

BRANDESTON PARISH COUNCIL

Minutes of the Annual Meeting of the Council held at the Village Hall on Wednesday, 20 May 2009

Present

Councillors D Risk (Chairman) (DR), H Saxton (HS), W Elson (WE), K Churchill (KC), P Summers (PT), J Fielder and S Thurlow (ST).
Parish Clerk and RFO A M Hounsell

1-0910/2 - Election of Council Chairman

DR was proposed, seconded and elected unopposed.

2-0910/2 – Chairman’s Acceptance of the Position

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

3-0910/2 - Chairman’s Welcome and Apologies for Absence

The Chairman welcomed those present to the meeting and advised of apologies for absence from Mrs W Woodland, Parish Historical Recorder.

4-0910/2 - Election of Vice Chairman and Responsible Financial Officer

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

5-0910/2 - To Receive Councillors’ Declaration of Interest in Agenda Items

ST declared interest in Agenda item 11 (i).

6-0910/2 – Appointment of Parish Tree Officer and Parish Footpath Officer

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

R Reade was elected as Footpath Officer.

7-0910/2 - Minutes of Previous Meeting

The minutes of the meeting of 29 April 2009 were signed as a true record.

8-0910/2 - Matters arising from previous minutes

- (i) Drainage in The Street (previous minute 4-0910/1 (i))
The Clerk confirmed that he had asked SCC when they now anticipated completion of the work at the BT manhole and had reminded them of a previous notification of work required in Mill Lane. The meeting noted that yellow paint marking had been made in Mill Lane but that this covered areas insufficient to correct the problems. The Clerk was instructed to advise SCC accordingly.
- (ii) Legal Charge on BVH&RG (previous minute 4-0910/2 (ii))
The Clerk advised that he had spoken to our solicitor suggesting that he approach the Big Lottery Fund to seek agreement to cancel their request for this charge. The solicitor agreed to contact the Fund accordingly.
- (iii) Hedge at Footway, Hill House (previous minute 4-0910/2 (iii))
The Clerk advised that he had asked SCC to confirm the specific liability for cutting of the inner hedge. SCC had advised of some difficulty in locating the relevant documentation but would contact the householders in this respect.
- (iv) Possible Purchase of Generator (previous minute 4-0910/1 (iv))
This item was placed in abeyance

- (v) Toxic Materials at Office Farm (previous minute 4-0910/1 (v))
The Clerk advised that he had written to SCDC, Environmental Health. In turn, they had replied (after inspection) stating that "Materials that may have been cement bound asbestos were present (would need to confirm actual asbestos content via laboratory testing as other less harmful fibres were also used). Cement bound asbestos sheeting is a commonly found material containing very low quantities of fibres (typically less than 10%). The condition of the material was not considered to be so poor as to pose a significant risk of fibre release and therefore we do not consider that the site poses a significant risk to human health and no further action will be taken at this time."
The Clerk was instructed to advise the complainant. The Council agreed that no further action was required of them.
- (vi) The Parish Council's response to the Boundary Committee's proposals for local government changes (previous minute 4-0910/1 (vii))
The Clerk confirmed that he had advised the Council's unchanged position from their previous response to the Boundary Committee – namely, that they preferred that local governance be unchanged but that their second option was the "One Suffolk" proposal of SCC.

9-0910/2 - Planning

The Clerk confirmed that he had advised SCDC of the Council's approval of planning applications C09/0536 and 0537 for a lean-to extension at 18 Low Street.
There were no other planning matters to consider.

10-0910/2 – Report from Responsible Finance Officer

The RFO (the Clerk) advised that the Council's accounts for 2008-09 had been completed in the required format and had been approved by the internal auditor, Mr D Evans. The accounts would be presented to the Council at the next meeting on 03 June 2009 for consideration (and hopefully, approval) together with the governance statement. Thereafter, they would be available for public scrutiny from 15 June until 10 July 2009 and subsequent despatch to the external auditor by 17 July 2009. The RFO also advised that Brandeston Parish Council's accounts for 2008-09 had been randomly selected as part of a 5% sampling of accounts for parishes with expenditure of less than £200,000 and that the additional details required had been completed.

The RFO also advised of receipt of the first precept payment of £1,050.

The RFO then presented the current cashbook position showing the community account with a current balance of £4,081.06 and the 100+ account a balance of £1,391.14: both after accruals and allowance for future approved expenditures.

11-0910/2 - Financial Matters

The Council agreed payments as follows :-

- (i) £9.00 to Brandeston VH&RG for room hire for the council meeting on 03 June 2009

12-0910/2 - Correspondence

There was no correspondence requiring the Council's consideration.

13-0910/2 - Any other business as may be raised and accepted as appropriate by the Chairman

No matters were raised under this heading.

Date of Next Meetings

Dates of the next meeting were confirmed as 03 June and 29 July 2009 at 8.00 pm at the village hall.

The meeting closed at 7.45 pm