

# **Bredfield Parish Council**

Minutes of the Bredfield Parish Council Meeting held on 25<sup>th</sup> July 2011 at St Andrews Church Room Bredfield at 7.00pm.

Meeting started at 7.01 pm.

## **Present**

Councillors – Mr D Hepper, Mr A Miller (chair), Mr A Richardson, Ms A Henderson, Mr D Leyland

3 members of the public were in attendance.

**1.0** Councillor Henderson received, signed and returned a declaration of acceptance form.

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

2.1 G Taylor – harvesting

## **3.0 Declaration of interests**

3.1 Cllr Richardson declared an interest in item 5.2 of the agenda.

## **4.0 Confirm minutes of previous meeting.**

4.1 The minutes for 23 May 2011 were agreed unanimously and were signed by the chairman

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

5.1 **AP10/17** quotes for new notice-board, **AP10/28** Cllr Miller to circulate organisation list are still outstanding. The issue of a part-time post office was raised with Mr Bishop of the Community Shop who was present at the meeting. It was agreed by the Council that it would not be in the interest of businesses already serving the community to approach a post office to see if a part – time post office service could be run through the community shop. Several councillors also doubted the viability of such a scheme. It was agreed that the Council should only act on this matter if approached by an organisation and not actively approach businesses to secure such a service.

5.2 Concerns have been raised in the community over what appears to be a reduction in support for childhood diabetes care by the Ipswich Hospital Trust. A motion by Cllr Richardson to send a letter of concern over this matter to the trust was unanimously supported by members. The chairman stating, "BPC should do

anything it could to support the maintenance of local services”. The clerk was asked to send the previously drafted letter, **AP/11/15**.

Other action points highlighted in context throughout the meeting and throughout these minutes.

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

6.1 No report had been sent to the clerk by the community police team; however the clerk highlighted a number of e-mails about local burglaries and car thefts in neighbouring parishes which had also been circulated to members.

## **7.0 Report from the County / District Councillor**

7.1 No report

## **8.0 Parish Plan**

8.1 An initial discussion between the clerk and Mr Bence had resulted in some small changes to the web-site had been made with the support of Mr Bence.

8.2 Cllr Hepper had nothing further to report

## **9.0 Quality Improvement**

9.1 No further work was agreed at this time.

## **10.0 Finance**

10.1 Accounts agreed and paid.

10.2 The accounts were agreed by the council and signed by the chair.

10.3 The Council carried out its’ annual review of requests for grant support from charities. Following agreed policy of a) a limit of £250 in total grant support and b) giving support to organisations that could be seen to benefit the local community; the following grant support was agreed:

Optua	£50
East Anglian Air Ambulance	£50
Suffolk accident Rescue	£50
Suffolk family Carers	£50
Suffolk Age Concern	£50

10.4 The internal audit report was discussed in detail by the Council.

i) Item 1 is erroneous; no invoice received as item was an internal transfer within Suffolk County Council and was recorded as such.

ii) Payroll controls. The current clerk took over the role of Parish Clerk when he was a councillor, The Council were aware that he could not be paid as clerk whilst acting as a councillor. Accordingly, the councillor latter resigned to take over the role of clerk. It was agreed to pay the clerk at this point as the council considered there was no further conflict of interest. In fact the regulations require that payment not be made to an ex-councillor until a period of 12 months has elapsed. The council therefore fell foul of the rules protecting it from mal-practice. The clerk has offered to repay the £400 he was paid and any future payments have ceased until September 2011. The Council sought advice from Suffolk Association of Local Councils over this matter, NONE has been received. Members considered that no mal-practice was meant or had occurred by either the clerk or the council. The Council unanimously agreed not to accept the refund from the clerk as they would repay it to him in September as a payment for services rendered to the community.

10.5 Project planning. The project / budget report was discussed in detail. The clerk informed the Council that he was still awaiting a reply from Bredfield PCC about cost sharing for the war memorial repairs. He will follow it up with Mr Stammers. **AP/11/16**

## **11.0 Correspondence**

11.1 The clerk has previously made the Council aware of the current planning application for land-based facilities for the off-shore wind-farms in Sole Bay. The clerk advised the Council to remain vigilant over these issues as future industry requirements may mean increased over ground electricity supply cables in the area. The website reference is: [www.independent.gov.uk/infrastructure](http://www.independent.gov.uk/infrastructure) and the specific projects can be found under “projects – eastern”.

11.2 Review of road names is still outstanding.

11.3 The clerk has arranged a “Meet your MP” evening with Dr Daniel Poulter, MP in the Village Hall on the 11 November 2011. Further management and publicity of this event was passed over to the Chairman **AP/11/17**

## **12.0 Public questions**

12.1 A member of the public expressed concern over the obscuring of highways signs by overgrowth. The chair, the clerk and Cllr Richardson all mentioned they themselves cleared vegetation from road signs in the past. Due to Suffolk County Council Highways funding the council felt that for the foreseeable future any action would be self-help. The clerk advised both members and the public not to carry out such works themselves until they notified either the clerk or the chair of their proposed actions, they would then be insured by the Parish Council insurance.

## **13.0 Planning**

13.1 None.

13.2 The clerk had reviewed the on-line register for planning applications at Suffolk Coastal District Council and had discovered a recent planning refusal

for the proposed grain store off Ufford Road. Councillors requested more details.  
**AP/11/18**

#### **14.0 Highways matters**

14.1 A SORR update is attached to the minutes (Cllr Richardson)

14.2 The clerk reported that the rebuild of the pump is almost complete and it should be back in place by the end of July.

14.3 The clerk reported that some local highways issues had now been resolved following a meeting with Mr D Fawcett of SCC East Area Highways, however two items i) repairs to Ufford Road and ii) the re-repair of the man-hole / mains cover at the junction of The Street and Woodbridge Road needed further attention. It was agreed that the clerk contacts East Area Highways over the matters and liaises with Cllr Leyland over the matters **AP/11/19**.

#### **15.1 Any Other Matters Arising**

15.1 The clerk discussed his efforts to “employ” a new clerk and the chair advised the Council that a two members of community had come forward who may be interested in the post. The chair once again thanked the clerk for his continued work for the BPC.

15.2 The chair briefly discussed his actions to look at the possibility of church land on Woodbridge Road being taken into the hands of the community for a “pocket park / allotments/ garden of remembrance” or similar. It was agreed that the clerk produce an outline skeleton of a plan for the Council to formulate into a proposal to the Parochial Council. **AP11/20**

Meeting closed at 9.16 pm

PT 10/8/11