

# **Bramfield and Thorington Parish Council**

**An Annual Meeting of the Parish Council was held on Monday, May 14<sup>th</sup> 2018  
in the Village Hall, Bramfield at 7pm.**

## **Minutes:**

### **Present:**

Cllr. A. Thomas (Chairman); Cllr. A. Rozkalns (Vice-Chairman); Cllr. M. Bond; Cllr. D. Hughes; Cllr. A. Niven and Cllr. W. Shoote:

### **Also Present:**

Paul Widdowson (Clerk); County Cllr. R. Smith (left 8-10pm); District Cllr. Ray Herring (left 7-45pm); one parishioner (left 8pm) and one guest (Arrived 7-15pm and left 8pm):

#### **1) To elect a Chair for 2018 – 2019 and receive the Chair’s Declaration of Acceptance of Office:**

Cllr. A. Thomas was nominated unopposed and was elected Chair for 2018-2019

Proposer: Cllr. W. Shoote:                      Second: Cllr. A. Niven:

#### **2) To elect a Vice-Chair for 2018 - 2019:**

Cllr. A. Rozkalns was nominated unopposed and was elected Vice-Chair for 2018-2019

Proposer: Cllr. D. Hughes:                      Second: Cllr. M. Bond:

#### **3) To appoint a Responsible Finance Officer for 2018 - 2019:**

The Clerk was nominated unopposed for 2018-2019

Proposer: Cllr. M. Bond:                      Second: Cllr. D. Hughes:

#### **4) Apologies:**

District Cllr. R. Catchpole:

#### **5) To receive Declarations of Interest and confirm all members have reviewed their Declarations of Interest Forms: Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting.**

Cllr. D. Hughes said that she had a personal interest in the Planning Application DC 18 1633 VOC.

#### **6) Requests for dispensations:**

There were no requests for dispensations.

## **7) To receive a report from the County and District Councillors:**

County Cllr. R. Smith read out the report that is attached to these Minutes. He added that the County Council is taking action against meningitis in the area and that work on Sizewell C may possibly start in the middle part of next year.

District Cllr. R. Herring was warmly welcomed to the meeting to report on District council affairs in view of Cllr. R. Catchpole's illness. District Cllr. R. Herring said that whilst Cllr. R. Catchpole was very ill he was still at the end of the telephone line to discuss local issues and neighbouring councillors would be very willing to speak for the area if necessary. District Cllr. R. Herring said that he would sign any grants that the area wished to discuss from the local locality budget. He reported that if the area had local businesses outgrowing their sites, he was only too willing to have a meeting to discuss solutions.

District Cllr. R. Herring reported that Suffolk Coastal District Council and Waveney District Council had shared services and a Chief Executive for some time. He said that the next step was for the two councils to formally merge which he said would happen in May 2019 with a new merged East Suffolk District Council.

District Cllr. R. Herring said that the District Council was currently investing in the rebuilding of Deben pool, was about to renovate Leiston Pool and are planning a new sports complex on the outskirts of Felixstowe. He said that nationally Suffolk Coastal was the fourth happiest and healthiest District and the Council was encouraging cycling.

District Cllr. R. Herring said that the District Council was now having to charge for the collection of waste from garden waste bins and many residents had paid the charge to continue to receive the collection service. He said that the Council was using Public Space Protection Orders to stop drinking and dogs on the beach. District Cllr. R. Herring reported that the Council had fifty Environmental Health Officers at Felixstowe Docks checking imports and they used software the Council has developed itself to help the officers. This software has also been sold to other ports.

District Cllr. R. Herring said that the Rate Support Grant had now gone and Business Rates and the new Homes Bonus were becoming increasingly important revenue streams.

Cllr. A. Niven asked that as there was no longer a District Boundary between Bramfield and Halesworth and as it was some way to Leiston and Bungay to access sports facilities, whether the new East Suffolk Council would be looking to provide leisure facilities in Halesworth. He also asked whether the Suffolk Coastal Card could be used in the former Waveney District Council area when the new East Suffolk Council comes into existence. District Cllr. R. Herring said that this was still to be discussed. Cllr. W. Shoote asked whether a Suffolk Unitary Council could happen. District Cllr. R. Herring said that it was unlikely.

## **8) Public Session: Members of the public have fifteen minutes to ask questions on topics on the agenda.**

It was noted that on Sunday, July 1<sup>st</sup>, the Bramfield Hall Garden was open and on Sunday, July 8<sup>th</sup>, there was the Fete at the Vicarage.



#### **14)Planning Matters:**

Proposal: *Discharge of Condition Nos. 4, 5, 6, 7, 10, and 14 of DC/16/4122/FUL - Demolishment of existing bungalow and sheds with new house and double garage built - Details of garage, tree details, surface water details, contamination details and sewage treatment details.*

Address: *The Drive Bungalow, Edwards Lane, Bramfield, Halesworth, Suffolk. IP19 9HN*

Ref: *DC/18/1690/DRC*

The Clerk reported this to councillors for information.

Proposal: *Demolition of the existing redundant outbuildings. Construction of a new 3 bed house with ground floor and attic bedrooms |*

Address: *Land Behind The Old Butchers Shop, The Street, Bramfield, Halesworth, Suffolk. IP19 9HT*

Ref: *DC/18/1673/FUL*

The Council agreed to not object to this planning application.

Proposer: Cllr. W. Shoote:                      Second: Cllr. D. Hughes:

Proposal: *Variation of Condition No. 2 of DC/17/4444/FUL - Demolition of existing dwelling house and erection of a new self-contained dwelling house and associated infrastructure and works. - Variation to updated submitted plans with a small amendment to the entrance porch canopy.*

Address: *Former Waterloo Farm, Halesworth Road, Bramfield, Halesworth, Suffolk. IP19 9HW*

Ref: *DC/18/1633/VOC*

The Council agreed to not object to this planning application.

Proposer: Cllr. W. Shoote:                      Second: Cllr. M. Bond:

Cllr. D. Hughes abstained from voting in this planning application because of her personal interest in the planning application.

#### **15)Clerk's Report and Correspondence:**

The Clerk reported that he had received the latest 'Clerks and Councils Direct' Newsletter'; 'Glasdon Brochure'; HAGS Flyers and from the 'East Anglian Air Ambulance' regarding the 'Paws with a Cause' Walk at Glemham Hall on Sunday, September 30<sup>th</sup> 2018. The Clerk said that the Clerk's National Salary Award had been agreed and that he would bring the issue to the next Parish Council Meeting. Finally he said that he had received the following:

##### **Community Action Suffolk (CAS):**

It was agreed to renew the Membership to Community Action Suffolk (CAS) for 2018-2019 for Free.

Proposer: Cllr. A. Thomas:                      Second: Cllr. A. Niven:

**16) Financial Report:**

**a) Balances at the Bank on April 30th 2018:**

|                            |           |
|----------------------------|-----------|
| Business Community Account | £6 130-95 |
| Business Savings Account   | £6 601-85 |

**b) Cheques for payment:**

|                 |   |         |
|-----------------|---|---------|
| Chq. No. 101095 | Clerk's Salary for April 2018   | £193-46 |
| Chq. No. 101096 | Clerk's Income Tax for April 2018   | £1-40   |
| Chq. No. 101097 | Reimbursement of refurbishment materials for the Bus Shelter and Noticeboard to Cllr. A. Thomas | £93-36  |

Proposer: Cllr. A. Rozkalns:                      Second: Cllr. W. Shoote:

**17) Review of Internal Control Statement for Year Ending March 31<sup>st</sup> 2018: Councillors to discuss and agree the new Policy.**

The Internal Control Statement was agreed for the Year ending March 31<sup>st</sup> 2018. As a non-signatory to the Council's Bank Account, Cllr. M. Bond was asked to complete the questionnaire.

Proposer: Cllr. M. Bond:                              Second: Cllr. A. Niven:

**18) Review of the Asset Register for the Year Ending March 31<sup>st</sup> 2018: Councillors to review and agree the new Register.**

The Asset Register for the Year Ending March 31<sup>st</sup> 2018 was also agreed:

Proposer: Cllr. M. Bond:                              Second: Cllr. A. Niven:

**19) Accounts year ending March 31<sup>st</sup> 2018: Review of the Accounts for Internal Audit and any questions:**

**a) To approve Section 1 of the Annual Return and sign declaration:**

Section 1 of the Annual Return was approved and signed.

Proposer: Cllr. M. Bond:                              Second: Cllr. A. Niven:

**b) To approve Section 2 of the Annual Return and sign Declaration:**

Section 2 of the Annual Return was approved and signed.

Proposer: Cllr. M. Bond:                              Second: Cllr. W. Shoote:

**c) To agree the accounts for the year ending 31<sup>st</sup> March 2018:**

The Council agreed the accounts for the year ending 31<sup>st</sup> March 2018.

Proposer: Cllr. A. Rozkalns:                              Second: Cllr. A. Thomas:

