

**Minutes of the BRUISYARD PARISH COUNCIL MEETING and AGM held on Tuesday, 13<sup>th</sup> May 2008, at 7.30pm in the Vestry, St Peter's Church, Bruisyard.**

**Present:** The Clerk, Peter Robinson, Shirley Smith, Jeremy Holland-Howes, John McKee, Eleanor Berwick and Oliver Hitchcock. District and County Councillor Colin Hart also attended.

**AGENDA**

**1) Election of Chairman:-** The Chairman asked the members for nominations for Chairman. Eleanor Berwick proposed that Peter Robinson be elected Chairman. John McKee seconded this proposal and all were in agreement and Peter Robinson was duly elected. The Chairman asked the members for nominations for Deputy Chairman. Shirley Smith proposed that Eleanor Berwick be elected Deputy Chairman. Peter Robinson seconded this proposal and all were in agreement and Eleanor Berwick was duly elected.

**2) Apologies for absence:-** there were apologies from Margaret West

**3) Minutes of the last meetings:-** The minutes of the last meetings had been already circulated and read. John McKee proposed that the minutes for the meeting held on 18<sup>th</sup> March 2008 be accepted and Eleanor Berwick seconded this proposal. All were in favour.

**4) Matters arising:-** The netting on the foot bridge on Church Road has not been replaced as yet as the right width of netting is not available at present.

**5) Allocating members to serve on subcommittees:-** Peter Robinson, Margaret West, Jeremy Holland-Howes, Eleanor Berwick and Shirley Smith agreed to sit on the planning committee.

Peter Robinson and John McKee agreed to sit on the Village Hall Committee with 8 other members drawn from the rest of the community.

**6) Report from the Village Hall Committee and use of Hall:-** Test pits for the foundations were dug by Tim Kindred for inspection by the building regulation officer. It was found that piling would be necessary; unfortunately this is the most costly option. The overhead electricity cables have to be moved and put underground before construction can start. The electricity company has been contacted to arrange this. The landscaping of the car park area has been agreed with Ann Westover, the landscape architect officer for Suffolk Coastal. The plans will be returned to her with the request to remove the thorny plants from the list on health and safety grounds. The otter and vole survey has been carried out. There was no evidence of water voles in the river and otters have been using the river but there are no holts on this stretch of the river. The vegetation on the banks of the ditch have to be kept low to discourage the voles from using this area for nesting.

Susan Bates, the solicitor has sent the Land Registry and Deed of Dedication to the Big Lottery Fund but she has only just had contact with Robert Rous' Solicitor concerning the lease on the land for the car park.

Margaret West and Shirley Smith met to discuss a program of general interest talks under the banner of the Bruisyard Society to be held in the hall. It was agreed that 6 talks a year would be an appropriate number in order to maintain interest and attendance.

**7) Planning Matters:- a)** An alteration to the wind farm planning permission at Parham was considered by the committee. None of the members felt qualified to comment on the suitability of one particular design of turbine over another as the information was of a

technical nature and only came from the company submitting the application, no objection was made to the application on these grounds.

**8) Unitary Ipswich:-** The District and County Councillor, Colin Hart spoke at the Parish Meeting on this item. His personal view was that there should be an east west split of the County with a separate unitary council for Ipswich. These areas would be large enough to function economically and small enough to deliver local services.

Other proposals include a Suffolk Unitary Council, two Unitary Councils splitting the County east/west and another proposed Lowestoft be served by a Norfolk authority.

The Boundary Committee will publish their draft proposals on 7<sup>th</sup> July and will invite comment from all interested parties. The Parish Council will review the proposals at the next meeting when more information will be available.

**9) Affordable Housing Survey:-** The Parish Council received the final report from Nigel Brett of Suffolk Acre on the affordable housing survey on 14<sup>th</sup> April. The evidenced showed that there was a need for two '1-2 bed' homes (one rented, one shared ownership) and possibly one '3 bed' to rent.

It is not considered that there is sufficient need to progress with a local needs housing scheme at this time. This will be disappointing for those hoping to have a house under the scheme.

**10) Financial Matters:- a)** The petty cash was in deficit to the amount of £7.15 for the last financial year. Jeremy Holland-Howes proposed a cheque for £20 be written for petty cash use and to clear the deficit. Peter Robinson seconded this proposal and all agreed. The cheque was duly written and signed.

**b)** SALC subscription – John McKee proposed that the sum of £100 be paid to SALC for the annual subscription for 2008/2009. Oliver Hitchcock seconded this proposal and all were in favour. A cheque from the Barclays account was written and signed for payment.

**c)** The financial report for 2007/2008 had already been circulated and studied. The value of the items listed in the supporting statement had been increased by 5% to take into account inflation and insurance values. Mr Peter Robinson proposed that the financial report be accepted and Oliver Hitchcock seconded this proposal. All were in favour. The Chairman and the Clerk signed the statement of accounts in the annual return with the minute reference.

All questions asked in the annual governance statement of the annual return were answered in the affirmative. The Chairman and the Clerk signed this part of the annual return with the minute reference. The accounts and all relevant documents will now be passed onto the internal auditor for inspection and then sent to the external auditors before the deadline of 26<sup>th</sup> June 2008.

**d)** Jeremy Holland-Howes proposed that it was in order to have paid the solicitors Marshall Hatchick £51.71 on 7<sup>th</sup> April and £290 on 17<sup>th</sup> April 2008 from the Abbey Reserve account to cover expenses associated with the Deed of Dedication and Land Registry for the Parish Park land required by the Big Lottery Fund and that a further payment of £763.75 to cover solicitors fees be made to Marshall Hatchick. Shirley Smith seconded this proposal and all agreed. A cheque was duly written from the Abbey Reserve account for the £763.75 and signed

**e)** Eleanor Berwick proposed that it was in order to have paid Essex and Suffolk Water £17.63 from the Barclays account on 21<sup>st</sup> April 2008. Oliver Hitchcock seconded this proposal and all agreed.

f) The Clerk transferred £109.70, money not allocated for the building of the village hall, from the Abbey current account into the Barclays current account. All future payments for the building of the village hall will be taken from the Abbey accounts.

The Big Lottery Fund transferred the first instalment of the grant into the Barclays account on 4<sup>th</sup> April. The clerk transferred this amount into the Abbey Reserve account.

g) John McKee proposed it was in order to have paid Penny Hemphill £207.20 for the Water Vole and Otter survey. Eleanor Berwick seconded this proposal and all agreed.

h) No invoice has been received from Suffolk Coastal Services Limited for the grass cutting for 2007. The Clerk has made two phone calls and emailed twice to ask for the invoice. Jeremy Holland-Howes proposed the estimated amount of £312 be ring fenced to cover this invoice and it will be paid when received.

**11) Parish Park:-** There has been 3 cuts of the grass up so far this year and the work is satisfactory.

John McKee will ask Shaun Price for a quote to take the dead wood out of the large oak tree close to the site of the proposed village hall. The Clerk will ask Robert Rous for the name of his tree surgeon to ascertain if he could combine the work with any Robert Rous may have in the area.

**12) Dates of Parish Council Meetings:-** Parish Council meetings will be held on the following dates:- 15<sup>th</sup> July, 16<sup>th</sup> September, 18<sup>th</sup> November, 20<sup>th</sup> January 2009, 17<sup>th</sup> March and the AGM and Parish Meeting on 19<sup>th</sup> May.

**13) Any Other Business:-** The Clerk asked for permission to attend SALC's Clerks training day on 10<sup>th</sup> June, the cost will be £10. All members agreed.

John McKee reported that residents of Bruisyard will no longer receive The Bridge as a change in the printing arrangements makes it too expensive for Rendham's PCC to include the village on its distribution list.

John McKee attended the Joint area Parish Meeting and the AGM for the Coffee Caravan. The Coffee Caravan will be on the Park between 10 and 12 am on 10<sup>th</sup> June together with the recycling bus.

There being no further business the Chairman closed the meeting at 9:30pm and thanked the PCC for the use of Vestry.