

Minutes of the BRUISYARD PARISH COUNCIL MEETING and AGM held on Tuesday, 11th May 2010, at 7.30 in the Village Hall, Rendham Road, Bruisyard Street.

Present: The Clerk, Peter Robinson, Margaret West, Jeremy Holland-Howes, John McKee, Sonia Richards and James Ingmire. Pc Mary Thompson also attended to give her annual report

AGENDA

1) Election of Chairman:- Peter Robinson asked the Members for nominations for Chairman. John McKee proposed that Peter Robinson be elected Chairman. Margaret West seconded this proposal and all were in favour and Peter Robinson was duly elected. Peter Robinson took the Chair.

The Chairman asked the Members for nominations for Deputy Chairman. Peter Robinson proposed that Eleanor Berwick be elected Deputy Chairman. She had indicated to the Clerk she was willing to stand although unable to attend the meeting. Jeremy Holland-Howes seconded this proposal and all were in favour and Eleanor Berwick was duly elected.

2) Apologies for absence:- there were apologies from Eleanor Berwick and the District and County Councillor Colin Hart

3) Minutes of the last meetings:- The minutes of the last meeting had been already circulated and read. Margaret West proposed that the minutes for the meeting held on 23rd March 2010 be accepted and Sonia Richards seconded this proposal. All were in favour.

4) Matters arising:- Posters were not put out for the litter pick due to a bereavement in the clerk's family but Members tidied up around where they lived. The potholes were filled in just after the last meeting making it unnecessary for the Clerk to contact the Highways Department.

5) Allocating members to serve on subcommittees:- Peter Robinson, Jeremy Holland-Howes, Sonia Richards and John McKee agreed to sit on the planning subcommittee. Eleanor Berwick would be contacted by the Clerk to confirm that she was willing to continue to serve on the planning subcommittee
Peter Robinson and John McKee agreed to continue to sit on the Village Hall subcommittee.

6) Election of non Councillor Members to the Village Hall subcommittee:- Peter Robinson proposed that all existing Members be re-elected. John McKee seconded this proposal and all agreed. Glynis Holman agreed to join the committee as a new Member

7) Welcome to Councillor James Ingmire and resignation of Margaret West:- The Members welcomed James Ingmire as a new Member of the Council. A letter of resignation has been received from Margaret West due to her increased business commitments. The clerk will contact the officer at Democratic Services at Suffolk Coastal District Council informing them of her decision.

8) Report from the Village Hall Committee and use of Hall:- Since the last Parish Council meeting on 23rd March, the village hall committee have met twice; 29th March and 26th April.

a) Construction update: The work on connecting the fire alarm to the servery shutter has been completed. The Building Inspector from SCDC Building Control Group visited the hall on 4 May and identified the following matters which required attention to comply with Building Regulations:

- the loft hatch should achieve 30 minutes fire protection with intumescent strips and smoke seals.

- the sockets, switches and disabled handrails should contrast with the walls by a minimum of 30 points (ie. need to have coloured surrounds or be coloured for users with poor vision).

- the fire doors require adjustment so a positive connection between the door and the smoke seals is achieved.

- an installation and commissioning certificate for the unvented hot water system needs to be provided.

Robert Smith has actioned the above requirements and will arrange a second visit by the Building Inspector as soon as the work is completed.

The Energy Performance Certificate has been received from the energy assessor (Mr Edward Selim). Based on the most recent computer calculation for the building the assessor has given a 'B' rating. This is slightly disappointing as the hall was designed and built for an 'A' rating. One reason for this change is that the most recent assessment software assumes that heat-pump installations also deploy air conditioning in the building and hence additional energy consumption. The fact that the hall does not have air-conditioning cannot be factored into the computer generated calculation! The village hall secretary has spoken to the Assessor about this classification and has come to the view that there is little merit in taking this further. To get an 'A' rating under the present measurement regime would involve the considerable expense of triple glazed windows and movement sensor light switches. The Assessor mentioned that the hall is one of the most energy efficient buildings he has assessed and that under the previous assessment software the building would have been given an 'A' rating.

b) Update on funding: The delay in receiving the Building Certificate and the Architect's Certificate of Practical Completion has meant that the final submission to the Big Lottery Fund to release the remaining grant (£9963) has had to be delayed. This is now causing some concern and considerable irritation from the Big Lottery grant officer. The village hall secretary is keeping the grant officer fully informed on progress.

The Adnams Charity has awarded a grant of £1253 to cover the cost of installing the fencing and five bar gate in the car park. The work will be done by County Care Anglia Ltd in June. The funding of curtains, blinds and projector screen was not covered and further funding will be sought from other bodies.

The Royal Antediluvian Order of Buffalos, Kenneth Walker lodge, has awarded a grant of £100 which has been used to buy a combination microwave oven/grill and electric kettle. The Alde Community Council has agreed to award a grant of £250. This will be used to install 5 photovoltaic powered high power LED floodlights in the car park.

c) Other matters: Bruisyard Young People have been awarded a grant of £900 from The Suffolk Foundation to buy play equipment.

The sausage and mash evening organised by Bruisyard Young People on 10th April was a great success and raised about £350.

9) Park:- The Hedge cutting has been completed except for a few inaccessible parts at the top which will be trimmed by Tim Kindred when he clears gateways in June. The grass has been cut 3 times so far this year.

It is the intention of the team leaders of Bruisyard Young People to ascertain from children in the village as to what play equipment they would like installing in the Park now the Village Hall is near completion. The Clerk reported that there was £2,836.37 available to the parish under the Outdoor Play Space Scheme. There is a further £5226.96 available under the scheme for the Sweffling Group which includes Bruisyard. The Clerk will make inquiries as to the method of releasing the funds and ask for advice on raising the extra money required to make the play area.

10) Financial Matters:- John McKee proposed that items a) to g), be accepted as proper payments and financial transactions. Jeremy Holland-Howes seconded this proposal and all agreed.

a) Essex and Suffolk Water

Paid £30.28 from the Barclays Village Hall account on 26th April.

b) SALC subscriptions

To pay SALC £108 from the Barclays Parish Council account to cover the annual subscriptions

c) Bennetts for kettle and microwave

To pay £93.07 to Bennetts from the Barclays Village Hall account for the above items on receipt of the invoice. To date this has not been received.

d) Payment of Simmons Builders Ltd

Paid £500 from the Barclays Village Hall to cover the cost of fixing the sound panels and brick skirting, invoice No 164

e) Reimbursement for ink cartridges

To reimburse the Clerk, Anne Smith £25.73 from Barclays Parish Council account for the purchased of 3 black ink cartridges from Makro on 29th April.

f) John Marten for hedge cutting and grass cutting

Paid £60 for cutting the grass twice in April and £100 for cutting the hedge round the park. Cheque written for £160 from the Barclays Parish Council account on 29th April.

g) Payment of Suffolk Acre membership fee

Paid Suffolk Acre £25 from the Barclays Parish Council account on 30th April

Cheques were duly written to cover the payments to SALC and Anne Smith – The Clerk

h) Change of signatories on bank accounts. Margaret West will have her name removed from all the Parish Council accounts. A change of account signatory form for the Santander accounts was sign by Members who are signatories on these accounts and the Clerk will fax the forms through to Santander. The Clerk will contact Barclays to change the Village Hall and the Parish Council mandate. Peter Robinson proposed that John McKee be added as a signatory to the Parish Council account and Sonia Richards be added as a signatory to the Village Hall account. Jeremy Holland-Howes seconded this proposal and all agreed.

i) Repayment of loan from Village Hall and grant to Village Hall. The Parish Council have not received the final payment from the Big Lottery Fund as yet, it was agreed to repay the loan of £150 on receipt of the final payment.

Peter Robinson proposed the Parish Council grant the Village Hall £60 to cover the costs of the Parish Council using the Hall for its meetings. John McKee seconded this proposal and all agreed. This will be deducted from the grant repayment.

j) Approval of accounts and annual governance statement. The Clerk had circulated the accounts for 2009/2010

Peter Robinson proposed that the accounts be approved and Sonia Richards seconded the proposal and all agreed. The Clerk and Chairman signed and dated the accounts for the Parish Council and the Village Hall together with the bank reconciliation and supporting statement.

The Chairman read the annual governance statement out to the Members and they agreed with all the statements. The Clerk and the Chairman signed the annual return for the year 2009/2010

11) School Catchment Area:- Jeremy Holland-Howes has not as yet received a reply to his letter. He will contact the Department of Education if he does not hear from them soon.

12) Functions in Hall for May and June:- a) Plant Sale and Coffee Morning 29th May from 10 – noon. Coffee and tea with biscuits or cake to be served as the previous event. A raffle will be held and the Bruisyard Social Amenities Committee will be present to sell their grand raffle tickets.

b) Midsummer Wine Tasting:- On 26th June, better red wines suitable for summer drinking will be featured and Ian and Eleanor Berwick will source and buy the wines. Anne Smith to make pate again to go with the cheese and bread with strawberries and cream to be featured as the dessert – to be sourced from Ellises the wholesalers. The clerk will print tickets ready for the Coffee Morning, the price of a ticket will be £12.50.

13) Road closures:- The closure of Low Road Bruisyard between 24th May and 11th June has been publicised in the Newsletter. Further road closures are planned for roads in Cransford which will affect the journeys to and from Bruisyard. The Clerk will post maps of the planned diversions and dates of closure on the notice boards.

14) Dates of Parish Council Meetings:- it will be more convenient for some of the Members to hold meetings on Monday evenings instead of Tuesdays. For the coming year meetings will be held on the following Mondays at 7:30 12th July, 13th Sept, 15th November, 24th January 2011, 14th March and the AGM on 16th May. The date of the Parish Meeting to be decided nearer the time

15) Miscellaneous items:-

A Saxmundham group is making a bid to take over the Middle School site to make it into a community centre when it closes as a school in 2012. John McKee agreed to attend the focus group one of the meeting arranged for 14th and 15th May.

Sara Orr has collected for the British Legion for well over 20 years. John McKee understood that they award a Certificate or badge to collectors with 10 or more years service. It is not known if Sara Orr has received this recognition for her services to the British Legion. The clerk will get in contact with the organisation and ask if she can receive an award after the Parish Meeting when there will be a presentation by the Legion. Peter Robinson will contact her and ask her to attend the meeting.

There being no further business the Chairman closed the meeting at 9:20 pm.

PCSO Mary Thompson sent a report for the meeting:-

Between 1st April 2009 and 31st March 2010 there were 3 reported crimes in Bruisyard

- The theft of heavy lifting machinery between 11th and 13th July
- Criminal damage to a vehicle between 22nd and 23rd July
- A theft between community service workers in the Church Yard.

The previous year there were 4 reported crimes.

Road Safety

13 schools have taken up the 'Kill Your Speed! Not me!! Campaign' and all took part in the Road Safety/speeding poster competition. The winning entries for each school will be judged for an overall SNT winner and the submissions have been exhibited in Framlingham Co-op for a week as a celebration for all the effort the pupils have put in.

Crime Trend

There has been some heating oil thefts within the SNT. To guard against this security measures should be taken to frustrate offenders by improved lighting, putting in security measures for pipes and householders making regular checks.

Thefts of scrap metal, copper, lead etc are also occurring she urged all residents to secure any valuables and sheds and outbuildings needing to be secured with locks and consider buying a shed alarm.

She is happy to be contacted by the public about any police matters. Framlingham Police Station number is 01473 613500