

Minutes of a meeting of the Brundish Parish Council held on Tuesday, 20th September 2016 at 7:45pm at the Village Hall.

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

- 1. Apologies for Absence:** Apologies had been received (and were approved) from Cllrs D Palmer and Karl Bannon.
- 2. Declarations of interest with regard to items on the agenda and additions to register:** There were no declarations on interest.
- 3. To receive report from the District/County Councillor:** A report had been circulated to members ahead of the meeting and was updated by Cllr M Hicks.
- 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 present.
- 5. To approve the minutes of the meetings held 17th May 2016 and 24th May 2016:** It was resolved to approve the minutes as a true record of the meetings held.
- 6. Finance:**
 - 6.1 To approve accounts for payment: It was resolved to approve the accounts for payment, as follows:

a) Clerk salary	£257.58
b) HMRC (Tax and NI)	£52.92
c) E-On electricity supply	£14.60
d) MSDC	£42.00
e) Came and Company (annual insurance)	£330.76
f) Village hall venue hire	£17.50
g) Salc (audit and subscription)	£376.68 (re-issued on 10/11/16)
 - 6.2 To note receipts: There were no further receipts to be noted.
 - 6.3 To consider recommendations received from the external auditor and agree any amendments to the Annual Return: BDO Stoy Hayward had recommended that the asset register figure for the War Memorial was changed to £1 nominal value, rather than the original purchase value. This was approved by members and the Annual Return was amended accordingly.
- 7. Village Green and Play Area,** including, to receive and consider the play area inspection report and agree any subsequent actions: The recent play area inspection report had been circulated to members ahead of the meeting and Cllr D Palmer would be addressing the issues raised therein. Cllr A Bryant volunteered to repair the gates and latch. It was noted that the overgrown brambles needed to be cut back or

sprayed. Cllr G Western volunteered to help with this. A quote had been received for repairs and this was discussed by members. It was resolved that a three rail fence would be preferable and the quote for £940.000 (inclusive of vat) was approved.

- 8. Planning:** To consider any applications received and note decisions: No new planning applications had been received.
- 9. Footpaths and general maintenance matters:** It was noted that Mrs C Smart was the newly appointed footpaths officer.
- 10. Correspondence:** To note correspondence received and agree any action needed: All correspondence had been circulated to members ahead of the meeting.
- 11. To consider and approve dates for meetings to be held in 2017:** Future meeting dates were approved: 13 December 2016 (budget and precept considerations); 18 April 2017, 18 July 2017 and third meeting date for 2017 to be approved at a later date.
- 12. Website:** To receive update and consider payment of annual fee: An update regarding the decision for Suffolk County Council not to continue running the OneSuffolk facility had been circulated to members ahead of the meeting. Members agreed that the £50 cost of using Community Action Suffolk as a new platform to run the service was approved if no other option was available.
- 13. Chair's urgent business:** any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action: Cllr M Hitchings stated that he would like to recommend having a designated person to carry out maintenance works to the village green rather than continuously relying of the efforts of volunteers. Cllr A Bryant stated that the Parish Council could start by considering a plan of action of works needed and ascertaining whether there would be enough volunteers to carry out the said works first before engaging in any formal appointment, even if that was based on a nominal fee.
- 14. Any other business:** information exchange only: There were no further matters to report.
- 15. Date of next meeting:** 22 November 2016, 13 December 2016 (budget and precept).

With no further matters to be transacted, the meeting ended at 8.50pm.

Signed: _____ Date: _____