

# **Bredfield Parish Council**

Minutes of the Annual Meeting of Bredfield Parish Council held on 23<sup>rd</sup> May 2011 at St Andrews Church Room Bredfield at 7.00pm.

Meeting started at 7.02 pm.

## **Present**

Councillors – Mr G Taylor, Mr D Hepper, Mr A Miller (chair), Mr A Richardson, Mr D Leyland.

3 members of the public were in attendance.

## **1.0 Signing of the Election Acceptance Forms**

1.1 The acceptance forms were duly signed and register of interests forms were given to councillors to return to the clerk by no later than 30<sup>th</sup> May 2011.

## **2.0 Apologies received and reasons accepted by the Parish Council**

2.1 None

## **3.0 Election of Chair**

3.1 Cllr Taylor nominated Cllr Miller and this motion was seconded by Cllr Hepper and unanimously agreed.

3.2 Cllr Miller then welcomed the new councillor Cllr David Leyland to the council.

## **4.0 Election of Vice Chair**

4.1 Cllr Taylor nominated Cllr Hepper as Vice – Chair, this motion was seconded by Cllr Richardson and unanimously agreed.

## **5.0 Declaration of Interests**

5.1 None were received

## **6.0 Appointment of Representatives on other Organisations**

6.1 Cllr Hepper agreed to remain as the Parish Council representative on the Village Hall committee and Cllr Richardson agreed to remain the representative on SORR's (save our rural roads). The clerk will continue to work with SALC (Suffolk Association of local Councils) and ACRE and attend meetings when appropriate.

## **7.0 Confirmation of minutes of previous meetings**

7.1 The council read and agreed that the draft minutes of the Parish Council meeting of 11 April were a true record and the Chair signed them accordingly.

## **8.0 Action Points from the previous meetings.**

**8.1 AP10/17** quotes for new notice-board, **AP10/28** Cllr Miller provided a list of village organisations to circulate. It was agreed that a future agenda item would be the creation of a New Residents Pack for the village. Cllr Richardson asked if he could have a spare copy of the Parish plan, Cllr Hepper said he would forward one to him.

**8.2** Other action points highlighted in context throughout the meeting.

## **9.0 Matters for the Community Police Team**

**9.1** The clerk read out the bi-monthly report from the Police which is attached to the minutes. It was noted that no crimes had been reported in the village since the last meeting.

## **10.0 Annual Report from the County / District Councillor**

**10.1** Cllr P Bellfield provided the Council with a full and detailed written report attached to the minutes. He also discussed several of the matters in it in detail at the meeting. A concern at the SCC (Suffolk County Council) currently was the lack of leadership slowing the progress of work, due to the need to elect a new leader of the Council and the extended leave of the Chief Executive following official complaints.

At the district council level Cllr Bellfield was pleased to detect improvements in the day to day working of the planning department and the final payment of flood defence funding for works at Felixstowe.

## **11.0 Parish Plan**

**11.1** Cllr Hepper said there was nothing to report at the present time.

## **12.0 Quality Improvement processes and protocols**

**12.1** No action at the present time

## **13.0 Finance**

**13.1** One account had been paid 11 April 2011.

**13.2** The current financial statement to the end of April 2011 was agreed and signed by the Chairman. The Council had received its first precept payment for 2011/12. No cheques were issued due to the year end internal audit, one payment for waste is outstanding.

**13.3** Although no request for financial assistance to replace the mower used for cutting the village green, the chair informed the Council that there was now a rota of helpers to mow it. The Council asked that their appreciation of the residents work be noted.

**13.4** The Council had not received its completed audit report at the time of the meeting, so therefore could not comment on it.

**13.5** The clerk provided members with a budget/workplan document highlighting forecast expenditure for the current financial year and planned expenditure for the next two years. It was agreed by all members that this document should be

updated regularly and accompany the financial statement at each full parish council meeting to monitor progress achieved on planned projects. **AP/11/12**

#### **14.0 Correspondence**

**14.1** SCC street light changes. The County Council are in line with many other highways authorities reducing the hours that many street lights will on through the night. The Council had no comment, especially as Bredfield has no street lights.

**14.2** It had been noted from previous minutes that Mr Bishop had made an enquiry to the chair about support from the Parish Council for a part-time post office in the village shop. The chair not received any further communication. The Council asked the clerk to discuss the matter with Mr Bishop **AP/11/13**

**14.3** Digital switchover information. Leaflets and help information had been placed in the village shop.

#### **15.0 Public questions**

**15.1** A member of the public asked whether ongoing highways issues were making progress. This issue was being raised under highways.

**15.2** The issue of street names was again raised by a member of the public. The clerk informed the Council that the subject had been raised with the district council. He would investigate the matter further **AP/11/14**

#### **16.0 Planning**

**16.1** There has been no further activity in relation to the LDF process.

**16.2** The clerk had received the result of a planning application C/11/0596. 4 Primrose Cottages, Bredfield, erection of single storey garden room / store. The have received permission.

**16.3** The clerk had received further communication on planning matter C/11/066. he had discussed the matter with the chair and had replied to the planning authority that the points made did not change the material facts and the Council's objection still stood. The Council supported this stance.

#### **17.0 Highways matters**

**17.1** SORR – Cllr Richardson presented a paper to update the council. The major issue is that the organisation now needs both a chair and a secretary. The paper is attached.

**17.2** The accident to the Pump caused considerable damage. Fortunately the Council has been able to make a claim against the car driver's insurance. Quotations for the work have been obtained and accepted by the insurance company. The work costing in excess of £4,000 will include re-surfacing the base, should be carried out in June. Cllr Taylor asked if the work included painting, the clerk assured him that it did.

**17.3** Drainage and condition issues of Woodbridge and Ufford Road, drainage issues at the S bend on Woodbridge Road has been marked out for work during this financial year. Break-up of the road surface opposite "Music Cottage" and the

inadequate repair of the mains water man-hole cover near the telephone box opposite the junction with Ufford road and other issues continue to be of concern to the Council. The clerk reported that he had had a meeting with a technician from SCC Highways on 21<sup>st</sup> April, the outcome of which had been assurances that some work would be done as a matter of urgency. Unfortunately the technician was made redundant at the end of April. On enquiring on the 23 May 2011 whether any works would be carried out soon, the clerk had been informed that there was no record of the meeting. The clerk therefore requested a further meeting which will take place in June. Cllr Richardson also asked about the current position over the access to the A12. The Cllr Miller said that the present position was that a plan that was potential acceptable to all parties was in place but financial constraints would prohibit the work being carried out any time in the near future. The clerk informed the Council that it was his view that there would be no opportunity of achieving an improved access unless two factors changed: a) that the level of accidents at the junction increased substantially (especially those of a regrettably serious nature known statically as KSI's (killed or seriously injured) or b) substantial increases in traffic flow occurred linked to development such as a further reactor being built at Sizewell. Cllr Richardson requested that some form of request pattern was kept up so that the issue would not be forgotten. It was agreed to remind SCC Highways of the issue each October/ November when plans were being drawn up for the following years expenditure by SCC Highways

#### **18.0 Co-option of members to the council**

**18.1** The Council now had 5 elected members not seven. The clerk informed the Council that it now had the option to co-opt members or reduce its size. The clerk then read the procedure for adoption of councillors to members. Members unanimously agreed to co-opt two members rather than reduce the size of the council.

**18.2** Two ex-members of the Council expressed an interest to stand for the vacant posts. There were no other candidates. The Council unanimously agreed in two separate votes to co-opt Ms Anne Henderson (nominated by Cllr Taylor and seconded by Cllr Hepper) and Ms Denise Causier (nominated by Cllr Taylor and seconded by Cllr Richardson) to the Council

Meeting closed at 8.32 pm

The next full council meeting will be on Monday July 25<sup>th</sup> 2011

