved to Ipswich and area. PS asked status of BT planning application – under discussion with BT and planners. Site specific allocations will not be reviewed until New Year. Car park charges – decision taken not to impose charges where local businesses may be threatened but increases for “tourists”. Good news – 75% on 3-bin scheme. Increasing trend to get funds for infrastructure work previously funded by gov. e.g. from developers.

PCSO C Hassler said no recorded crime in Brandeston since previous report on 20 may 2009. (see notes) DR mentioned concerns about parking outside hall and opposite mill lane. Bring in highways. Police would have to involve highways Bellfield said if we want white line to pursue and it and he will help.

3-0910/7 – Formal Meeting Opening, Chairman’s Welcome and Apologies for Absence

The Chairman then formally opened the meeting and welcomed Councillors. He confirmed receipt of apologies for absence from Cllrs W Elson and K Churchill and from Parish Historical Recorder Mrs W Woodland.

4-0910/7 - To Receive Councillors’ Declaration of Interest in Agenda Items

ST declared interest in agenda item 10 (i)

5-0910/7 - Minutes of Previous Meeting

The minutes of the meetings of 26 August and 22 September 2009 were signed as a true record.

6-0910/7 - Matters arising from previous minutes

(i) Legal Charge on BVH&RG (previous minute 5-0910/5 (ii))

The Clerk confirmed that he had advised our solicitor that the Council wished no further action be

- taken unless correspondence was received from the Lottery.
- (ii) Hedge at Footway, Hill House (previous minute 5-0910/5(iii))
The Clerk stated that he had asked again of SCC, Highways regarding formal responsibility for cutting of the inner hedge. They had advised that this had not yet been pursued because a number of other issues were of higher priority. The Council agreed to let the matter rest.
 - (iii) Possible Purchase of Generator (previous minute 5-0910/5 (iv))
The Council agreed to leave this matter until the next meeting.
 - (iv) Parish Plan (previous minute 5-0910/5 (v))
 - (a) Possible youth organisation - the Clerk confirmed that notices as set out in the minutes of the meeting of 27 July 2009 had been issued. The Council agreed to await the response of parishioners.
 - (b) Travel to medical visits for those without cars – Councillors and the Clerk advised that no response had been received to the request for those needing transport for medical visits to so advise. The Council considered that they had met their responsibility for response to this item in the Parish Plan.
 - (c) Lights at Brandeston Hall – the Clerk stated that he and Mr N Hayward had met Mr Andrew Payn (Operations Director at Brandeston Hall).
- The Chairman adjourned the meeting to permit Mr Hayward to advise of the discussions (as set out in the notes appended to these minutes)**
The Chairman then reconvened the meeting.
 The Clerk confirmed that, following the meeting, Mr Payn had advised that he was investigating the subject. It was noted by the Council that no timescale had been indicated and it was agreed to keep this subject under review.

7-0910/7 – Planning

The Clerk advised that the detailed comments of the Council for planning application C09/1290 /1921 and /1922 (Changes at Brandeston Hall School), agreed at the meeting of 22 September 2009, had been notified to SCDC. The Council confirmed its objections to the proposals and instructed the Clerk to so advise SCDC.

The Clerk also advised that planning application C09/0923 (The Cottage, The Street – fitment of internal door (listed building)) had been approved with conditions regarding finishes.

The Chairman presented proposals for new garaging and other works at The Manse (residence of PS and family) and explained that the occupiers wished to consult the Council prior to submission of a formal planning application.

After describing the details of the proposals, PS withdrew from the meeting

After consideration, the Council agreed to support the application, when submitted, provided no objections were raised by neighbours of the property. It was also agreed, that the Chairman write a letter of support, if appropriate.

PS then returned to the meeting

8-0910/7 – Local Development Framework

The Council accepted that the revised proposals issued for consultation covered changes in the distribution of potential housebuilding with a decrease in the “Trimleys” and increase close to Ipswich and a small increase in towns. As such, the proposals do not impact upon Brandeston, apart from the potential for increased traffic on the A1”. accordingly, the Council agreed that its position on the proposals of the Local Development Framework were unchanged and the Clerk was instructed to so advise SCDC.

9-0910/7 - Report from Responsible Financial Officer (The Clerk)

The RFO advised that the external audit had been completed and approved and that he had posted the required notices to that effect. However, there were three qualifications made by the auditors :-

- (a) the Council did not undertake and minute a full risk assessment during the year
 - (b) the Council did not produce a Guide to Information
 - (c) the fidelity guarantee included in the Council’s insurance policies (being £5,000.00) does not meet the recommended level (being the total of the sums held in the Council’s accounts together with the amount of the first precept instalment; i.e. for the year 2009-10, £5,982.80)
1. The RFO advised that he had obtained guidance on resolving the first two issues and would present proposals to the next Council meeting for consideration. The Council agreed to this suggestion.

2. The Council considered the matter of the level of the fidelity guarantee and noted that the Council's funds were "protected" by the need for two signatures (not including the RFO) for cheques and the fact that the chequebooks were held by the RFO.
The Council resolved to continue with the existing level of guarantee.

The RFO then advised of receipt and banking of the £125.00 prize for second place in the Village of the Year competition and of the second instalment of the precept amounting to £1050.00

The RFO also advised that SCDC had failed again to make correct payments for the recycling credits but that he had received assurance that the amounts due would be paid direct to the Council account in late October.

After a further failure by Barclays Bank to provide timely and correct-date bank statements, the RFO advised they had agreed an ex-gratia payment of £25. This was to be added to the 100+ account.

The RFO proposed and the Council agreed that, it would be helpful for the RFO to have access on-line to the Council's bank account statements (only – and not access for transaction purposes). Accordingly, the RFO was instructed to make the necessary arrangements for the Council's two accounts.

The Clerk then presented the current cashbook position showing the community account with a current balance of £4,794.19 and the 100+ account a balance of £1,416.14 both after accruals and allowance for future approved expenditures.

The Council's accounts remain satisfactory with income and expenditure in-line with budget projections.

10-0910/7 - Financial Matters

The Council agreed payments as follows :-

- (i) £9.00 to Brandeston VH&RG for room hire for the next Council meeting at date to be agreed (see minute 13 – below)
- (ii) £278.62 to Suffolk Acre Services for the Council's insurance (Amount in accordance with minute 9-0910/7 2, above)
- (iii) £138.00 (including VAT) to BDO Stoy Hayward LLP for external audit services.

11-0910/7 - Correspondence

The Chairman drew the meeting's attention to the SALC AGM on

12-0910/7 - Any other business as may be raised and accepted as appropriate by the Chairman under Standing Order 16

There was no discussion under this item

13-0910/7- Date of Next Meeting

Date of the next meeting was confirmed as 20 January 2010 at 8.00 pm.

The meeting closed at 9.45 pm

NOTES OF COMMENTS OF MR N HAYWARD

See email from Nick