

BRUNDISH PARISH COUNCIL
Minutes of 11th September 2024 Meeting
Held at Brundish Village Hall, 7.30pm

Those present: Cllr N Parsons (Chair), Cllr C King (RFO), Cllr K Clabburn, Cllr P Smiddy, Cllr G Austin and Clerk: Amanda Austin

Agenda Item		Action by:
BPC/24/62	To receive Apologies for Absence/Reasons: All present	
BPC/24/63	To receive any Declarations of interest with regards to items on the Agenda – None.	
BPC/24/64	To consider Requests for Dispensations - None	
	MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND – None present.	
BPC/24/65	To Approve the Minutes of: 17.7.2024 Minutes agreed/approved: Signed by Cllr N Parsons - Chairman	
BPC/24/66	To receive Progress of Actions from previous BPC Meeting Minutes. a) Councillor Vacancy Vacancy to be re-advertised in BrunbyNews – see BPC/24/76 2.	N Parsons
BPC/24/67 Following BPC/24/69:	MEMBERS OF THE PUBLIC ARE WELCOME TO PARTICIPATE / ASK QUESTIONS a) <u>District: Cllr Anders Linder</u> - (not present) – Sept. Report Report summarised with those present. b) <u>County: Cllr Matthew Hicks</u> - September Report In response to recent Email from Cllr NP, Cllr MH clarified road signs legislation. Further discussion re public frustration of Suffolk road closures and un-precise signage. Cllr PS asked: Are schools educating children re the disposal of batteries? Cllr MH advised that schools were doing so. Cllr GA raised his concern of very young children (Yr-7+) using vapes – an alarming statistic of usage compared to smoking. Cllr MH advised SCC were addressing the issue which also involved the concern of disposing the batteries within vapes. Reference September Report: Cllr MH highlighted the following: - Solar Together launches in Suffolk: Group-buying scheme for solar panels and battery storage. Question raised re Solar Panels on farm land. Cllr MH spoke/made reference to the potential land on A140 for solar panels usage. Cllr MH reminded BPC of Grant monies available, which could benefit Brundish Village Hall. Cllr NP to make enquiries.	N Parsons
BPC/24/68	Planning: To consider any applications received and note decisions. DC/24/01267 – 2 Dairy Row, Brundish IP13 8DF BPC ‘No Objection’ Email sent to MSDC 29.8.24	
BPC/24/69	Open Spaces and Amenities. To receive updates on matters discussed at the last meeting and review progress. a) Village Green. Invoice for grass cutting to be received by end of the year. Reminder: last cut before Remembrance Sunday.	C King/Liverton

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	<p>b) Village Hall + Car Park & Recycling Bins. Recycle bins ok. Car park hedges need cutting but bins in the way! Updating constitution and appointing new VH Trustees. Applying for a new Mid-Suffolk alcohol licence. VH now has good, regular bookings.</p> <p>c) Defibrillator – Maintenance update (via Clerk). OK 4.9.2024. Telephone box housing the defibrillator needs cleaning and surrounding shrubbery cut back</p> <p>d) Highways & Road Signs... See item BPC/24/70. Cllr PS made suggestion to encourage residents to report road damage/potholes etc. BrunbyNews to state who to contact.</p> <p>e) Footpaths. Cllr K Clabburn reported numerous Emails to MSDC as Footpath No.5 is still on-going. <i>Cllr MH requested – if no reply, an Email for his attention.</i></p> <p>f) PCC – ‘Friends of St. Lawrence Church’. Grant requests are being discussed... looking at installing a toilet.</p>	<p>NP/G Western</p> <p>G Austin</p> <p>N Parsons</p> <p>K Clabburn</p>
	Cllr M Hicks joined the meeting – see BPC/24/67 b)	
BPC/24/70	<p>To consider any further correspondence received via Clerk.</p> <p>A. Further Email 3.9.24 from resident re concern of Flooding. This concern raised with Cllr MH – response: the Land Owner is responsible for ditches. Cllr NP to re-ask Land Owner to take another look at land close to resident’s property.</p> <p>B. Resident’s Email 6.9.24 re Slurry complaint. Update: Tuckwells removed slurry and Suffolk Highways have made repairs to Foals Green Rd.</p>	N Parsons
BPC/24/71	<p>BPC ‘Housekeeping’ – Parish Monthly Check List</p> <p>I. Prepare draft Budget.</p> <p>II. Purchase Wreath for Remembrance Day Service – 10.11.2024 Decision on Who? to lay wreath - tba</p>	C King C King/Clerk
BPC/24/72	<p>Finance/Administration, including: (RFO – Cllr C King)</p> <p>1. a) Expenditure v Budget – BPC Accounts 2024 – No issues b) Barclays current Community Bank Statement as @ 8.9.2024 Balance: £16,564.37</p> <p>Cllr PS asked about a Savings A/c for the Village Green? Cllr CK to make enquiries.</p> <p>2. Receipts - None</p> <p>3. Invoices for Payment</p> <p>a) £40.00 ICO (Data Protection) – 00017395482, dated 4.9.24 b) £287.00 A Austin, Clerk – Salary: Months August & Sept. <u>Additional:</u> c) £212.40 (£177+VAT) SALC, Int. Audit – Inv:29048, 26.7.24</p>	C King

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	<p>4. Under £200 BPC Authorised Payments: Ref: BPC/24/59 4.a) – Invoice No: MAP 1 – 20.6.2024 S Brinkley, commission of Village Map. Discussion on a frame for map – to be discussed further.</p> <p>All above payments Agreed. Proposed: Cllr NP / Seconded: Cllr CK</p>	Clerk to note
BPC/24/73	<p>Audit submission – results and suggested actions for 2025. Review items were discussed. Highlighted item: 1. S.137 to be Minuted. Audit results/comments were minimal – to be reviewed for 2025.</p> <p>Cllr NP thanked Cllr C King (RFO) for his work towards the Audit submission.</p>	C King/Clerk
BPC/24/74	<p>Brundish PC – 2024-25 Insurance Renewal: Proposed x3 Quotations 1. Hiscox (existing Insurance) 2. Zurich Municipal 3. Community Action Suffolk – ansvar charity & community quote</p> <p>Prior to meeting Cllrs NP & CK had reviewed all three quotations. Discussion on varying charges. Decision: Zurich to be selected, subject to re-checking quote. Proposed: Cllr PS / Seconded: Cllr GA</p> <p><i>Outcome: Cllr C King verbally confirmed Zurich were to be appointed. Clerk to confirm with Zurich Town & Parish, Insurer Trust – by 30/9 Zurich Municipal Insurance: £214.00 Ref: Inv-537603644 – 27.9.2024</i></p>	C King Clerk
BPC/24/75	<p>Matters/Proposed Agenda Items for future consideration/inclusion at next BPC Meeting: 1. Frame for Village Map (S Brinkley). 2. Contact/Email to Post Office HQ, re delay in postal deliveries. Cllr PS to forward relevant Emails to Clerk – to aid Email to HQ. 3. Invoice for Grass Cutting 4. Invoice for Remembrance Day Wreath</p>	Clerk to Email
BPC/24/76	<p>BPC suggested Items for BrunbyNews: 1. How to report damage to roads – SCC 2. Councillor Vacancy 3. Lighthouse – domestic abuse 4. SCC – Solar together scheme</p>	
BPC/24/77	<p>Date of Next Brundish PC Meeting: 20th November 2024, 7.30pm</p> <p>2025 BPC Meeting Dates: Wed 8th January / Wed 12th March / Wed 7th May = Annual Parish+AGM</p>	