

**Minutes of the BRUISYARD PARISH COUNCIL MEETING held on Tuesday, 17<sup>th</sup> July 2007, at 7.30pm in the Vestry, St Peter's Church, Bruisyard.**

**Present:** The Clerk, Peter Robinson, Shirley Smith, Jeremy Holland-Howes, John McKee Oliver Hitchcock, Eleanor Berwick and Margaret West. Colin Hart, District and County Councillor attended to give the Council his report.

AGENDA

**1) Apologies for absence:-** Pc Trudie Beckwith sent her apologies

**2) Minutes of the last meetings:-** The minutes of the last meetings had already been circulated and read. John McKee proposed that the minutes for the meeting held on 15<sup>th</sup> May 2007 be accepted and Margaret West seconded this proposal. All were in favour.

**3) Matters arising:-** The Chairman, Peter Robinson, welcomed Eleanor Berwick as a Member of the Council.

John McKee reported that he had not cut off the branch on the willow tree in the Park and the tree has deteriorated further. He will take the necessary action to make it safe.

**4) Adoption of New Model Code of Conduct:-** Margaret West proposed that Bruisyard Parish Council adopt the Model Code of Conduct for Parish And Town Councils in its entirety. Jeremy Holland-Howes seconded this proposal and all agreed. The Clerk will advise the Standard Board of the Councils decision by email.

The adoption of the Model Code of Conduct will be advertised in the local paper in a collective advert arranged by SALC together with other Councils for a fee of £30.

In order that they can declare their interests within the Parish all Members have been issued with a form compiled by SALC. These will be completed and returned to the Clerk who will forward them onto the monitoring officer at Suffolk Coastal District Council.

**5) Planning Matters :- a)** permission has been granted for the extension to Alde House

**b)** The Members examined the latest version of the plans for the proposed village hall which included the changes suggested at the consultation event held on June 10<sup>th</sup>. The members approved of the design and supported its submission to District Council. Shirley Smith registered her personal interest in this item due to her relationship to the architect.

**6) Parish Park:-** John McKee proposed the Council should not invite RoSPA to inspect the play equipment this year as there have been no change since the last inspection and all recommendations in the last report have been implemented. Jeremy Holland-Howes seconded this proposal and all agreed.

**7) Financial Matters:- a)** The Annual Governance Statement on the annual return was agreed and signed by the Chairman and the Clerk. The Clerk will send the annual return to Lubbock Fine for the external audit of the accounts. The Council thanked Richard Pawle for carrying out the internal audit.

**b)** Shirley Smith proposed opening a current and a savings account with Abbey Business Banking. All members and the Clerk will act as signatories to the accounts. Cheques will have to be signed by two Members and the Clerk. The Clerk will be reimbursed by the Council by cheque for her running expenses during the financial year with a final tally at the end of the financial year. The Clerk, as responsible financial officer, will have access to the accounts by internet and telephone. Jeremy Holland-Howes seconded this proposal

and all agreed. The Clerk read the data protection statement on the application form to the Members. Members were given the personal information pages of the application form to complete and details of their customer identification requirements for the accounts. These will be returned to the Clerk as soon as possible and she will complete all other sections of the application form and send it off to Abbey Business together with two cheques of £50 to open the accounts. The cheques will be written and signed by members when required.

c) John McKee proposed that the fee of £265 for the planning application for the village hall be paid to Suffolk Coastal District Council. Eleanor Berwick seconded this proposal and all agreed. A cheque was duly written and signed. It will be forwarded to Robert Smith to be included with the planning application.

d) The cheque to Suffolk Acre to cover insurance from 1<sup>st</sup> June to 30<sup>th</sup> September was for £83.73. All agreed this was in order.

**8) Report from the Village Hall Committee:-** RSA Geotechnics informed the village hall committee that the Environment Agency would need to be satisfied that the proposed development passes the 'Sequential Test' as set out in the Environment Agency's Planning Policy Statement 25 (PPS 25). A letter from the Parish Council Chairman was needed stating that all alternative development sites in the village outside the possible flood areas (defined as Zone 1) had been investigated and rejected with good reason. Peter Robinson sent a letter to RSA Geotechnics (with copies for Robert Smith, architect and the EA). The RSA Geotechnics flood risk assessment survey would not be completed until week commencing 6 August – this was due to additional survey work being undertaken - so the application will be filed with Suffolk Coastal District Council in the second week of August.

The Clerk read the final design and access statement for the design of the hall to the members. The Members agreed to endorse these documents.

The consultation barbeque held on Sunday 10 June was a success with some very useful feedback on the 2 designs received from the attendees. The main comments received were;

- Scheme 2 preferred
  - A WC accessible from outside the building was not recommended
  - More ladies WCs
  - A stage with storage underneath at the west end of the hall rather than storage cupboards.
- The final plans were drawn up by Robert Smith and approved with a few changes to the toilet layout at the meeting on 11<sup>th</sup> July.

John Gibb has been in contact with the East Anglian Daily Times regarding an article to publicise the new Village Hall and had received a positive response. He offered to draft an article outlining the activities underway and the need in the Village for a community centre.

The Committee had agreed that 'Aldeside Hall' would be used as a temporary working name for the planning submission and a final name for the hall would be chosen at a latter date by a competition in the village.

A letter addressed to Robert Rous outlining the terms and conditions for the lease for the car park area which would be acceptable to the Parish Council was studied and approved unaltered. It was agreed the Clerk should sent the letter to Robert Rous.

The next meeting of the committee is scheduled for 15<sup>th</sup> August 2007.

**9) Highways:-** a) Susie Marshall of Low Road has reported the use of that road by large lorries to Environment and Transport and they have sent the Parish Council copies of the correspondence between them and the owners of Bridge Works requesting that they ask any delivery lorries going to and from the premises to avoid Low Road. The Clerk will

contact Highways requesting signs either end of the road indicating it is unsuitable for large vehicles.

**b)** The results of the Rights of Way Hierarchy Review will be circulated in the green folder for the Members to study.

**c)** Peter Robinson has reported to the Highways Department that the road near Bruisyard Hall has collapsed. It was found that a culvert under the road had collapsed and it is now fenced off. To carry out the repair the Road will have to be closed.

**d)** The Clerk will contact Highways to report the crack in the tree branch overhanging the pavement outside number 6 Rendham Road and the blocked ditch at the bottom of Clock House's drive. She will also contact the owner of White House Badingham requesting the hedge be cut at the Bruisyard Road, Badingham Road junction.

**10) Date of Next Meeting:-** 18<sup>th</sup> September

**13) Miscellaneous Items:-** there being no miscellaneous items and no further business the Chairman closed the meeting at 9:15 and thanked the PCC for the use of Vestry.

**Colin Hart**, District and County Councillor addressed the members with his report.

Colin Hart attended the Local Government Association Conference recently where the conferences key speaker was the Local Government minister, John Heaney who made it clear that less and less money would be available for local government. The County Council's financial gap will be 150million over the next few years.

The first phase of restructuring the County Council is underway by getting rid of duplications of work across the departments. This means cutting posts and most of this will happen by redeployment and people leaving. It will also restructure to create one policy development task group to work with the Cabinet instead of one for each department, with scrutiny committee to look at what has been achieved.

The approval of variation on the planning permission for the wind turbines at Parham is likely with the decision to be made on 25<sup>th</sup> July. There may be a legal challenge to the proposal.

Colin Hart is now the Cabinet member of Suffolk Coastal District Council for Tourism and Leisure.

The Members asked Colin Hart for his help and support on the issue of the village hall planning application. He agreed to help.