

**Minutes of the BRUISYARD PARISH COUNCIL MEETING held on Tuesday 20<sup>th</sup> March 2007, at 7.30pm in the Vestry, St Peter's Church, Bruisyard.**

**Present:** The Clerk, Peter Robinson (Chair), Eleanor Berwick, John McKee, Oliver Hitchcock and Shirley Smith.

**1) Apologies for absence:-** Apologies received from Margaret West and District and County Councillor Colin Hart. Jeremy Holland-Howes advised the Clerk he would be late for the meeting and sent his apologies

**2) Minutes of the last meetings:-** The minutes of the last meeting had already been circulated and read. John McKee proposed that the minutes be accepted and Oliver Hitchcock seconded this proposal. All were in favour.

**3) Matters arising:-** The Clerk has written to Sue Williams giving her permission to put flowers in the Park again this year and thanking her for her hard work last year.

**4) Local Development Framework Consultation:-** The Members have studied the document from Suffolk Coastal District Council in advance of the meeting. Because this is a large and important consultation document with over 50 questions to answer Eleanor Berwick proposed that a subcommittee be formed for the purpose of responding to it. All were in favour. Eleanor Berwick, Peter Robinson, Shirley Smith and the Clerk will meet on Friday 23<sup>rd</sup> March and circulate their conclusions by email to the rest of the members before responding electronically to Suffolk Coastal.

**5) Planning Matters a)** The Planning Committee studied and supported the application to building a garage and store at The Stables, Church Road.

**b)** The application to close in part of the cart shed to make a workshop/store room at The Dairy, Church Road has been approved.

**c)** An application to build a two storey extension to Alde House the Street has gone to the planning sub committee.

**6) Parish Park a)** There are 2 quotes for the cutting of the grass in the Park, a third company was asked to tender for the job but did not responded to the request:-

1) Suffolk coastal Services Ltd at £26.25 + VAT

2) Turfsol Ltd at £45 +VAT

The members voted to accept Suffolk Coastal Services Ltd quote and the Clerk will inform them of the Councils decision. She will also contact Turfsol Ltd and thank them for their quote.

**b)** A letter from Essex and Suffolk Water has been received informing the Council that the stand pipe complies with regulations.

**7) Website:-** David Smith has created a new free website for the Parish at [www.bruisyard.com](http://www.bruisyard.com) through Microsoft online. It is easy to use and update and will keep the parish well informed about the progress of the Big Lottery application to fund the building of a village hall. Minutes and agendas of Council meetings are published on it and links to public services, news and useful local information are available including the weather forecast. The website will be publicised in next newsletter.

**8) Financial Matters:- a)** Shirley Smith proposed that the Council join Suffolk Acre as it will be using them for advice concerning the village hall project. The subscription is £20

for this year. The proposal was seconded by Peter Robinson. A cheque was duly written and signed.

**b)** Eleanor Berwick proposed that Suffolk Coastal Services be paid £359.55 for the grass cutting in the Park in 2006. This was slightly less than anticipated. John McKee seconded this proposal and all agreed. A cheque was duly written and signed.

**c)** Anglia Water has sent a credit note to cancel out the invoice for £312.55 for the infrastructure charge.

**d)** Northumbrian Water, our local company Essex and Suffolk Water is owed by them, has refunded £312.55 to the Council as an infrastructure charge is not applicable for a watering point.

**e)** Charity giving – the Council have received letters of thanks from Citizens Advice Bureau and Suffolk Accident Rescue Service

John McKee proposed that the Council gave a second grant to the First Responder Scheme of a £100 now that the financial pressures on the Council have eased due to the above refund. Oliver Hitchcock seconded the proposal and all agreed. A cheque was duly written and signed.

**f)** Peter Robinson proposed to pay the Clerk £250 as her salary to cover the year 2006/2007. Eleanor Berwick seconded this proposal and asked for it to be minuted that the Council was extremely fortunate to have Anne Smith as their clerk. All agreed and a cheque was duly written and signed.

John McKee proposed to reimburse the clerk £20.98 for the 2 ink cartridges she purchased from Cartridge Monkey.com on behalf of the Council. Shirley Smith seconded this proposal and all agreed. A cheque was duly written and signed.

**g)** The Audit Commission have extended the appointment of Lubbock Fine as auditors for the year 2006/2007. The fee for the audit remains at £50 +VAT until 2011.

**h)** Shirley Smith proposed that the Parish Council open a new account with Abbey with the title Bruisyard PC Village Hall Account. All financial transaction concerned with the village hall project will be conducted through this account. Oliver Hitchcock seconded this proposal and all were in favour. The application form for the account will be completed with Peter Robinson, John McKee and Anne Smith acting as signatories to the account, with two signatories to be used for any transaction. SALC will be contacted to ascertain if it is permissible for any other members of the village hall committee to act as signatories. To open the account, a cheque for £50 was duly written and signed.

**9. Report from Village Hall Committee:-** There has been two meetings of the committee since the last PC meeting, on 20<sup>th</sup> February and 5<sup>th</sup> March.

**a)** Big Lottery Development Grant:- David Smith received a telephone call from Victoria Jenks, Grants Officer for the Communities Building Programme, on 16<sup>th</sup> February to inform him of our stage one application had been successful. We have been awarded a development grant of £8795 and an invitation to apply for stage 2, the application to fund building of the village hall.

**b)** Land for Car Park. The Council received a letter and ground plan from Robert Rous dated 20<sup>th</sup> February with the terms and conditions for the leasing of the land next to the Park. He proposed a 10 year lease, which may be renewed, at a rent of £10 a year for a 35meter by 35meter area. The Council will be responsible for fencing, insuring and maintaining the land. He would retain right of access through the Car Park to his adjoining land and the right to lay services under on or over the land to his adjoining property. The clerk has replied to the letter thanking him for his kind offer but asking if it would be possible to have a longer lease as this would strengthen our lottery fund application and informed him of the terms of a lease required to secure funding by the Big Lottery. The final condition concerns the security of tenure and legal advice may be required as to what the implication of the terms may be.

c) Appointment of architect, Robert Smith as lead consultant with effect from the receipt of acknowledgement from the big lottery fund of our completed development grant form, which was returned to them on 16<sup>th</sup> March. The project brief was discussed and amended at the first meeting and examined and again amended with the architect at the second. The project brief is available on the parish website. Flood risk assessments will be discussed at the next meeting on 5<sup>th</sup> April.

d) Keelan Smith and Thelma Barham have joined the committee.

**10) Local elections:-** Local elections for Parish Councillors and District Councillors are to be held on 3<sup>rd</sup> May 2007

**11) Highways:-** The Clerk contacted the Highways department concerning the problem of flooding at the cross roads by the Forge, Bruisyard Street. The drains on Cransford Road have been flushed out and the gully leading to the ditch that drains into the river has been dug out. The Clerk will investigate whether the drain that passes under the road is clear or not. The ditch on the Scriveners land may be blocked.

A letter from Anthony Scrivener informed the Council that he has had a tree expert examine the poplar trees opposite the Forge and they have been informed that they are in good condition with no obvious external indicators of disease. The Clerk will reply to his letter thanking him for the information and updating him on the work carried out by the Highways Department.

Susie Marshall again contacted the Council about the use of Low Road by heavy lorries going to Bridge Works, they are causing damage to the grass verges and travel too fast down this very narrow lane. The Clerk contacted the Highways Department with this information and asking for signs at each end of this road indicating it was unsuitable for heavy vehicles. Highways asked for the companies names using the road and suggested a HGV incident form be completed by the Council or concerned residents. The Clerk has asked Susie Marshall to complete a form. The request for the signs has not been responded to as yet.

Jeremy Holland-Howes joined the meeting.

**12. Date of next meeting:-** The Parish Meeting and the Parish Council AGM will be held on 15<sup>th</sup> May 2007. John McKee will ask a representative of the Responder Scheme to give a talk to those attending the Parish Meeting.

**13. Miscellaneous Items:-** John McKee attended an area meeting on 14<sup>th</sup> March, officers from SCDC attended the meeting answering questions and a wide range of topics were covered. John McKee attended on 20<sup>th</sup> February a tour of Staverton Park arranged by Woodland Heritage. This consists of ancient oak woodland and a holly wood.

Jeremy Holland-Howes asked if the Planning Department gave an explanation for granting planning permission for the porch at Sandpit Farm in the light of the Parish Council objecting to it. The Clerk will look into the matter.

The Church thanked the Council for publicising the revising of its electoral role in the Newsletter

Colin Hart, County and District Councillor, sent a report:- For both District and County Councils the dominant issue is finance with inadequate government funding to rural authorities in the south of England.

The increase in District council tax is just 3% and the County Council tax rise is 4.5%. Savings and efficiencies have been made in both Councils without the cuts in services through better ways of working. The County Council are likely to move to a model where they commission services rather than deliver them themselves but much of the detail has still to be worked out.

Colin Hart is acting Chairman of the Resources, Finance and Performance Scrutiny Committee and has sought the assurance that whatever is proposed by the new administration is subject to full scrutiny by backbench members.

At March's County Council meeting the members will be voting on the principle of where Suffolk should move to an all two-tier system of schooling. The policy development panel that examined the issue was unanimous in the recommending a change to two-tier education system. The teachers, parents and children affected by the changes have real concerns and changes must be carried out with the minimum disruption to the children's education.

There being no further business the Chairman closed the meeting at 8:55 and thanked the PCC for the use of the Vestry.