

BRADFIELD ST. GEORGE PARISH COUNCIL MEETING HELD IN THE  
VILLAGE HALL ON WEDNESDAY 11<sup>th</sup> SEPTEMBER 2019

Present: Cllrs P Squirrell (Chairman), C Stainer, A Therin & G Mulley.  
D. Cllr Mrs S Mildmay-White.

Apologies: Cllr C Croot.

*The meeting opened at 7.30pm.*

**1. APOLOGIES**

Noted and accepted.

**2. PUBLIC FORUM**

No matters were raised during public forum.

**3. INTERESTS**

3.1 Cllrs GM and CS declared interest in items 5.3 and 8.3 to the extent they are Trustees of the Village Hall Management Committee;

3.2 No dispensation applications received.

**4. MINUTES OF THE PARISH COUNCIL MEETINGS DATED 3<sup>rd</sup> JULY and 17<sup>th</sup> JULY 2019:** the minutes of the Council meetings held on 3<sup>rd</sup> and 17<sup>th</sup> July were unanimously **APPROVED** (subject to correction of two typos) and signed as a true and accurate record of those meetings.

**5. REPORTS**

**5.1 County Council report.** In the absence of C Cllr K Soons, her monthly report was received.

**5.2 District Council report.**

D Cllr Mildmay-White presented her monthly report and highlighted; (1) the West Suffolk Rural Task Force survey in respect of which all residents are invited to respond [www.westsuffolk.gov.uk/rural](http://www.westsuffolk.gov.uk/rural); (2) the new Western Way Development; (3) West Suffolk Business Festival; (4) the impact of recent cuts on local bus services and the recent assurance by SCC that a new bus route would continue to serve the village at similar times (Bradfield St George/Rougham/Sybil Andrews/Lark Grange/the Hospital); (5) the continuation of the Pay on Exit parking pilot in some BSE car parks. D Cllr Mildmay-White took questions about the consultation on the West Suffolk Affordable Housing SDP - see item 7.11 below

**5.3 Village Hall;** Cllr Mulley reported that; (i) the recent beer festival had been successful, thanks in part to great weather; and (ii) the forthcoming fireworks event is being planned.

**6. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS**

DC/19/1482/HH planning application for conversion and extension of barn to 5 no by cartlodge with associated alterations to driveway at Cargate House, Felsham Road, Bradfield St George IP30 0AG. The meeting considered the proposals and unanimously **AGREED** that the Council would **SUPPORT** this application.

**7. TO CONSIDER**

**7.1 Application for churchyard maintenance grant;** the clerk reported that SALC/NALC have recently issued guidance to effect that expenditure on a churchyard is only permissible where it relates to a closed churchyard; any other expenditure is prevented by legislation. It was **AGREED** that the Clerk would write to the PCC accordingly.

**7.2 To review Standing Orders;** draft standing Orders based on the NALC template which had been circulated before the meeting were reviewed and unanimously **APPROVED**.

**7.3 To review Financial Orders;** draft Financial Orders based on the NALC template which had been circulated before the meeting were reviewed and unanimously **APPROVED**.

**7.4 To review Code of Conduct;** the draft Code of Conduct, based on the Suffolk Code which had been circulated before the meeting was reviewed and unanimously **APPROVED**.

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**7.5 To review asset register;** the asset register which had been circulated prior to the meeting was reviewed, updated (to include the bench at Oakey Ley and limit grit bins to four in number) and **APPROVED**. It was **AGREED** that the Clerk would investigate the current value of 2.5% stock referred to on the asset register.

**7.6 To review adequacy of insurance and approve renewal;** CAS Business Ltd quote for insurance renewal (£196.56 pa) was considered and unanimously **APPROVED** subject to Clerk first checking whether any adjustment could be made to reflect the absence of insurable premises and extent of legal cover.

**7.7 To minute appointment of Clerk and RFO;** it was **NOTED** that the Clerk had been appointed with effect from 1 July 2019 as Clerk and RFO.

**7.8 To review workplace pension scheme arrangements;** it was **NOTED** that the Clerk had been offered the opportunity to join a workplace pension in accordance with current legislation, but had confirmed that she did not intend to accept this offer.

**7.9 To agree response to Green Access Strategy consultation;** it was **AGREED** that the Clerk should respond to note that the Council has no comments, but would like to be kept informed of any further developments.

**7.10 To agree response to Drinkstone Neighbourhood Plan consultation;** it was **AGREED** that the Clerk should respond on behalf of the Council to the effect that it had no comments.

**7.11 To agree response to West Suffolk Affordable Housing Supplementary Planning Document (SPD) 2019 consultation;** it was **AGREED** that the Clerk should circulate to Councillors a draft response for approval, to the effect that it was not obvious how any of the proposals in the draft guidance would support or facilitate the provision of affordable housing in rural areas outside of Bury St Edmunds.

**7.12 To agree response to parking consultation;** it was **AGREED** that the Council should respond to the effect that it had no comments.

**7.13 To agree response to Rural Task force survey;** it was **AGREED** that Councillors should make their individual responses to this survey; any additional comments to be made on behalf of the Council (in addition to lack of public transport/ Dial-a-Ride service in rural areas) should be forwarded to Clerk before 25 September 2019).

**7.14 Bus route 377 cuts consultation.** It was **AGREED** that Clerk should write to County Councillor to highlight comments made by Brettenham PC whose bus service is subject to cuts.

## **8. FINANCES**

**8.1 To receive and approve the bi-monthly financial summaries for May-August 2019;** received and **APPROVED**.

**8.2 To receive and approve quarterly financial summary to 30 June 2019;** received and **APPROVED**.

**8.3 To approve cheques to be issued;**

The following cheques were unanimously **APPROVED**:-

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
<b>CH expenses</b>	00780	50.39		50.39
<b>SALC</b>	000781	145.00	29	174.00
<b>BSG Village Hall</b>	000782	20		20
<b>BT – Phone line DD TBC</b>				
<b>CH wages</b>	000783	438.36		438.36
<b>HMRC-wages</b>	000784	96.40		96.40

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**8.4. To receive internal audit report for year ending 18/19 and to consider proposed action plan;** internal audit report received and **NOTED**; Action plan in response to Audit report **APPROVED**.

**9. CORRESPONDENCE AND CIRCULARS**

The following correspondence was **NOTED**:-

9.1 Letter from portfolio holder for families and communities dated 17 July 2019;

9.2 SALC area forum details 7 August 2019;

9.3 Better Broadband Briefing July 2019.

**10. DATE OF NEXT MEETING**

The date of the next meeting is Wednesday 13<sup>th</sup> November 2019 at 7.30pm.

*The meeting closed at 9.00 p.m.*

Signature.....