

BROME and OAKLEY PARISH COUNCIL

Minutes of meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 9 March 2020** in Brome and Oakley Village Hall.

PRESENT: Councillors John Parry (Vice Chairman), Roger Broughton, Isobel Demangeat, Mark Prior, Charles Doe. Also in attendance District Councillor David Burn, Mid Suffolk District Council and County Councillor Jessica Fleming, Suffolk County Council (left 20.10) and the Clerk.

1. Apologies for absence

Apologies were received from Cllrs Halton, Keeley and Pace and accepted by the Council. Cllr Parry would chair the meeting.

2. Declarations of pecuniary and other interests from members on any item to be discussed and requests for dispensations

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

4. The minutes of the meetings held on 10 February 2020 were approved.

5. Matters arising from the minutes of 10 February 2020 meeting. There were no matters which were not listed on the agenda.

6. PUBLIC FORUM

County Councillor Fleming

District Councillor Burn confirmed he had place an enquiry regarding the possibility of pavement lighting outside houses in Bromelands.

7. Planning

a. The following planning applications were considered:

Ref	Location	Application
DC/20/00321	Barnacre Cottage, Rectory Road, Brome	Creation of vehicular access to rear
It was agreed that the Parish Council would not submit any comments in relation to this application and that Suffolk Highways judgement should be taken into account		
DC/20/00831	Mill House, Eye Road, Brome	Listed Building Consent – Erection of rear single storey infill extension (following removal of existing lean-to porch) and first floor extension. Alterations to existing dwelling as detailed within design, access and heritage statement.
It was agreed to recommend approval of this application.		
DC/20/00830	Mill House, Eye Road, Brome	Planning Permission – Erection of rear single

Signed Chairman Clerk

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		storey infill extension (following removal of existing lean-to porch) and first floor extension. Alterations to existing dwelling as detailed within design, access and heritage statement.
It was agreed to recommend approval of this application.		

- b There were no planning determinations to note.
- c. There were no other planning matters – correspondence from MSDC’s Conservation Officer had provided details for the planned re-build of Poplar Farm House, Oakley was noted. The Parish Council
- 8. Highways
 - a. Community Speed Watch – six volunteers had now come forward and the next step would be to agree either the loan or purchase of equipment from another local council (available earlier this year and Clerk to contact to confirm) and to arrange training for the volunteers. It was anticipated this may be able to take place around the annual parish meeting.
 - b. Safety measures at the crossroads of the Eye Road and Rectory Road where children currently waited for school buses would be pursued via a site meeting which Cllr Fleming endeavour to arrange on behalf of the Parish Council.
 - c. Traffic Calming on B1118 in Oakley – Cllr Fleming had referred the lack of appropriate response to the County Council’s head of road safety. The Parish Council would endeavour to download data from the VAS to support requests to calming measures in this area.
- 9. Governance
 - a. The Council’s Standing Orders were reviewed and agreed. No legislative changes were required.
 - b. The Council’s Financial Regulations were reviewed and agreed. No legislative changes were required.
 - c. The Council’s statement of internal control was reviewed and accepted.
 - d. It was agreed to appoint T Brown for the internal audit for the year ending 31 March 2020 and the scope of work offered was accepted.
 - e. The Council’s Risk Register, including the risk assessment for the operation of the vehicle activated sign, was reviewed and accepted.
 - f. The Council’s Asset Register was reviewed and amended. It was agreed to remove a bench, listed at a nominal value, from the register as the bench could not be located.
- 10. Finance
 - a. The Council’s financial statement was noted.
 - b. It was agreed to make the following payments:

Amount	Payee	Details	Chq No	Power
£26.10	Sarah Foote	Clerk’s expenses January/February/March 2020	100452	LGA 1972 S111

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A delegated budget of up to £600 was granted to the Clerk to procure a replacement lap top. It was also agreed to purchase two additional batteries for the vehicle activated sign.

11. Correspondence

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

Date received	From	Subject
04.03.2020	Suffolk Highways	Grass cutting programme for Summer 2020
03.03.2020	Suffolk County Council	School entrance markings traffic regulation order
26.02.2020	Suffolk County Council	Funded School Travel for 2020/21

12. Reports

a. Suffolk Association of Local Councils – no report

b. Brome and Oakley Village Hall - no report.

c. Diss and District Neighbourhood Plan – District Councillor Burn reported that the Working Group continued to meet on the third Monday of the month and attendance by representatives of Brome and Oakley Parish Council was key. Ideally, two representative should attend and a substitute representative should be appointed by the Parish Council as well. The Parish Council would need to revisit the delegations to the representatives and steering group to progress the DDNP at the Parish Council's AGM in May. Diss Town Council remains the lead Council and responsible for financial matters.

13. Urgent Matters and matters for report – None.

14. Date of next meeting

Date of next meeting: Monday 6 April 2020.

20.50 Meeting Closed

Signed Chairman Clerk

Date