

BROME and OAKLEY PARISH COUNCIL

Minutes of Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 13 February 2017** in Brome and Oakley Village Hall.

PRESENT: Councillors Ursula Halton (Chairman), Charles Doe, David Hardaker. Also in attendance Sarah Foote (Clerk).

The meeting paused to mark the passing of Lewis Dyde who had sadly passed away. He was a long serving member of the Parish Council and Councillors expressed their condolences to all concerned.

1. Apologies for absence

Apologies were received from Cllrs Parry and Prior 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 January 2017 were agreed as a true record by those present.

5. Matters arising from minutes of 9 January 2017

None.

6. PUBLIC FORUM

There were no members of the public in attendance.

7. Planning

a. The following planning applications were considered

Ref	Location	Application
0237/17	The Oaksmere Hotel, Rectory Road, Brome	Erection of new partition in conjunction with works under Listed Building Consent 2038/16 and 2821/16.
It was agreed there were no comments to make on this application.		

b) The following planning determinations were noted:

4656/16	Four Oaks Park, Eye Road	. Use of land for stationing 31 holiday homes and relocation of site office.
Planning Permission had been granted		
4630/16	Apple Tree Cottage, Rectory Road, Brome	Erection of two storey side extension.
Planning Permission had been granted.		

c. There were no other planning matters.

8. Diss and District Neighbourhood Plan

a. Cllr M Prior and Cllr Halton would represent the Parish Council on the Neighbourhood Plan Working Group.

b. The draft governance documents had been considered by the Council and comments would be fed back at the next Neighbourhood Plan meeting on 16 February.

9. Finance

a. The Council's financial statement of Community Account at £7,104 and the Business Premium at £3,932 was noted.

b. It was agreed to make the following payments:

Amount	Payee	Details	Chq No
£698.31	Sarah Foote	Clerks salary January/February/March	100370
£100.27	HMRC	PAYE	100371
£42.35	Sarah Foote	Clerks expense January/February/March	100372

c. Transparency Code Fund – it was agreed to apply for lap top and cost of One Suffolk website hosting.

d. Internal Auditor for year ending 31 March 2017 – it was agreed to appoint Trevor Brown to undertake the audit for the Parish Council.

10. Correspondence

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

Signed Chairman Clerk

Date

BROME and OAKLEY PARISH COUNCIL

Minutes of Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 13 February 2017** in Brome and Oakley Village Hall.

Date received	From	Subject
03.02.17	SALC	Planning for all Conference – 2 March 2017
02.02.17	Mid Suffolk District Council	Confirmation of Precept
25.01.17	Mid Suffolk District Council	Change of governance arrangements
25.01.17	Mid Suffolk District Council	Town and Parish Newsletter

11. Reports

a) Brome and Oakley Village Hall – no report.

b) Suffolk Association of Local Councils – the next area meeting would take place on 22 March.

c) Telephone Kiosk - no news had been received from Tesco on their renovation plans for the kiosk. The Councillors would still try to straighten the kiosk..

12. Urgent Matters

None.

13. Date of next meeting and agenda items

Date of next meeting: Monday 13 March 2017.

A140 – Parish Council involvement in safety campaigning.

Allotments –check tenancy had ended and agree action for allotment.

20.25 Meeting Closed

Signed Chairman Clerk

Date