

Bromeswell Parish Annual Council Meeting Minutes  
held on Monday 30 May 2022 at 7 p.m.at the Village Hall



30.05.22.11	to request quote for additional fencing for soakaway	TR
30.05.22.14d	Clerk to send information for website accessibility	Clerk/IA
30.05.22.15e	to set up payments for 3 Invoices as below	Clerk/TJ

Payments received since last meeting

29/04/22	ES Precept 2022/23	5,363.00
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Payments made/to be authorised since previous meeting:

	Bromeswell VH hire (April) Inv 6	12.00
	SALC Inv 25843 subscription	189.61
	SALC Inv 26072 training	124.80
	ICO - Data Protection - direct debit due 20/06/22	40.00

<b>Attendance:</b> Chair Verity Brown (VB), Ian Abbott (IA) , Sue Todd (ST), Tim Johnson (TJ), Tracy Rogers (TR), Verity Danziger (VD), Clerk Jenny Lloyd, 5 members of the public	
1.	<b>Election of Chair</b> Verity Brown offered to take on role of Chair proposed IA, seconded ST - all agreed Declaration of Acceptance of Office signed
2	<b>Election of Vice Chair</b> Tim Johnson offered to take on role of Vice Chair proposed IA, seconded TR - all agreed Declaration of Acceptance of Office signed
3	<b>To receive apologies for absence</b> The Council accepted the apologies of Rory Burrow due to holiday ES District Cllr James Mallinder and SCC Cllr Andrew Reid
4	<b>To receive any Declarations of Interest from Councillors on Agenda items</b> VD Item 12a
5	<b>To receive Reports</b> ESC Annual Report - distributed and available on the website suggestion for JM photo with the Village Sign at the Jubilee event SCC Cllr Reid - distributed and available on the website No other reports received
6.	<b>Public Session</b> Owners of camp site alongside MOD attended - their residents are local to the area, its peaceful and calm with water and electric services - assuring BPC that no loud music comes from them. The concern was raised regarding a gentleman living in a caravan on Forestry/Bromeswell Common Land having disruptive behaviour, Request if BPC can take steps to remove him. BPC suggested any enforcement action would come from

	<p>ESC and to contact Cllr Mallinder by email. Camp owners confirmed that ESC are aware of their motorbike practice track initiative for youngsters - presently on hold. Camp owners also suggested an idea for a mountain bike track and future events. Details were given for Warbler.contact.</p> <p>County Broadband are gauging interest in building a new network with full fibre to the property - query received and discussed. They are offering free connection to VH's as a community project. An article has been requested from the supplier, explaining the project. Article, when received will be published in the Warbler</p>
7.	<p><b>Approval and signing of minutes held 4 April 2022</b> All agreed and signed.</p>
8.	<p><b>To review matters arising from meeting 4 April 2022</b> TJ kindly supplied 'what 3 words' for location of new dog bin location near Rugby Club Clerk confirmed that ESC Cllr Mllinder has agreed a grant from Enablement Fund of £296.66 (£247.22 plus VAT) and order is being progressed by Glasdon UK Jubilee Party - IA confirmed that Invoices will be sent to BPC TJ - to look at instructions for VAR if it can be used for 20 mph Thanks were expressed to VD for the successful collection for Terry. No further information regarding the ownership of land alongside Eyke Road - VD suggest to walk it and investigate - TR offered to help Wilford Bridge - BPC are confident that the campervan is not being used for living in and is not there all the time</p>
9.	<p><b>To discuss location of Jubilee Oak</b> TJ confirmed that the Rugby Club Committee has agreed to the planting of the tree at the Rugby Club. Discussion to finalise location and possible fanfare - further details tbc.</p>
10.	<p><b>To discuss East Suffolk Services and NORSE</b> BPC received notification from ESC regarding the contract with NORSE coming to an end next year. Discussion followed and agreed that no action from BPC was necessary.</p>
11.	<p><b>To discuss fencing off the soakaway by the Village Hall</b> TR has been in contact with a handyman suggested by HPC - to fence alongside the footpath and received a quote of £125 - £50 materials and labour. Concern was raised about the holes in the tree border and safety. Suggestion to provisionally sign off £200 to do all in one go. Action TR to request price for additional fencing.</p>
12.	<p><b>Planning</b> a) to discuss and consider Applications received i) Weavers Hill side extension DC/22/1813/FUL - expiry 6 June after discussions - no objections raised by BPC. To note VD was present at discussion. ii) Lavender House rear extension DC/22/1869/FUL - expiry 10 June after discussions - no objections raised by BPC b) update on Planning Applications i) to confirm BPC comment submitted Meadow View DC/22/1063/FUL ii) to note decision awaited The Old Rectory DC/22/1150/FUL c) update on Enforcement issues - ENF/2018/0537/DEV - discussion regarding window frame paint colour on agricultural building from white to brown recently at Summer/Church Lane - Cllr Mallinder assured monitoring the situation and will provide a report at the next meeting d) to note i) a new Affordable Housing Supplementary Planning Document was adopted by ESC on 3 May 2022 ii) the Sustainable Construction Supplementary Planning Document was adopted by ESC on 5 April 2022. The Affordable Housing, SPD, Consultation Statement, Adoption Statement and other supporting documents are available to view on the East Suffolk Council website at</p>

	<a href="http://www.eastsuffolk.gov.uk/planning/planning-policy-and-local-plans/supplementary-planning-documents/">www.eastsuffolk.gov.uk/planning/planning-policy-and-local-plans/supplementary-planning-documents/</a>
13.	<p><b>Highways</b></p> <p>a) suitability of VAS for 20 mph (please see Item 8)</p> <p>b) TR updated BPC on sign improvements on Sutton Road that this is still in the design stage - further update at next meeting.</p> <p>Discussion on state of roads, network communications and road closures - repairs are being carried out overnight to Wilford Bridge, at roundabout and Sutton Road</p>
14.	<p><b>Documentation</b></p> <p>a) to review current Standing Orders for 2022/23 - no changes noted from NALC - all agreed. Action Clerk to update and upload</p> <p>b) to review current Financial Regulations for 2022/23 - no changes noted from NALC - all agreed.</p> <p>c) Code of Conduct - as recommended by SALC to adopt the LGA Code of Conduct - all agreed and noted training and guidance available</p> <p>d) to note documentation needed for website</p> <p>i) Accessibility Statement discussion on the Wave Evaluation Tool - statement/declaration that it is checked regularly - IA offered to assist. Action Clerk to send IA the information</p> <p>ii) ICO's Model Publication Scheme recommended for website - discussed Action Clerk to upload</p>
15.	<p><b>Finance</b></p> <p>a) to agree the Clerk to continue in the role of RFO - all agreed. IA, VB, TJ are happy to remain as signatories - Clerk to set up payments online for authorisation</p> <p>b) to consider and agree internal auditor for 2022/23 - agreed to use SALC</p> <p>c) to agree and sign off accounts 2021/22 - Internal Audit Report not received</p> <p>d) AGAR Section 1 and 2, and Certificate of Exemption - signed by Chair</p> <p>e) to approve/authorise payments made/to be made since previous meeting - TJ offered to set up payments at present time, IA and VB to authorise</p> <p>f) to note any payments received - precept amount £5,363.00</p> <p>g) to agree accounts for this meeting - statement and bank reconciliation signed.</p>
16.	<p><b>Date of next meeting and Schedule of Dates 2022/23</b></p> <p>Date of next BPC meeting - Monday 18 July. Schedule of dates distributed to Cllrs - discussion to continue in VH on a Monday at 7 p.m - all agreed. 26 September, 28 November, 23 January, 27 March, 3 April (APM), 15 May (ACM).</p> <p>Suggestion APM to be held at Rugby Club - tbc</p> <p style="text-align: right;">Meeting closed at 8.30 p.m.</p>

Signed

..... Chair ..... Date .....