

# BROME and OAKLEY PARISH COUNCIL

Minutes of a Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 8 February 2016** in Brome and Oakley Village Hall.

PRESENT: Councillors Charles Doe, David Hardaker and John Parry Also in attendance Sarah Foote (Clerk), Mid Suffolk District Councillor David Burn (arrived 19.40, left 20.27)

## 1. Apologies for absence

Apologies were received and accepted from Cllr Ursula Halton and Cllr Mark Prior. In the absence of Cllr Halton, the meeting was chaired by Cllr Hardaker. Apologies were also noted from County Councillor Fleming.

## 2. Declarations of pecuniary and other interests from members on any item to be discussed and requests for dispensations. There were no declarations.

3. Councillors were reminded of the requirement to individually update their Register of Interests as appropriate.

## 4. Approval of minutes

The minutes from the meeting of 11 January 2016 were agreed as a true record by those present.

## 5. Matters arising from minutes of 11 January 2016

559/11B Play equipment – Cllr Hardaker and the Clerk would undertake a site meeting with a play equipment supplier on 11 February.

There were no other matters arising that would not be covered on the agenda for tonight's meeting.

## 6. PUBLIC FORUM

Cllr Burn – reported that the Community Speed Watch scheme in Stuston was at an advanced stage and asked if the parishes were interested in joining? Cllr Burn also reported on the adoption of the Community Infrastructure Levy which would replace Section 106 for eligible buildings. Cllr Parry asked about the benefits of the new Levy for the parishes.

### Agenda item 14 – Brome Community Recycling Centre.

This item was brought forward to be considered whilst District Councillor Burn was present. Mid Suffolk District Council had confirmed to the Parish Council that they were working on a proposal to re-open the site and were working with Suffolk County Council on the lease. The District Council had also stated that *Brome and Oakley Parish Council's formal involvement in the site has ceased and were absolved from any previous responsibility.*

## 7. Planning

a) There were no planning determinations to note.

b) Other Planning – an amended listed building enforcement notice had been issued by Mid Suffolk District Council to The Oaksmere Hotel in relation to the erection of the suspended ceiling in two rooms of the restaurant.

## 8. Highways

Provision of Vehicle Activated Signs within Brome and Oakley:

a) Locations for siting the VAS as per the Suffolk County Council map provided – after consideration of suitable sites, as recommended by the County Council Highways Engineers, it was agreed that the VAS would be sited in three locations; 1. B1118 Lower Oakley opposite access to Swallows Barn on entering from the east, 2. B1118 Lower Oakley at second 30 repeater sign entering speed limit from A140 after U5502 junction, 3. Brome Street, just east of the Avenue. The VAS could only be in one location for 28 days and then would move to another location for another 28 days.

b) To address the considerations Suffolk County Council have raised over the sites in Lower Oakley and how the Parish Council would manage these.

1. B1118 Lower Oakley opposite access to Swallows Barn – County Council concerns were *'the proposed site is on a narrow verge to work on with nowhere on the nearside to park a vehicle when attaching and removing the VAS. Agreement could be sought with the landowner of Swallow Barn to park there whilst working at the site. The proposed site would be close to the edge of the road with little verge width to work in with the prospect of overhanging wing mirrors posing a hazard. The Parish Council would need to decide if they were happy for their representative to undertake this task'*. Councillor considered the above in detail and it was agreed that they were happy to proceed with the above site and that parking, whilst

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attending to the VAS, would be at Low Farm (Cllr Doe's property) which neighbours Swallow Barn. Councillors would work in a team of three, due care to the location close to the road would be taken and long sleeve, high visibility jackets would be worn at all times.

2. B118 Lower Oakley at second 30 repeater sign entering speed limit from A140 after U5502 junction – *'The hedgerow alongside the approach to the proposed VAS site should not be a problem unless it becomes seriously overgrown. This is the landowner's responsibility and the Parish Council would need to approach the landowner. Parking a vehicle close to the site to attach and remove the VAS would be a problem as there is nowhere adjacent to the site but there is a private drive way approx. 30m past the proposed site. Agreement could be sought from the landowner to park here and walk back to the site.'*

Councillors considered the above and it was agreed to approach the landowner, Mr West, for permission to park at the private driveway. Councillors were happy to undertake the task of attaching and removing the VAS at this site which would include carrying the VAS from the private driveway to the site and agreed that the Parish Council would sign up to the memorandum of understanding to this effect. Councillors would work in a team of three, due care to the location close to the road would be taken and long sleeve, high visibility jackets would be worn at all times.

3. Brome Street, just east of the Avenue – *'visibility is good at this location with a clear lead in to the sign. It may even be possible for the Parish Rep to use the verge to park on when attaching and removing the VAS'*. Councillors were content that this site was acceptable and that the terms of the Memorandum of Understanding would apply.

c) Suffolk County Council Memorandum of Understanding (Legal agreement) for the Parish Council operation of the Vehicle Activated Sign – this document was considered and accepted by the Parish Council. The Clerk would arrange for signature of the document as appropriate. The Clerk would also prepare a risk assessment for the operation and siting/removal of the VAS. *Action: Clerk.*

d) The costs of purchasing a Vehicle Activated Sign and additional signage and equipment – whilst one quotation had been received, the Clerk was still sourcing a further quotation. Both quotations were from Suffolk County Council preferred suppliers of Vehicle Activated Signs. It was agreed that all costs relating to the purchasing of the VAS, likely to be in the region of £3,500 would be considered at a later meeting. *Action: Clerk to obtain quotes.*

## 9. Finance

a. The Council's financial statement of Community Account at £9, 048 and Business Premium at £3,931 was noted.

b) The following payments were considered and agreed:

Amount	Payee	Details	Chq No
£13.50	Sarah Foote	Clerk's expenses	100344

## 10. Correspondence

The following items of correspondence received since the last meeting were noted.

Date received	From	Subject
28.01.16	Suffolk County Council	A140 Road Safety Study
28.01.16	Suffolk Association of Local Councils	Suffolk County Council Highways Survey
26.01.16	Mid Suffolk District Council	Town and Parish Newsletter January 2016
26.01.16	Mid Suffolk District Council	CIL Charging Schedules – notification of approval (regulation 25)
25.01.16	Suffolk Association of Local Councils	Automatic Enrolment Pension Advice Note

## 11. Consultations

None.

## 12. Reports

a) Brome and Oakley Village Hall – Cllr Parry reported the Village Hall Committee were in the process of submitting an application for funds from the Eye Airfield Wind Turbines Community Fund to be used for

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the provision of replacement uvpc windows and doors at the Hall. Cllr Parry asked on behalf of the Committee for a letter of support from the Parish Council. It was agreed, as per the resolution of the Parish Council meeting of 14 September to provide this letter

b) Suffolk Association of Local Councils – no report.

13. Urgent Matters

None.

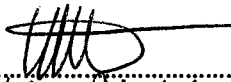
14. This item was considered earlier in the meeting.

15. Date of next meeting and agenda items

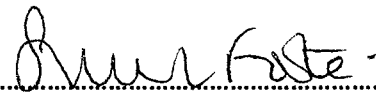
Date of next meeting: Monday 14 March 2016.

**21.20 Meeting Closed**

Signed .....



Chairman .....



Clerk .....

Date .....

14 March 2016.....