

Bromeswell Parish Annual Council Meeting Minutes  
Monday 15 May 2023 at 7 p.m.at the Village Hall



15.05.23.4	Councillor Election expenses to ESC offices	Clerk
15.05.23.8	Concerns raised in public session	TJ/VB
15.05.23.9	Respond to Melton PC regarding request for financial contribution	Clerk
15.05.23.11	Respond to Community benefits for electricity transmission network infrastructure consultation	VB

Payments received since last meeting

28/04/23	ESC Precept	£5,130.00
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Payments made/to be authorised since previous meeting:

21/04/23	VHMC March hall hire Inv 62	£16.00
21/04/23	SALC Membership subscription Inv 27001	£183.33
	ICO Data Protection Fee dd 20/06/23	£35.00
	Coronation Litter pick expenses - IA	£16.22

Attendance: Chair Verity Brown (VB), Tim Johnson (TJ) Vice Chair, Ian Abbott (IA), Tracy Rogers (TR), Sue Todd (ST), Rory Burrow (RB), Verity Danziger (VD), Cllr James Mallinder, 2 members of public, Jenny Lloyd (Clerk)

1.	Welcome
2.	<b>Election of Chair</b> VB offered to stand for Chair - proposed TR, seconded RB. All agreed
3.	<b>Election of Vice Chair</b> TJ offered to stand for Vice Chair proposed VB, seconded TR. All agreed
4.	<b>Declarations of Acceptance of Office</b> signed by all members ROI to be completed by all members - VB offered to send guidance and link to anybody that would like this. Election expenses completed by all Cllrs - Action Clerk to return to ESC
5.	<b>Apologies received</b> Cllr Reid
6.	<b>Declarations of Interest on Agenda Items</b> None received
7.	<b>To receive Reports</b> SCC Cllr Reid's Annual Report was distributed to Cllrs and is available on the website Cllr Mallinder's verbal Report was presented at the previous Annual Parish Meeting no other reports received

8.	<p><b>Public session</b></p> <p>It was noted potholes have been marked for attention from Highways. If safe to do so, a photo helps when reporting issues to the <a href="#">Highways Reporting Tool</a>.</p> <p>Concern with advertisements on the road and being a public safety hazard - BPC will investigate what can be done</p> <ul style="list-style-type: none"> <li>- concern with privately owned overgrown hedging in School Lane - Action VB to make contact</li> <li>- concern was raised regarding the ditch in Common Lane - culverts possibly blocked - Action TJ to make enquiries with the landowner initially.</li> </ul>
9.	<p><b>Highways Matters</b></p> <p>Wilford Bridge Road/Melton PC estimate circulated for reduced 30 mph extension, and request for financial contribution from BPC.</p> <p>It was agreed by all that BPC remains unable to make a financial contribution to this initiative. Whilst BPC supports the move to have a uniform speed limit of 30mph along that stretch of road, it is hard to see the justification for such a <i>huge</i> expenditure. There seems to be nothing in place to guarantee the safety of pedestrians and cyclists using the road and trying to cross it in order to follow the footpath that runs alongside the River Deben. Action Clerk to send to Melton PC</p>
10.	<p><b>Planning</b></p> <p>a) Planning Application DC/23/1539/TCA received since last meeting - Lawson Cypres fell - all agreed - comment of support was submitted</p> <p>b) ENF/22/0392/DEV - no further update received from Enforcement at this time. It was noted that the River Deben Association have been in contact with Enforcement regarding reed cutting at Wilford Bridge property. It was 10 years ago that Natural England gave permission to the landowner to cut the reeds and will monitor the situation carefully. BPC to monitor also.</p> <p>No further updates received on Planning issues at this time.</p>
11.	<p><b>Communications received:</b></p> <p>Before pursuing the misrepresentation of Local Plan complaint rout (joint letter to ESC), Campsea Ashe PC requested PC's instruction. BPC supports the initiative to meet with Chris Bally to make him fully aware of the increasing concerns villages have regarding the volume and speed of traffic through local villages. BPC response sent to Campsea Ashe available to view.</p> <p><a href="#">Community benefits for electricity transmission network infrastructure consultation</a> - discussion followed on the document. Action VB will respond to the survey by deadline 25 May.</p>
12.	<p><b>To review matters arising from meeting on 27 March 2023</b></p> <ul style="list-style-type: none"> <li>- broken road sign on Common Lane - to be reported again with photo</li> <li>- thanks expressed to IA for organising the Coronation Litter Pick - which was very well attended with over 25 volunteers and thank you tea and cakes</li> </ul>
13.	<p><b>Approval and signing of minutes 27 March 2023</b></p> <p>Agreed and signed - available on website</p>
14.	<p><b>To review and agree BPC documentation</b></p> <p><a href="#">Standing Orders</a>  <a href="#">Financial Regulations</a>  <a href="#">LGA Code of Conduct</a></p> <p>above circulated to Cllrs - agreed. Action Clerk to check <i>Procurement thresholds in Section 18 amended December 2022</i>, <a href="#">click on this link to view the briefing</a></p> <p>The <a href="#">Asset Register</a> (last inclusion was the dog bin at the Rugby Club) updated and signed</p> <p>Risk document was updated with electronic banking and loss of data - agreed</p>

	<p><a href="#">Accessibility</a> - IA kindly offered to carry out the Accessibility review (Wave Evaluation tool) and statement to be updated. To note One Suffolk are offering a review at £108 plus VAT - to be considered at a future meeting</p> <p>Internal Control Statement signed and updated, Internal Control Report has been completed</p>
15.	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>a) to note authorised payments made since last meeting as above expenses agreed for Coronation Litter Pick - £16.22 to IA, ICO £35.00 direct debit around 26/06</li> <li>b) to note payments received - Precept £5,130 received and signed</li> <li>c) accounts agreed and signed as at 15 May 2023 - to be uploaded to website finances</li> <li>d) AGAR documentation i) Certificate of Exemption to be sent to external auditor, ii) Annual Governance Statement, iii) Section 2 Accounting Statement - all signed and agreed</li> <li>e) to note audit to take place 5 June - to agree SALC to carry out audit for 2023/24 - agreed</li> <li>f) to agree Clerk to continue in role of RFO - agreed</li> </ul>
16.	<p><b>Schedule of Dates</b></p> <p>All agreed to keep to Mondays. Schedule circulated and agreed. 24 July, 25 September, 27 November, 22 January, 25 March, 13 May APM and ACM - to be added to website</p> <p>Date of next meeting 24 July. Thanks expressed to everybody in attendance</p> <p style="text-align: right;">Meeting closed at 8.15 p.m..</p>

Signed ..... Chair ... Date