

**Minutes of the BRUISYARD PARISH COUNCIL MEETING held on Tuesday, 16<sup>th</sup> September 2008, at 7.30pm in the Vestry, St Peter's Church, Bruisyard.**

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

AGENDA

**1) Apologies for absence:-** Oliver Hitchcock and County and District Councillor, Colin Hart

**2) Minutes of the last meeting:-** The minutes of the last meeting have already been circulated and read. Eleanor Berwick proposed that the minutes for the meeting held on 23<sup>rd</sup> July 2008 be accepted and Margaret West seconded this proposal. All were in favour.

**3) Matters arising:-** Peter Robinson has tried to contact Daniel Wareing at Suffolk Coastal concerning the dog fouling notices but he has not been available. John McKee will contact Paul Church who put up the notices in the Park to see if he could get others and Margaret West was willing to make one to display at Bruisyard Church.

**4) Report from Village Hall Committee:-** The committee held meetings on 24<sup>th</sup> July and 20<sup>th</sup> August. The following progress has been made.

**a)** The car park lease was signed by John McKee and Peter Robinson on behalf of the Parish Council and witnessed by Nicola Able. The Council has received a copy of the Land Registry document and the original is at the solicitors for safe keeping.

Robert Rous's solicitors served on the Council a notice that section 24 to 28 of the Landlord and Tenant act 1954 are not to apply to the lease on the car park. Anne Smith, the clerk signed a statutory declaration under oath to an independent solicitor, Maylandporter on behalf of the Council. There was a £5 fee for the service and this was paid for out of petty cash.

**b)** There had to be an independent energy assessment carried out on the proposed building which has been carried out by Edward Selim. The building design was granted an A rating. All documents for building regulations were submitted to Suffolk Coastal District Council on 7<sup>th</sup> August. There has been a delay in agreeing building regulations due to pressure of work at the District Council and the Environment Agency require another 1.5 cubic meters of earth to be removed to compensate for the imprint of the building.

**c)** The survey by EDF to put the overhead electricity cable under ground was scheduled to be carried out on 2<sup>nd</sup> September. This has not occurred and there is no indication as to when the survey will be carried out. A fee of £88.13 was paid to EDF for the survey.

**d)** A list of building companies was drawn up and asked if they were interested in tendering for the building of the hall and 7 confirmed they were. The Big Lottery did not wish the Council to go out to tender until the building regulations have been passed. It is hoped that this delay will not put back the start date for building.

**5) Financial Matters:-** The letter to Abbey authorising the clerk to move money between the accounts on-line or by telephone has gone missing in the post. The Clerk has written a second letter to Abbey and all Members present signed it. When all signatures are on the letter it will be posted by registered post to ensure it reaches the correct department.

a) Shirley Smith proposed that it was in order to have issued a cheque for £88.13 from the Abbey Reserve account on 28<sup>th</sup> July to pay EDF for the electricity survey in the Park. John McKee seconded this proposal and all agreed.

b) Jeremy Holland-Howes proposed that it was in order to have issued a cheque from the Abbey Reserve account to pay Edward Selim £235 for the Energy Assessment report on proposed the village hall. Margaret West seconded this proposal and all agreed.

c) Peter Robinson proposed that it was in order to have issued a cheque from the Abbey Reserve account to pay Marshall Hatchick £307.75 for their work on the lease for the car park. Shirley Smith seconded this proposal and all agreed. Eleanor Berwick proposed a vote of thanks be made to Robert Rous for his generosity in funding his solicitor to draw up the lease. Margaret West seconded this proposal and all agreed.

d) John McKee proposed that it was in order to have issued a cheque for £40 from the Abbey current account to Marshall Hatchick to cover the land registry fee for the car park. Margaret West seconded this proposal and all agreed.

e) Jeremy Holland-Howes proposed that £291 be paid to Suffolk Acre Services for the Council's insurance cover for the coming year starting 1<sup>st</sup> October. This years cover includes legal expenses cover at the cost of £23.50. Shirley Smith seconded this proposal and all agreed. A cheque drawing on the Barclays current account was duly written and signed.

f) John McKee proposed that Robert Rous be paid £10 rent for the Car Park and that it should be paid from Parish Council funds for this year but be taken from village hall funds in subsequent years. Shirley Smith seconded this proposal and all agreed. A cheque drawing on the Barclays current account was duly written and signed.

g) The external audit has been signed off and returned by BDO Stoy Hayward with no comments or amendments to be made to the Councils financial procedures. Peter Robinson proposed the Council accept the external audit. Jeremy Holland-Howes seconded this proposal and all agreed. The fee for this last year has increase due to the increased turnover of funds going through the Council's accounts. Eleanor Berwick proposed it was in order to have paid BDO Stoy Hayward £158.63 from the Barclays current account for the external audit and John McKee seconded this proposal. All agreed.

**6) Park:-** The grass in the Park was cut today. It was agreed that a further cut be authorised when necessary in October. It was hoped that would be the last cut of the year. John McKee has asked a number of tree surgeons to inspect and quote to remove the dead wood from the old oak tree in the Park which overhangs the road but has not so far received a quote. The Clerk will contact tree surgeons and get quotes for the work and then consult with the Members. It was agreed that it was wise to investigate the condition of the tree due to the Councils public liability if a falling branch causes injury.

**7) Fundraising and Use of Hall:-** Peter Robinson has contacted Paul Mothersole, the Cransford Village Hall booking agent to ascertain the availability of the hall in February for the Wine Tasting evening. It is unnecessary to fix the date this early as there are no bookings for 2009 as yet. This can be fixed at the next meeting. John McKee approached the manager at the Lidl store he shopped at and he received a verbal promise of wine to be donated by the store for the occasion.

John Marten has written a three fold circular advertising the proposed Youth Activity Club. This will be distributed in the Bruisyard and the surrounding villages to ask parents for their support for the project and assess the interest and commitment of the children. It has been agreed not to distribute the leaflet until the build of the hall is well on its way. He is also investigating the possibility of getting a grant to help set such clubs. Nicola

Able has joined John and Rachel Marten and Paul Church as the group of parents prepared to set up the club.

**8) Suffolk Unitary Councils:-** The Boundary Committee has made the recommendation that Suffolk should be split into two unitary councils, an Ipswich/Felixstowe unitary council covering all the villages between the two towns, including Martlesham and the Shotley peninsular area. The other unitary council will cover the rest of rural Suffolk with Bury St Edmunds as the major town. They also thought that the one unitary council to cover the whole of Suffolk had merit. Both these proposals excluded Lowestoft and the surrounding villages and this area would be covered by one of the Norfolk unitary councils. It is envisaged that area/community board will be set up in market towns to bring services and decision making closer to the people.

The Chairman and Clerk attended meetings arranged by interested parties. At these meetings a case for having three unitary councils was put forward by Suffolk Coastal and Waveney District Councils, Ipswich Borough Council supported having a Ipswich/Felixstowe unitary council and Suffolk County Council supported their original proposal to have One Suffolk unitary council and they have also been asked by the Boundary Committee to look at the proposed Rural Suffolk unitary council, they found no merit in this option. Without the support of the Rural Suffolk Unitary Council the Ipswich /Felixstowe cannot be considered.

After attending meetings, reading the Boundary Committees proposals and discussions with the Chairman, the Clerk has drawn up a draft response to the Boundary Committee. The draft has been distributed, together with information on the various above options, to all the Council Members before the meeting.

The draft response took the Secretary of States 5 criteria the proposals must meet before she agrees to the setting up of a unitary council and considered whether the Boundary Committee's proposal for the two unitary councils met these criteria. The Ipswich/Felixstowe and Rural Suffolk preferred option did not meet any of the criteria. The objections are set out by addressing each criteria individually and by giving examples why it would not meet the criteria.

The second part of the response set the Councils minimum ideas and standards for any unitary council to be set up in Suffolk. This included giving more responsibility to town and parish councils to manage its own services where possible. The local councils would be able to choose how much responsibility it wanted to take on. It is envisaged that Ipswich and Felixstowe would be able to take on much more responsibility for the services in there towns and it is hoped this will satisfy Ipswich's aspirations to have more control over its own services.

The Members agreed that the Boundary Committee put forward a good case for including Lowestoft in a unitary council with Great Yarmouth considering the fact that they share many of the same economic and social problems but strongly felt this solution should be dependent on the agreement of the bodies affected by the decision.

The Council has received no information as to the structure of the community boards or on the financial cases for the various proposals.

The Members agreed the draft response expressed their views on the Boundary Committee's primary proposal of two unitary councils and gave qualified support to the One Suffolk unitary proposal as suggested by Suffolk County Council.

Margaret West proposed the Clerk submitted the draft response to the Boundary Committee without any amendments. Peter Robinson seconded this proposal and all agreed.

**9) Date of Next Meeting:-** 18<sup>th</sup> November

**10) Miscellaneous Items:-** Suffolk Coastal District council has received the planning application on 12<sup>th</sup> September for the housing and industrial development at Adastral Park Martelsham. The details received will be circulated in the Green folder.

The Coffee Caravan visited the Park on 9<sup>th</sup> September.

John McKee will attend a meeting of tree wardens on 4<sup>th</sup> November at Dedham Vale.

There being no further business the Chairman closed the meeting at 8:30pm and thanked the PCC for the use of Vestry.