

Minutes of the BRUISYARD PARISH COUNCIL MEETING held on Tuesday, 14th March 2011, at 7.30pm in the Village Hall, Rendham Road, Bruisyard Street.

Present: The Clerk, Peter Robinson (Chairman), James Ingmire, John Marten, John McKee and Jeremy Holland-Howes. District and County Councillor Colin Hart and Pc Mary Thompson also attended the meeting.

AGENDA

- 1) **Apologies for absence:-** Eleanor Berwick
- 2) **Minutes of the last meetings:-** The minutes of the last meeting have already been circulated and read. James Ingmire proposed that the minutes for the meeting held on 24th January 2010 be accepted and Peter Robinson seconded this proposal. All were in favour.
- 3) **Matters arising:-** The Parish Council has been asked to hold afternoon cream teas on 24 July for the Open Weekend event with proceeds going to 'Help for Heroes'. A grant of £200 has been promised by SCC from the London 2012 fund. Bruisyard Social Amenities will organise the other events planned. All Members were happy to run this event.
- 4) **Village Hall Sub-Committee Report:-** Since the last Parish Council meeting the village hall committee have met twice, 31st January 2011 and 28th February 2011.
 - a) **Blackout blinds:-** The Blackout blinds have now been fitted in the hall.
 - b) **Road signs to Village Hall:-** It has been agreed that road signs to the village hall are necessary to avoid visitors getting lost in Bruisyard. David Smith was given the task to obtain signs at an affordable price. These have been purchased and put up at 4 locations at junctions in the village.
- 5) **Financial Matters:-** John Marten declared his prejudicial interest in item 5 a) and withdrew from the meeting.
 - a) Peter Robinson proposed that John Marten is paid £50 for cutting the inside of the hedge and strimming grass in the Park from the Barclays Parish Council current account. Jeremy Holland-Howes seconded the proposal and all agreed. The cheque was duly written and signed. John Marten returned to the meeting.
 - b) Repayment to David Smith of £179.44 on 10th February, £217.38 on 16th February and £88.94 on 4th March from the Village Hall account for bar stocks from Macro
 - c) Pay Anne Smith – Clerk £250 from the Barclays Parish Council current account as her annual salary.
 - d) Paid EDF Energy £255.54 on 11th February from the Barclays Village Hall account for halls electricity supply
 - e) To repay Anne Smith £9.19 from the Barclays Parish Council current account for the website domain name from Microsoft
 - f) Repayment to David Smith of £61.05 on 26th February from the Village Hall account for light bulbs for the hall from Screwfix
 - g) Paid Country Blinds £773.40 on 4th March from the Barclays Village Hall account for blackout blinds for the village hall
 - h) Pay Suffolk Acre £25 for renewal of membership from the Barclays Parish Council current account

k) Pay M & M Signs Ltd £81.50 from the Village Hall account for the 4 road signs to the village Hall

John McKee proposed that financial transaction b) to h) and k) were in order and James Ingmire seconded this proposal and all agreed. Cheques were written and signed for items 5 c), e), h) and k)

i) Charity donations for 2011:- of the 10 charities asking for grants this year Peter Robinson proposed that £15 be paid to Disability Advice Service, Citizens Advice Bureau, Suffolk Accident Rescue Service and Suffolk Age UK. John McKee seconded this proposal and all agreed. The cheques from the Barclays Parish Council current account were duly written and signed.

j) Internal audit and financial procedures review:- The Members reviewed the financial risk assessment and management forms and agreed all risks will remain at the same level for this year.

The forms to change the Mandates on the Barclays Parish Council account and the Barclays Village Hall accounts are completed and signed and ready for posting

The direct debit form to pay the Village Hall electricity account by direct debit has been signed by two signatories for that account and posted off.

6) Asset Risk Assessment:- John Marten and Peter Robinson agreed to examine all the Councils assets, note their condition and any remedial work required plus any risk they may pose to the public.

7) Replacement of the Clerk:- The Clerk, Anne Smith has decided to step down from her position after ten years of service. The new clerk will not take over until the July meeting at the earliest. The Members wish to advertise the position in the newsletter in April with a salary £30/calendar month. The Council is now obliged, after 6th April 2011, to make PAYE and NIC to HMRC for the clerk on a monthly basis as the clerk can no longer be self employed. The Clerk – Anne Smith will not take any remuneration in the year 2011/2012. When the new clerk is appointed the Council will have to register with HMRC as an employer. All returns have to be done online and any payments have to be made electronically.

8) Park:- a) grass cutting. The Members agreed that the first cut of the grass below the hall slope should be in the second week of April. John Marten has used a selective herbicide on parts of the Park today and cut the grass on the north side of the path as this was already very long.

9) Children's Play Area Sub-Committee report:- The clerk as the financial officer for the PC put in an application to the Big Lottery 'Reaching Communities Fund' for the full amount to build the proposed play area. Unfortunately this application has not been successful. The Clerk had a telephone interview with a member of the Reaching Communities team to ascertain why the PC was not invited to put forward a full and detailed application for the project. Jeremy Holland-Howes suggested that a draft re-application be put together by the Clerk and her husband, David Smith and then a working party meeting arranged to study the draft and strengthen the application before resubmission.

10) Councillor elections:- Councillors have to put themselves up for re-election on 5th May. Eleanor Berwick will not be seeking re-election. The Chairman expressed his thanks for the work she has done for the Council over the many years she has served as a Member. The 5

Members present handed in their nomination papers to the Clerk to deliver to the District Council offices on 23rd March. There have been no other nomination papers handed to the Clerk to date so are two vacancies on the Council at present.

11) Standing Orders:- on the 21st February a working party reviewed and adapted NALC's new model of Standing Orders. The Clerk has drawn up the document Bruisyard Standing Orders 2011 removing any items from the model not required and circulated them to all the Members. John Marten proposed that these new standing orders be adopted and the previous ones rescinded. Jeremy Holland-Howes seconded this proposal and all agreed.

12) Highways:- The Clerk reported a number of deep potholes to the Highways Department by email. These were mended the next day. There are still a few smaller potholes at the Low Road/Church Road junction which the Clerk will report. The Members reported another pothole on the road to Cransford just south of the junction by The Forge. John Marten also reported the road edge at the junction of Mill Lane/ College Road has been badly damaged by lorries turning out of the junction

13) Date of next meeting The AGM to be held on 16th May and the Parish Meeting on 23rd May.

14) Miscellaneous Items:- Dr Dan Poulter MP together with the Waveney MP is holding a conference on the morning of 6th April at the Waveney House Hotel to consult on the provision of broadband in Suffolk. In April bids are being submitted for the Government's second round of assistance to improve broadband provision in specific areas. A bid from Suffolk is being prepared in hope of securing a portion of this funding. The Conference will bring together suppliers of technology solutions, alternative infrastructure solutions, local people and local businesses and an invitation has been sent to the Clerk for her or a representative from the village to attend. She has asked David Smith to attend as the person with the best knowledge of broadband provision and he has agreed to do so. The Members were happy for him to represent the village.

2 Rendham Road was put up for sale by Heritage Housing Association. There was no record of this house being advertised for rent and the PC had not been informed of their intention to sell the property. John McKee contacted John Taylor – Chairman of Tenants Association to clarify the situation. This house was one of 4 they planned to sell but the housing association has now withdrawn the houses from the market. The clerk will write to Heritage Housing Association at Avocet House in Framlingham expressing the PC's concern that they were planning to sell the property and that they were going to do this without consultation with the Parish Council.

The tenant of 4 Vicarage Cottages is now in residence fulltime and making effort to clear up the garden and property

John McKee reported that he had cleared up on 3 occasions since the New Year, black plastic bags that had been fly tipped on Rendham Road. He found nothing in the sacks to identify the culprit. The clerk will ask if any of Bruisyard residents have any information about these incidents of fly tipping in the newsletter.

There being no further business the Chairman closed the meeting at 9:35pm

Report from Colin Hart, District and County Councillor:-

The County Council and the District Council have both set their budgets and there will be no increase this year. They have achieved this by instigating hefty cuts. The District Council have reduced their budget by 2 million from a 14 million budget last year, making savings by

combining services with Waveney District Council and the public should not notice the difference this year.

The County Council has reduced its budget by 42 million and this will mean cuts in services and there will be more in coming years. Those announced are the removal of school crossing assistants and some of the household waste recycling sites will be closed. Half the grants to the rural bus services have been cut and this has already affected Bruisyard residents. The Central Government has cut its settlement to the Councils by 41% over a 4 year period which has been front loaded.

The main County Libraries will not be affected but the community libraries as in Framlingham and Saxmundham will close in 2012 if nobody comes forward to run them – this is under consultation in both town. There is a consultation document on the County Council's website on the future of libraries and Colin Hart urged the Members to participate in this consultation.

The Chairman thanked Colin Hart for coming to the meeting and he took his leave.

Pc M Thompson report

Between the 1st January and 14th March there have been no crimes reported in Bruisyard. There were none in the same period last year.

There has been a report of the theft of heating oil from Low Road Badingham, the report was made a few days after the event so it was difficult to follow it up.

The police station in Framlingham on Badingham Road is closing and they will be a combined police and fire station at the present fire station on B 1119. An open morning is planned for 28th March starting 10:30. Members are invited to attend.

The Chairman thanked Pc Mary Thompson for attending the meeting.