

**Minutes of the Brundish Parish Council Meeting held on Tuesday, 2<sup>nd</sup> February 2016 at 7:45pm at the Village Hall.**

**Present:** Cllr A Bryant (Chairman), Cllr H Gillingham (Vice-Chair), Cllr A St-Quinton, Cllr D Palmer, Cllr G Western, Cllr K Bannon, District Cllr M Hicks, Mrs D Bedwell (Clerk) and no members of the public.

- 1. To receive apologies for Absence:** There were no apologies for absence.
- 2. To receive any declarations of interest with regards to items on the agenda and additions to register:** There were no declarations on interest.
- 3. To receive reports:**
  - 3.1 Police Report: A police report had not been received.
  - 3.2 District Councillor's report: A report from District and County Cllr M Hicks had been circulated to members ahead of the meeting and was presented by Cllr M Hicks at the meeting.
- 4. Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak*  
**Meeting open:** There were no members of the public.
- 5. To approve the minutes of the Parish Council meeting held on 17<sup>th</sup> November 2015:** It was resolved to approve the minutes as a true record of the meeting held.

**6. Finance:**

6.1 To approve accounts for payment and note any receipts: It was resolved to approve the accounts for payment, as follows:

6.1.1	Clerk salary and expenses	£245.55
6.1.2	HMRC	£52.92
6.1.3	MSDC play area inspection	£54.78
6.1.4	ICO (Information Commissioner Office)	£35.00
6.1.5	E-on	£4.90
6.1.6	Brundish Parish Rooms	£7.50
6.1.7	Reeds Electrical (defibrillator in phone box)	£600.00

6.2 To consider and approve Budget for 2016/2017 (including considerations about future increase In general reserves and earmarked reserve for maintenance needs): A number of issues were raised with regards to additional expenditure, ie it was not yet known if the Parish Council would have to pay maintenance for the defibrillator, whether it would be responsible for changing the batteries every four years and whether it would also have to pay for annual PAT testing. It was suggested that as three local communities would benefit from its existence, they could all be approached for a contribution towards the costs. It was also mentioned that the defibrillator would need to be insured, so the Heart Beat Trust would need to be asked for a valuation. Once that valuation was received, the Clerk could add it to the annual insurance policy. Cllr H Gillingham agreed to verify whether the Heart Beat Trust was responsible for public liability insurance and whether the actual installation would also be included.

There were eight and a half years remaining to pay on the Public Works Loan (at £895 a year).

There was also a concern that there was no long term plan for the village green and what maintenance/repairs would cost. It was suggested that if the Village Fete raised funds in the region of £500, that could be put towards a rolling program which would allow maintenance works to be carried out.

The Clerk reminded members that this could possibly be the last year where a small precept increase would not automatically trigger a referendum and that the Parish Council would no longer be able to

apply such an increase once that position changed in years to come. It was resolved, therefore, to set the precept for 2016/2017 at £3,483.67 and approve the budget as recommended subject to amendments.

6.3 To consider and approve Precept for 2016/2017: Discussions for both the precept and the budget were held under the previous item on the agenda. It was resolved to set the precept at £3,483.67

**7. Village Green and Play Area:**

7.1 To receive update on works being carried out and agree any further actions: Cllr M Hitchings had kept members informed with regards to a number of issues following recent works. However, following a recent inspection, Cllr M Hitchings stated that there had been a marked improvement and payment could be made. Cllr M Hitchings also suggested the addition of signs to the gate "Please shut gate" and the siting of a bin in the play area. Cllr D Palmer said that she believed there was already a bin available in storage, therefore there would be no need to purchase a new one.

A report was also received from Cllr D Palmer on her contacts with Playdale and whether the guarantee still applied to a number of items raised on the play area equipment (posts) inspection.

7.2 Queens 90<sup>th</sup> Birthday celebrations: Deferred to the March meeting.

**8. Planning:** To consider any applications received and note decisions: The Parish council had been notified of a decision on a recent planning application. Unfortunately, it did not appear that the Parish Council had initially been notified of the planning application and had therefore been unable to comment, which was disappointing. It was noted that following recent changes to planning law, a number of planning applications came under "permitted development" and Parish Council would no longer need to be consulted.

**9. Defibrillator in the telephone box-** to receive update and consider any further actions needed: This matter had already been discussed when considering the budget for 2016/2017.

**10. Correspondence:** To note correspondence received and agree any action needed: Correspondence received was duly noted.

**11. Chair's urgent business:** any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action: There was no urgent business from the Chairman.

**12. Any other business:** information exchange only: The Clerk was asked to add to the March agenda the suggestion to change the meeting date in August 2016 to September.

**13. Date of next meeting:** March 15<sup>th</sup> 2016

With no further matters to be transacted, the meeting ended at 9:45pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_