**GREAT BRADLEY PARISH COUNCIL**

Minutes of a meeting of the Parish Council held on 5 October 2022 at 7.30pm

**Present**:

Councillors: P Spires (Chairman), A F Sugg, R Sylvester-Bradley, Borough Councillor Peter Stevens (part), County Councillor Bobby Bennett (part) and Clerk P Lewis. There was one member of the public present.

**Open Forum for items not on the agenda:**

Noticeboards – delay reported. Will not be ready until early 2023.

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| **Item:** |  | **ACTION:** |
|  | **Apologies for absence.**Received and accepted from Cllr Crawford.  |  |
|  | **Receive Councillors Declarations of Interest regarding any agenda item.**None.  |  |
|  | **Forum - 10 minutes is set aside for members of the public to raise any village matter on the agenda.**None.  |  |
|  | **Minutes and confirmation of payments approved at meeting 29 June 2022 – approval and signature.**Spelling error identified and corrected – should read ‘New **Model** Code of Conduct’ not ‘**Modal**.’ Approved and signed.  |  |
|  | **Matters arising from those minutes:****5.1 Cedar Tree at Mill Farm – TPO issued by West Suffolk Council. PC to consider planting additional trees as part of the Queen’s Green Canopy initiative. Suitable sites to be identified.**Cllrs to propose suitable sites. To be deferred to the next meeting. **5.2 Locum Clerk – any update?**Locum Clerk to start on 31 October 2022. Contract has been signed. Handover between Clerks scheduled for w/c 17 October. Clerk enquired if there was any storage space within the village hall for historical documentation, which must be retained for legal reasons. Digitisation was considered but dismissed. Clerk to ask Cllr Crawford if she has space to store.**5.3 Community Heating Scheme – Cllr Sylvester-Bradley to provide an update.**No further update. To be added to the next meeting agenda. **5.4 Separate email accounts for each Cllr. Cllr Sylvester-Bradley to provide an update.** Cllr Sylvester-Bradley presented a proposal to the PC (attached) which was approved. Cllr Sylvester-Bradley to set up a trial.  | **Clerk****Cllr Sylvester-Bradley** |
|  | **West Suffolk Council – report from Councillor Peter Stevens.**TPO has been issued for the Cedar Tree at Mill Farm. Currently waiting for a planning application to be submitted. Confirmed that Yew Tree cottage has been delisted. Partial repairs revealed that the fabric of the building was not of historical importance or significance. Council Tax relief is available for those that fulfil the eligibility criteria. Great Wratting have requested that the roads are swept. Noted that the drains were cleaned outside Bluebell Cottage with no further problems reported. Thanks were expressed to C Ryder for organised a superb open day at St Mary’s Church.  |  |
|  | **Suffolk County Council – report from Councillor Bobby Bennett.**Honoured to represent the Clare division at the Proclamation of the King. Homes for Ukraine – there are approx. 1000 guests staying in Suffolk, some reaching the end of their 6 months stay. Some are extending their stay; others are moving into rented accommodation. Cost of living crisis – SCC are closely monitoring the situation and are looking at ways to help. Public should not suffer in silence. Funds and help are available. Citizen’s Advice Bureau offer advice. People should avoid using unsafe ways to heat homes. Process underway for allocating places at secondary schools across the region (until 31 October).Electric vehicles – network now comprises of 1000 stations. Grants are available to install public charging points at community centres. Cllr Sugg requested more details. Cllr Bennett to make enquiries. Roadworks (B161) from Great Bradley to Great Wratting – overall need to make whole route safe and less attractive as a cut through. Currently, looking into a 40mph buffer at both ends of the village. ANPR signs are being rolled out across the region. Details of speeding vehicles are passed to the police. Budgets are constrained but working hard to tackle speeding.  |  |
|  | **Highways: any matters to report.****8.1 Dog waste bin needs repairing at the top of Water Lane.** Clerk reported to West Suffolk. Old bin and pole have been removed. New bin attached to street sign. Geoff and Georgina Matthew’s have volunteered to restock the dispensers and to empty the bins at the recreation ground. Clerk has bulk ordered a year’s supply of dog bags. Keys passed to Geoff and Georgina. PC expressed their thanks. **8.2 Overgrown hedge outside 23 Fox Green.** Resolved – no further action.  |  |
|  | **Public Footpaths (PRoWs): any matters to report.**None.  |  |
|  | **Speedwatch Group – update from co-ordinator, P Hart.**Report from P Hart: We have to date (from 9th May) reported 1097 vehicles for excessive speed through the village. We generally go out for 1 hour per week.Nine vehicles have been reported 3 times.Sixty-three vehicles have been reported twice.Maximum recorded speed is 54 MPH (4 separate vehicles.)We had a Police speed van outside Spring Barn on Friday, and I went out and said hello and thanked them for coming. When they had finished, after 1 hour, the female PC knocked on my door and said they had caught 34 motorists speeding and they would be getting points and fines or a training course. 3 more had been caught at over 50mph and they would be getting a court summons for excessive speeds. Court fines are now based on a percentage of your weekly income, up to £1000. They will get points as well. That should slow them down.I also have the VAS speeds from the camera that was opposite water lane in September. |  |
|  | **Planning - any applications received to date, and any shown on the West Suffolk Council website up to the date of this meeting.**None.  |  |
|  | **Correspondence - any received to date:** **12.1 Email re: condition of Yew Tree Cottage.**Clerk to write to owner to express PC concern that the property is not secured.**12.2 Email re: grass cutting at Fox Green.** Weed killer to be applied to the footpath Referred to West Suffolk.  | **Clerk** |
|  | **Recreation Area: any matters to report:****13.1 Annual Inspection – to discuss any matters highlighted by the report including essential maintenance work required to the swing sets. To agree expenditure.** Clerk to ask G Chafer to carry out minor maintenance jobs including replacing the baby swing. **13.2 Hedge cutting around the glade (budgeted). To discuss further and agree expenditure.** Growth has been minimum this year. It was agreed to keep on top of the hedge cutting. To be reviewed next Spring. **13.3 Gravel to be renewed to the entrance. Clerk to contact Thurlow Estate as it is their responsibility to maintain.** Clerk referred to the licences granted to the PC which refers to the upkeep. PC are responsible to keep the access road tidy and weed free. Clerk to ask GardenPower to apply weedkiller. Industrial membrane to be applied and topped with crushed flint. Agreed to find a contractor to carry out the job in its entirety, rather than calling on volunteers. Quotes to be obtained. £1000 allocated in this year’s budget. **13.4 New access gate – update from Thurlow Estate.** No further update. **13.5 New basketball hoop – Clerk to present quote. PC to consider.**J Barnett has a replacement hoop. Clerk to ask G Chafer to replace. | **Clerk****Clerk****Clerk** |
|  | **Village Hall: any matters to report.**All running smoothly although concerns raised over rising electricity bills. To be closely monitored. |  |
|  | **Insurance Renewal – to be renewed. Currently on a 3-year fixed deal. PC to agree expenditure.** For information. Automatically renewed on 21 September.  |  |
|  | **Finance:*** 1. **Accounts for payment/cheques required to date - see separate list.**

These were approved (attached).* 1. **Budget update & bank reconciliation.**

For information. Clerk to forward budget update.* 1. **Bank mandate – to consider adding another Cllr as a signatory and new locum Clerk.**

Cllr Sylvester-Bradley agreed to be a signatory. Clerk to arrange.* 1. **Barclays Bank closure. Account details updated. Clerk and Chairman to close account and transfer remaining funds to Unity Trust Bank.**

Cllr Spires to acquire approval from signatories. Clerk to confirm details.  | **Clerk****Clerk****Cllr Spires/Clerk** |
| **17** |

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| **Review of Policies (remain unchanged from previous year, 2021)** **17.1 Standing orders****17.2 Financial Regulations**Noted. Both policies are available on the village website.  |

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| **18** | **Projects:****18.1 Queen’s Green Canopy. Thurlow Estate have agreed to the planting of seven Himalayan silver birch trees at the recreation ground. To discuss next steps/agree timeline.** Cllrs to meet on site. PC to seek advice from Rod Pass.  | **All Cllrs** |
| **19** | **Village events:****19.1 Bonfire Night – Saturday 5 November – any update?**Plans are progressing well. Fireworks to be delivered no sooner than 10 days before the event. VHC to provide refreshments. Risk Assessment has been completed. Loud hailer required – Cllr Spires to purchase and reclaim expense. Help required to set up gazebos. Help also required with the building of the bonfire. Cllr Spires to deposit donations after the event. Clerk to handover paying in book. **19.2 Remembrance event, 13 November – any update?** Pat Spires organising small event with a service of reflection led by Pete Smith at the village hall. M Brophy to provide medals for James Marsh. H Bennett organising light refreshments.  | **Cllr Spires/Clerk** |
| **20** | **Matters for consideration for the next meeting.**As agreed above.  |  |
|  | Dates of next meetings: 23 November (pre-budget planning meeting) |  |

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 8.43pm.