

# **Bramfield and Thorington Parish Council**

**A Meeting of the Parish Council was held virtually via Zoom on Monday, February 8th 2021 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 and County Cllr. R. Smith (Arrived 7-32pm and left 7-45pm):

### **Also Present:**

Paul Widdowson (Clerk):

#### 1) **Apologies:**

Cllr. J. Key; Cllr. S. Key and District Cllr. N. Brooks:

#### 2) **To receive Declarations of Interest:**

Cllr. M. Bond and Cllr. A. Rozkalns both declared a personal interest as members of the Village Hall Committee.

#### 3) **Requests for dispensations:**

There were no requests for dispensation.

#### 4) **To receive a report from the County Councillor and the District Councillor:**

This item was moved by the Chair to when County Cllr. R. Smith arrived which was after Item 11.

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

There were no members of the public at the meeting.

#### 6) **To confirm the Minutes of the Parish Council Meeting held on Monday, January 11th 2021:**

The Minutes of the Parish Council Meeting held on Monday, January 11<sup>th</sup> 2021 were agreed.

Proposer: Cllr. W. Shoote

Seconder: Cllr. D. Hughes:

#### 7) **Traffic Report on A144:**

Cllr. A. Niven reported that he was going through the Speedwatch Data and was looking at to compare year on year as Speedwatch was currently suspended.

Cllr. A. Rozkalns said that a Parishioner had been to see him regarding the footpaths and roads not being cleared of snow.

8) **Cil Money:**

The Clerk went through how the Parish Council has received some Cil Payments and although some had been spent on the new thatched roof for the Bramfield bus shelter, he said that the Parish Council had £7777-43 to spend. Cllr. A. Rozkalns said that the Village Hall Refurbishment would cost around £20 000 and the Village Hall Committee was currently getting three quotes. Cllr. A. Rozkalns would finalise the refurbishment cost once he had received these three quotes.

Councillors agreed in principle to use all the current Cil money as a contribution to the Village Hall Refurbishment

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

9) **Village Hall:**

Cllr. A. Rozkalns reported that the Pre-School was open and doing well. However he said that the Village Hall was closed with some parishioners checking keeping a check on the Village Hall.

10) **Internet Banking:**

Cllr. A. Rozkalns said that there was nothing to report.

11) **Trees:**

The Clerk said that a parishioner had reported that the trees outside the Vicarage needed some attention. Cllr. A. Thomas said that she would contact the parishioner and would find out who owned the land on which the trees stand. Cllr. W. Shoote suggested taking some photographs and then contacting the appropriate Council. This was agreed by the Councillors.

Proposer: Cllr. A. Rozkalns:                      Seconder: Cllr. M. Bond:

**Item 4 on the Agenda was taken by the Chair at this stage of the meeting as County Cllr. R. Smith had arrived:**

County Cllr. R Smith reported that there was an Amber Weather Warning until midnight for snow. He congratulated Saxmundham Surgery as the vaccination Programme was going so well. County Cllr. R. Smith said that he had nothing to say regarding Sizewell C and reported that the County Council Elections were going ahead on May 6<sup>th</sup> 2021. He concluded by saying that he would check the owner of the layby at the top of the hill on the A144. Councillors had no questions for the County Cllr. R. Smith.



17) **New Policies:**

The following policies were agreed and adopted by the Parish Council.

- Data Consent Form
- Data Protection and Information Management Policy
- Procedures for Dealing with Data Breaches
- Procedures for Dealing with Subject Access Requests

It was agreed that Audit and Impact Assessment would be further reviewed and revised by Cllr. D. Hughes and Cllr. W. Shoote as they believed that it was designed for a large Local Council and much of it does not apply to a small Parish Council like Bramfield and Thorington Parish Council.

Proposer: Cllr. A. Niven:                      Secunder: Cllr. A. Rozkalns:

18) **Current Policies:**

The following policies were agreed and re-adopted by the Parish Council.

- Equal Opportunities Policy
- Privacy Notice for Residents
- Privacy Notice for Staff and Councillors
- Privacy Notice for New Councillors

Proposer: Cllr. D. Hughes:                      Secunder: Cllr. A. Rozkalns:

19) **To receive information and agenda items for the Parish Council Meeting to be held on Monday, March 8th 2021:**

It was agreed to add the Audit and Impact Assessment to the agenda in March.

Cllr. A. Thomas reported that she would be approaching a parishioner regarding the current snow and ice on the pavements and roads not being removed.

**The Meeting ended at 8-46pm.**