

BROME and OAKLEY PARISH COUNCIL

Minutes of meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 12 November 2018** in Brome and Oakley Village Hall.

PRESENT: Councillors Charles Doe, David Hardaker, Kelly Kelley, Tom Pace (arrived 19.36), John Parry and Mark Prior. Also in attendance the Clerk, Sarah Foote.

1. Apologies for absence

Apologies were received from Cllr Halton and accepted by the Council. Cllrs Burn and Fleming had also offered their apologies to the Council.

2. Declarations of pecuniary and other interests from members on any item to be discussed and requests for dispensations – Cllrs Parry and Doe declared a non pecuniary interest in agenda item 9, village hall condition survey.

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

4. The minutes of the meetings held on 8 October were approved.

5. Matters arising from the minutes of 8 October meeting. There were no matters which were not listed on the agenda.

6. PUBLIC FORUM

No one present.

7. Planning

a. There were no planning determinations to note.

b. Other planning matters – new dwelling in grounds of Coronation Cottage, Oakley. It was agreed to enquire with Planning Enforcement if there were any requirements for planning permission or if there had been any breach of planning conditions

8. Governance

Councillors completed identification form as requested by Barclays Bank plc. The Clerk would obtain Cllr Halton's signature and return the completed form to Barclays.

9. Village Hall

It was agreed the Parish Council would commission and finance a condition survey for the Village Hall. This survey would inform future improvement works at the Hall. The cost of £800 + VAT was agreed for this project which would be paid using powers under the LGA 1972 section 133.

10. Finance

a. The Council's financial statement was noted as £10,958 in the community account which included the first instalment of Precept and £3,938 in the business premium account.

b. It was agreed to make the following payments:

Amount	Payee	Details	Chq No	Power
£756.62	S Foote	Clerk Salary October/November/December 2018	101413	LGA 1972 S112
£50.40	HMRC	PAYE	101414	LGA 1972 S111
£26.10	S Foote	Clerks expenses October/November/December 18	101415	LGA 1972 S111
£4.50	Anglia Book keeping	Payroll	101416	LGA 1972 S111

c. It was agreed to order a new noticeboard for Upper Oakley at a maximum cost of £850 for which £700 of District Council Locality Budget would be used. Cllr Parry would progress the purchase.

d. The budget for the 2019/2020 financial year would be considered at the January meeting and the Clerk would provide a draft budget to Councillors for consideration in advance of the meeting.

12. Correspondence

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

Date received	From	Subject
07.11.2018	Eye Town Council	Neighbourhood Plan 2018 – 2036 Pre-submission draft

Councillors had viewed the draft document and there were no comments to submit

Signed Chairman Clerk

Date

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30.10.2018	Mr Holt-Wilson	Warren Hill Plant Life
It was agreed either Cllr Prior or Cllr Parry would contact Mr Holt-Wilson to ascertain more information particularly regarding the extent of the area to possibly be protected.		
04.10.2018	Mid Suffolk District Council	Costs for May 2019 Elections

13. Reports

- a. Suffolk Association of Local Councils – no report.
- b. Diss and District Neighbourhood Plan – Cllr Pace would attend the next meeting

14. Urgent Matters and matters for report – None.

15. Date of next meeting and agenda items

Date of next meeting: Monday 14 January 2019. Agenda Items – vacant allotment plots, 2019/2020 Budget.

20.14 Meeting Closed

DRAFT

Signed Chairman Clerk
Date