

BRUNDISH PARISH COUNCIL
Meeting: Wednesday, 16th July 2025, 7.30pm
at Brundish Village Hall

AGENDA

Agenda Item		
BPC/25/42	To receive Apologies for Absence/Reasons: Cllr C King	7.30pm
BPC/25/43	To receive any Declarations of interest with regards to Items on the Agenda:	
BPC/25/44	To consider Requests for Dispensations.	
	MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND	
BPC/25/45	To Approve the Minutes of the... a) Annual PARISH Meeting, held 7/5/2025. b) Annual Brundish Parish Council Meeting, held 7/5/2025 Note: *Correction – see BPC/25/52 4.b)	7.35
BPC/25/46	To receive Progress of Actions from previous BPC Mtg Minutes. -	
	MEMBERS OF THE PUBLIC ARE WELCOME TO PARTICIPATE / ASK QUESTIONS	
BPC/25/47	To receive Reports from the District and County Councillors a) District: Cllr Anders Linder – Recent Report b) County: Cllr Matthew Hicks – June Report	7.45
BPC/25/48	Planning: To consider any applications received and note decisions. None	
BPC/25/49	Open Spaces and Amenities: To receive updates on matters discussed at the last meeting and review progress. a) Village Green b) Village Hall + Car Park & Recycling Bins c) Defibrillator – Maintenance Check (Clerk) – OK 2/7/25. d) Highways & Road Signs e) Footpaths f) PCC – ‘Friends of St. Lawrence Church’	8.00
BPC/25/50	To consider any further correspondence received via Clerk. A. E/m 14.6.25 – AGAR Compliance re Parish Clerk Email address.	8.15
BPC/25/51	BPC ‘Housekeeping’ – Parish Monthly Check List	
BPC/25/52	1. Finance/Administration, including: (RFO – Cllr C King) a) Expenditure v Budget – BPC Accounts 2025 b) Barclays Community Bank – current Statement: £3,940.48 as @ 7/7/25 c) VG Savings Account: £10,088.16 as @ 7/7/25	8.30

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Adjustment:	2. Receipts a) £175.02 27.6.25 – HMRC VAT claim 2024-25. 3. Payments made: Ref: BPC/25/32 a) Purchase of Lawnmower – Village Green £2,100.00 4.6.25 – Anthony D Paul – Receipt: Ref: BPC/25/32 a) Purchase of Container – Village Green Email Correspondence 5-16/6/25 + Email Quote 5.6.2025, Ref: Job No: J000019413 / 61825. £1,834.80, 20.6.25 (VAT £305.80) – Adaptainer: Inv.23135, 23.6.2025. 4. Invoices for Payment a) £219.60 (£36.60 VAT), 29.6.25 – Inv: 30313 SALC Internal Audit Service 2025 b) £ A Austin, Clerk – Salary, Months: June & July 2025 *Correction to Minutes: 7.5.2025: Clerk Salary Increase (Email 8.5.25) to £16.00 (not £19.00) as @ 01.4.2025 Outstanding Payments – see BPC/25/35 3.a)&b): a) £27.00, 31.3.25, SALC – Inv:29609 – Payroll 31.3.25 b) £137.95, 01.4.25, SALC – Inv:29861 – SALC Membership 2025-26. 5. Under £200 BPC Authorised Payments: a) £25.00, 4.6.25 – NW Parsons – V Green b) £13.00, 4.6.25 – NW Parsons – V Green Above payments Approved/Proposed: / Seconded:	Clerk Clerk to cc RFO
BPC/25/53	Feedback: Cllr P Smiddy re attendance at Council Reorganisation Meeting, held in June.	8.45
BPC/25/54	Confirmation of Signed copy of Annual Internal Audit Report 2024/25.	8.50
BPC/25/55	RFO Email: 8.7.2025 refers... To review Audit Report Feedback/Comments - Meeting Date TBC between: RFO, Chairman & Clerk	8.55
BPC/25/56	Matters/Proposed Agenda Items for future consideration/inclusion at next BPC Meeting: Schedule 2026 BPC Meeting dates	9.00
BPC/25/57	Items for BrunbyNews...	
BPC/25/58	Date of Next Brundish PC Meeting: 24th September 2025 Future Meeting Dates: Wednesday, 12th November 2025 + Schedule 2026 Dates	