

Brundish Parish Council
Minutes of Meeting 24th May 2023, 8.15pm
Held at Brundish Village Hall

Agenda Item		Action by
BPC/23/32	To receive Apologies for Absence/Reasons. Cllr Rev. Christine Smart – Reason accepted.	
BPC/23/33	To receive any Declarations of interest with regards to Items on the Agenda. None.	
BPC/23/34	To consider Requests for Dispensations. None	
BPC/23/35	Election of Brundish PC: <ul style="list-style-type: none"> ▪ Chairman: Cllr Neil Parsons Proposed: Cllr C King / Seconded: Cllr P Smiddy ▪ Vice & RFO: Cllr Carl King Proposed: Cllr N Parsons / Seconded: Cllr G Austin 	
BPC/23/36	To Approve the Minutes of the BPC Meeting: 22nd March 2023. Approved and Signed (Cllr NP)	
BPC/23/37	To receive Progress of Actions from previous BPC Mtg Minutes. Clerk highlighted outstanding Actions – Spreadsheet to be updated.	Update - Clerk
BPC/23/38	To receive Reports from District and County Councillors <ul style="list-style-type: none"> a) District: Cllr Anders Linder – n/a, see Annual Parish Meeting b) County: Cllr Matthew Hicks – as per Annual Parish Meeting <p>Note: SCC Annual Report was discussed at the Annual Parish Meeting – see BPC Website to view.</p>	
BPC/23/39	Planning: To consider any applications received & note decisions. <ul style="list-style-type: none"> a) DC/23/00802 – Newtons Farm, Stradbroke Road, Brundish. MSDC Planning Permission: 2.3.2023. b) DC/23/01556 – Potash Farm, The Street, Brundish. BPC response to MSDC: 27.4.2023. c) DC/23/01640 – Application for Planning Permission. Potash Farm, The Street, Brundish IP13 8BL. Change of use of agricultural land and siting 2No Chalet-style units for use as additional treatment rooms and continued use of building with established holiday-let retreat as yoga and pilates studio (retention of). Note: BPC response to MSDC by 12th June. <ul style="list-style-type: none"> • Raised issue/concern re Sewage. Chalet-style units can be seen from the road, which are additional rooms to accommodate additional/overflow yoga usage. BPC to draft response to MSDC, cc: Cllr A Linder. 	Clerk Cllr PS/BPC
BPC/23/40	Open Spaces and Amenities: To receive updates on matters discussed at the last meeting and review progress.	

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	<p>a) Village Green</p> <ul style="list-style-type: none"> • Cutting Grass. Cllr N Parsons stated the time taken to cut VG grass and therefore requested PC sought a Grass Cutting Contractor, near future. All present agreed. Cllrs N Parsons and C King to seek Contractor/s and obtain quotes. • Football Goal Posts. Cllr C King to obtain quotes. • Discussion re widening/enlarging the gate area. • Suggestion: To ask residents of Crown Corner what they would like to have on the VG? Perhaps a brick built BBQ/covered area. Item for further discussion. <p>b) Village Hall - as per Annual Parish Meeting report.</p> <p>c) Defibrillator – May report ok (Palmer)</p> <p>d) Transport/Highways. Many road signs in/around Brundish in need of repair – Councillors to report any signs to Clerk, who will Compile a List ready for next meeting.</p> <p>e) Footpaths. Cllr N Parsons reported that Footpath 12 is Open!</p> <p>f) PCC – Highlight the ‘Tower Power!’ concert on 23rd June.</p>	<p>Cllrs NP/CK</p> <p>Cllr CK</p> <p>Clerk</p> <p>Councillors Clerk</p>
BPC/23/41	<p>BPC Councillor Vacancy / Co-Opt Councillor: Karen Clabburn Proposed: Cllr Neil Parsons / Seconded: Cllr Carl King Clerk to register second vacancy with BMSDC & advertise.</p>	Clerk
BPC/23/42	<p>To consider any further correspondence received via Clerk.</p> <p>a) Potholes – item discussed at Annual Parish Meeting</p> <p>b) Reducing speed limits – item discussed at Annual Parish Mtg</p> <p>c) BMSDC Election Services – paperwork received from CK/PS.</p> <p>d) 20's Plenty Campaign – item discussed at Annual Parish Mtg</p>	Clerk - post
BPC/23/43	<p>BPC ‘Housekeeping’ – Parish Monthly Check List. All covered.</p>	
BPC/23/44	<p>Finance/Administration (RFO = Cllr C King)</p> <p>1. BPC Accounts</p> <p>a) Exp v Budget – BPC Accounts – Yr-End 31.3.2023</p> <p>b) Barclays Community Bank Statement as @ 20.5.2023 Balance: £16,435.15</p> <p>Re CILevy - £5K still to spend. Suggestion to support Village Hall's Car Park refurb. Cllr C King outlined the Car Park's refurb work required. All accepted/agreed. Proposed: Cllr C King / Seconded: Cllr G Austin to have remaining CIL monies spent on VH Car Park.</p> <p>2. Receipts</p> <p>a) 6.4.2023 Ref: 0070000230 – MSDC Precept 23/24 £2,129.50</p> <p>b) 14.4.2023 Ref: 0000423185 – MSDC Neighbourhood Parish CIL £8,345.80</p> <p>c) 27.4.2023 - HMRC VAT credit: £568.76</p>	

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	<p>3. Invoices for Payment</p> <ul style="list-style-type: none"> a) Suffolk Cloud, Website – Ref: 2023/076 - £120.00 b) SCC, Street Lighting Maint. - Ref: 9529496 - £85.09 c) SALC, Ann. Membership 23/24 – Ref: 26897 - £127.37 d) MSDC, Litter & Dog Bin – Ref: 2000162480 - £55.84 e) A Austin, Clerk – Salary: Months: April & May – Agreed <p>Invoices a) - e) Agreed for payment</p> <p>4. Under £200 BPC Authorised Payments:</p> <ul style="list-style-type: none"> a) 8.4.2023 £100.00 (Joint 1st a/c) – Brunby Newsletter b) e/m 22.5.23 P. Williamson – re Coronation Lunch expenditure, Wilby/Brundish PCs = £56.94 each <p>Items a) - b) Agreed for payment</p>	
BPC/23/45	<p>To Approve Annual Accounts - c/o RFO, Cllr C King</p> <ul style="list-style-type: none"> A. End of year Accounts 2022/2023 B. Budget 2023/2024 C. CIL Report 2022/2023 D. Agar Section 1 2022/2023 E. Agar Section 2 2022/2023 F. Certificate of Exemption 2022/2023 <p>Annual Accounts A. – F. Unanimously Agreed Proposed: Cllr Carl King / Seconded: Cllr Paul Smiddy</p>	Cllr C King to file
BPC/23/46	Matters/Proposed Agenda Items for future consideration/inclusion at next BPC Meeting. See BPC/23/47, 11 th July – prepare Agenda	Cllr NP & Clerk
BPC/23/47	<p>Date of Next Brundish PC Meeting:</p> <p>Extra-ordinary Meeting: Agreed: TUESDAY 11th July, 7.30pm Wednesday, 20th September 2023</p>	Agenda tba
	Meeting closed: 9.45pm	