

BROME and OAKLEY PARISH COUNCIL

Minutes of the Annual Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 13 June 2016** in Brome and Oakley Village Hall.

PRESENT: Councillors Ursula Halton (Chairman), Charles Doe, David Hardaker and Mark Prior. Also in attendance Sarah Foote (Clerk), Mid Suffolk District Councillor David Burn (left 19.50) and Suffolk County Councillor Jessica Fleming (arrived 20.35).

1. Apologies for absence

Apologies were received from Cllr Parry and accepted by the Council.

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 9 May 2016 were agreed as a true record by those present.

5. Matters arising from minutes of 9 May 2016 - None.

6. PUBLIC FORUM

Mid Suffolk District Council - Cllr Burn reported the Joint Strategic Plan had been reviewed and the priority outcomes were; business growth and increased productivity, community building engagement, assets and investments, housing and delivery, and an enabled and efficient organisation. The Portfolio structure had been changed to align with the priorities of the Plan. There would be two other Portfolios, Finance and Environment. Cllr Burn would be the Portfolio Holder for Environment. Cllr Burn informed Councillors that outline planning permission had been granted for 280 new homes on land at Eye Airfield. A screening opinion had been submitted to the Planning Department for the erection of a feed mill at Eye Airfield. This would determine if an Environmental Impact Assessment was needed in conjunction with any future planning application.

There were no members of the public present.

7. Planning

a) The following planning applications were considered:

Reference	Location	Application Details
1999/16	Bartrums Road Services Ltd, Potash Lane, Eye IP23 7HN	Resurfacing of existing yard with concrete
It was unanimously agreed to recommend support for this application.		
2155/16	10 The Street, Brome	Erection of a two storey side extension.
It was unanimously agreed to recommend support for this application.		

b) There were no planning determinations to note.

c) Other planning matters – a further planning application had been received for The Oaksmere and this would be considered at the next meeting.

8. Procedural

a) The internal audit report for year ending 31 March 2016 was noted. There were no matters that needed attention.

b) The Accounts for year ending 31 March 2016 were accepted by the Council.

c) To consider completion of Section One (Annual Governance Statement) and Section Two (Accounting Statement) of the Local Councils' Annual Return for year ending 31 March 2016. Section One of the Annual Return was considered and duly completed. Section Two was accepted by the Council and signed by the Chairman and Clerk.

b) The statement of significant variances for year ending 31 March 2016 was noted.

9. Allotments and Redevelopment of Land

a) Report on allotment renewals – to date only one allotment renewal had been received. Two tenants had surrendered their tenancies, thus leaving further vacant plots. Cllr Prior and Cllr Hardaker would make enquiries regarding releasing these plots. *Action: Cllrs Prior and Hardaker.*

Signed Chairman Clerk

Date

BROME and OAKLEY PARISH COUNCIL

Minutes of the Annual Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 13 June 2016** in Brome and Oakley Village Hall.

b) To receive a report on actions since the last meeting in relation to the redevelopment of the vacant allotment land – the Chairman confirmed she had been investigating safeguarding in relation to children using any future play area. Play England had provided some useful information. It had also been confirmed that when an application was made to create a play area, all the local safeguarding bodies would be consulted.

c) It was noted that the County Councillor had offered £500 from her Locality Grant towards the redevelopment of the allotment land into a play area. *Action: Thank Cllr Fleming and ascertain if there are any time constraints.*

10. Finance

a. The Council's financial statement of Community Account at £4,529 which included the first instalment of Precept and Business Premium at £3,932 was noted.

b) The following payments were considered and agreed:

Amount	Payee	Details	Chq No
£664.65	Sarah Foote	Clerk's salary April/May/June 2016	100353
£t.b.c.	HMRC	PAYE April/May/June 2016	100354
£59.39	Sarah Foote	Clerk's expenses April/May/June 2016	100355
£235.44	Suffolk Association of Local Councils	Annual Subscription	100356
£281.69	Community Action Suffolk	Annual Insurance renewal (year three of three year undertaking).	100357

13. Correspondence

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

Date received	From	Subject
31.05.2016	Mid Suffolk District Council	Community Engagement Campaign – building a sustainable future
27.05.2016	Suffolk County Council	Adoption of revised Suffolk Flood Risk Management Strategy – protecting vulnerable communities
27.05.2016	Suffolk County Council	Adoption Campaign
27.05.2016	Suffolk County Council	Grass cutting/weed spraying 2016
25.05.2016	Suffolk Association of Local Councils	NJC Salary Pay Scales 2016 to 2018
20.05.2016	Mid Suffolk District Council	Revised CIL Regulation 123 Lists (May 2016) and Draft Developer Contributions Guidance Notes
20.05.2016	Mid Suffolk District Council	Open for Business Survey

12. Consultations - None.

13. Reports

a) Brome and Oakley Village Hall – HM Queen's Birthday Celebration had been well attended.

b) Suffolk Association of Local Councils – no report.

The Chairman gave a report of the Parish Liaison Meeting she had attended at Mid Suffolk District Council. The Chairman reported what she had learn about devolution of powers to Norfolk and Suffolk and then Cambridge and Peterborough and how Norfolk and Suffolk would become a combined authority. If devolution was successful, Social and Health care services would be reformed, Public Transport would be reviewed and more powers would be available to Parish Councils. Public Consultation would be held in July and August and the Secretary State would determine in 2017. The Chairman also gave details of how Section 106 funds were to mitigate development on site and CIL funds would mitigate and improve matters from developments off site.

Signed Chairman Clerk

Date

BROME and OAKLEY PARISH COUNCIL

Minutes of the Annual Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 13 June 2016** in Brome and Oakley Village Hall.

20.39 Suffolk County Council –Councillor Fleming gave her report that the new community transport service started today. Cllr Fleming confirmed she had agreed to fund the posts for the siting of the VAS from her highways budget and would pursue the erection of the posts ready for the installation of the VAS. Cllr Fleming then left the meeting.

14. Urgent Matters

Pot holes at rear of The Oaksmere to be reported, again, to Suffolk County Council Highways.

15. Date of next meeting and agenda items

Date of next meeting: Monday 11 July 2016.

15. Pursuant to the Public Bodies Admission to Meetings Act 1960 the meeting was closed to the Press and Public to discuss matters relating to the Clerk's salary. It was agreed to increase the Clerk's hours to 21 per month, to cover the work created by compliance with the Transparency Code, and to increase the Clerk's pay scale to SCP27. The Clerk would also be awarded the Transparency Code Fund payment received during the last financial year for the creation and maintenance of the Parish Council's website.

21.00 Meeting Closed

DRAFT

Signed Chairman Clerk
Date