

Minutes of the BRUISYARD PARISH COUNCIL MEETING held on Tuesday, 15th September 2009, at 7.30pm in the Vestry, St Peter's Church, Bruisyard.

Present: The Clerk, Peter Robinson (Chairman), Eleanor Berwick, Margaret West, John McKee, Shirley Smith, Sonia Richards and Jeremy Holland-Howes

AGENDA

1) Apologies for absence:- Pc Mary Thompson and County Councillor Colin Hart.

2) Minutes of the last meetings:- The minutes of the last meeting have already been circulated and read. Eleanor Berwick proposed that the minutes for the meeting held on 12th July 2009 be accepted and Margaret West seconded this proposal. All were in favour.

3) Matters arising:- There were no matters arising.

4) Welcome to the new Member:- Sonia Richards was welcomed by the other Members of the Council and introductions made. She has previous to the meeting signed a declaration of acceptance of office and completed and signed the code of conduct form, a copy of which the Clerk will post to Suffolk Coastal District Council along with her required personal details.

5) Village Hall Committee Report:- Since the last Parish Council meeting on 14th July, the village hall committee have met twice, on 10th August and 7th September.

a) Update on funding:- £23940 was received in August from The Big Lottery Fund with the balance of the Simmons Builders Ltd invoice, £4,660, was drawn from the Suffolk County Council grant.

In September £17957 was received from The Big Lottery Fund and a further £4433 has been applied for from the Green Energy Trust to cover 50% of the solar panels and water tank associated with them. Suffolk Environmental Trust will pay Simmons Builders Ltd directly to cover the first fixings of the electrical installations.

The wine tasting and open garden event raised £388.50 and donations collected at the time of the tours of the hall on 12th September amounted to £50.29. A further £240 has been donated from residents in the village since the last meeting.

b) The roof tiling has now been completed and the solar panels installed on the roof. The doors and windows have been fitted. The first fixings on the electrical installations have been carried out and the plastering has been completed. The under floor heating system is in place and the floor screed put down. Tiling of the walls and floors are due to be start mid October. The builders are working towards a finish date of end of December.

c) The Members have studied the booking form and the conditions of hiring the hall. It was agreed to consider a cancellation fee being charged for a booking that tied up the hall for a number of hours. It was felt that an extension of the usage hours to 12 midnight would be necessary to attract wedding reception bookings and parties.

A charge for adding on a marquee has not been fixed and consideration for the amount of the extra electricity which would be used heating the marquee needs to be worked out.

Sonia Richards will investigate the booking conditions set by Hacheston Village Hall and the Clerk will do likewise for The Riverside Hall at Stratford St Mary. These comments will be passed onto the Village Hall Committee for consideration.

6) Financial Matters:- a) Payment to Simmons Builders Ltd:-

i) A cheque of £28,500 was issued from the Abbey Reserve account on the 31st July for work carried out in July. Shirley Smith proposed that this was in order and Margaret West seconded this proposal and all agreed.

ii) A cheque for £16,783 was issued from the Abbey Reserve account in September for work carried out in August. John McKee proposed that this was in order and Eleanor Berwick seconded this proposal and all agreed. Shirley Smith proposed that a further cheque from Abbey Reserve account for £8,866.53 be issued to cover the solar panel installation and the water tank. Sonia Richards seconded this proposal and all agreed. A cheque was duly written and signed.

b) BDO Stoy Hayward returned the audit for 2008/2009 and there were no issues arising from that audit. John McKee proposed that it was in order to have paid the audit fee of £155.25. Peter Robinson seconded this proposal and all agreed. The Big Lottery paid for the increase in the audit fee of £85 due to the village hall building project and a cheque for this amount was drawn from the Abbey Reserve account. A cheque for the balance of £70.25 was drawn from the Parish Councils Barclays account. £50 was the Parish Council audit fee and £20.25 the reclaimable VAT on the whole amount.

c) Sonia Richards proposed that Suffolk Acre Services be paid £291 for the annual insurance premium. Jeremy Holland-Howes seconded this proposal and all agreed. The Clerk asked for the value of the insured assets be increased by 5% for the year 2009/2010.

A cheque from the Parish Council's Barclay account was duly written and signed.

d) Shirley Smith proposed that Robert Rous be paid £10 for the lease on the car park for the year 2009/2010. John McKee seconded this proposal and all agreed. A cheque from the Abbey Reserve account was duly written and signed.

e) Eleanor Berwick proposed that the clerk be reimbursed £39.30 for the cost of black ink cartridges purchased on the internet from Viking Direct. John McKee seconded this proposal and all agreed and a cheque from the Parish Council's Barclay account was duly written and signed.

f) John Martin has been reimbursed, in cash from donations, for the signs he purchased as agreed at the last meeting.

g) Jeremy Holland-Howes proposed that the sum of £59.21 be transferred from the Parish Council's Barclay account to the Village Hall Barclays account. Sonia Richards seconded this proposal and all agreed. Cheques for the value of £60 were deposited in the Parish Council's Barclays account from the wine tasting event and a debt of 79p to the Parish Council arising from the 2008/2009 accounts for the village hall project will be cleared with the transfer of this amount. A cheque from Parish Council's Barclay account was duly written and signed.

7) Park:- a) The grass has been cut twice in the last two weeks but will not require cutting again in the near future. Peter Robinson will advise the Clerk when a further cut is needed.

b) Two quotes for cutting the hedge around the Park have been received. Geoff Rogers quoted £50 for cutting plus sweeping up time for cutting the hedges that are accessible at the present time, last year he was paid £61.25 plus VAT for the work. John Martin quoted £100 to hand cut the entire hedge, including hedge enclosed by the building site. The Members agreed to defer the decision until the building work is finished and have the hedges cut in January.

8) Wine Tasting and Open gardens:- £70 was raised at the open garden event and £318.55 was raised at the Wine tasting evening making a total of £388.55. Both were enjoyable events and the members expressed their thanks to Cheri and Steve Roberts for the use of their garden.

Shirley Smith suggested that the more attention should be paid to arranging appropriate dates for future events in order to avoid school half terms and other events in the area. It was agreed to plan dates for events further in advance in future.

- 9) Planning:-** a) The application to alter the internal layout of The Dairy, Church Road with minor external alterations has been approved.
b) The application to replace the flat roof on the garage at Ford End, Church Road with a pitched roof and changes to the fenestration has been approved.

10) Date of next meeting:- 17th November

11) Miscellaneous Items:- Jeremy Holland-Howes had prepared the questionnaire for the school catchment area to be delivered to all those households in the village with children of school age. He suggested the beginning of the new school year would be a good time to carry out this survey. The Members agreed and the questionnaires would be delivered on 26th September by Peter Robinson and Jeremy Holland-Howes and collected in the following two weeks. The Clerk will prepare a list of households that she knew had children.

None of the Members were able to attend the conference on Affordable Housing arranged for the 9th October.

Jon McKee noted that the Highways Department had the roads swept early in September which improved the appearance of the village but this was spoilt the very next day when the verges were cut and debris spilled onto the road. The Clerk will contact Highways to ask if the verge cutting could be done before the road sweeping in future.

There being no further business the Chairman closed the meeting at 8:40 and thanked the PCC for the use of Vestry