

BRADFIELD ST. GEORGE PARISH COUNCIL MEETING HELD
AT THE VILLAGE HALL ON WEDNESDAY 10th NOVEMBER 2021

Present: Cllrs P Squirrell (Chairman), G Mulley & A Therin.
C Hibbert (clerk).
WS Cllr Mildmay-White and SC Cllr K Soons. One member of the public.

The meeting opened at 7.30pm

1. APOLOGIES

Cllrs C Croot and C Stainer. JP.

2. PUBLIC FORUM

The applicant for planning permission (item 6.2 below) attended to explain how the current proposal had been modified to address the WSC reasons for refusal on a previous application for this property; an expression of interest in becoming a councillor was made – information to be supplied.

3. INTERESTS

3.1 No declarations of interest were made.

3.2 No dispensation applications were received.

4. MINUTES OF THE PARISH COUNCIL MEETINGS DATED 8 AND 30th SEPTEMBER 2021 The minutes of the Council meetings held on 8th and 30th September 2021 were unanimously **APPROVED**.

5. REPORTS

5.1 Suffolk County Council report. A copy of S C Cllr Soons' report was received and will be uploaded onto the website. Discussion followed about; (i) highway subsidence at the Little Whelnetham bridge; it was agreed that the clerk would formally report this matter; (ii) the unnecessary road closure signage in the village; (iii) the agreed SCC contribution of £2k towards a new VAS machine, for which thanks.

5.2 West Suffolk Council report. WS Cllr S Mildmay-White referred to her report, a copy of which will be uploaded onto the website. A councillor queried what was being done to provide appropriate lorry parking/rest facilities for the increased number of lorries in the area.

5.3 Village Hall report. A report was submitted after the meeting - copy attached to minutes.. There had been a successful bonfire night event.

6. PLANNING AND APPEALS

6.1 DC/21/1995/HH Proposal Householder planning application - three metre high green mesh fencing to tennis court at The Old Post Office Freewood Street Bradfield St George The meeting considered the application and resolved to **SUPPORT**.

6.2 DC/21/2078/FUL Planning Application - one dwelling (following demolition of existing dwelling) at Abbots Hall Smallwood Green Bradfield St George IP30 0AL. The meeting considered the proposals and the ways in which the scheme had been adapted to address the previous reasons for refusal including a lower depth, reduced footprint, environmentally-friendly design etc. The lack of local objections from neighbours was noted. It was agreed to **SUPPORT** this proposal.

6.3 To receive planning notifications.

The following planning notifications had been received;-

DC/21/0338/RM Reserved matters application - Submission of details under DC/18/2496/OUT - the means of appearance, landscaping, layout and scale - Land At 27 Hollybush Corner Bradfield St George Suffolk – Granted;

DC/21/1495/FUL Planning application - a. conversion of existing barn to holiday let b. single storey side extension c. decking to front elevation d. external flue e. changes to roof form including

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four roof lights - Dwelling Adjacent To Smallwood Farm House Smallwood Green Bradfield St George Suffolk - Granted

DC/21/1496/LB Application for listed building consent - a. internal and external alterations for the conversion of existing barn to holiday let b. single storey side extension c. decking to front elevation d. external flue e. changes to roof form including four roof lights - Dwelling Adjacent To Smallwood Farm House Smallwood Green Bradfield St George Suffolk – Granted.

DC/21/1699/HH Householder planning application - replacement garage and car port following demolition of existing garage - Mill Cottage Felsham Road Bradfield St George IP30 0AD - Granted

7. TO CONSIDER

7.1 Co-option proposal; the meeting **AGREED** to co-opt Jennifer Pask as councillor; she will be appointed at the next meeting subject to completion of the relevant formalities.

7.2 Update on VAS machines/speeding; the meeting heard that there had been an unknown VAS machine in the village; SCC claim no knowledge - it has now disappeared in any event. Further research on available models/post location needs to be done before an order can be placed. The meeting noted that any new post on highway land needs to meet certain SCC criteria.

7.3 Insurance renewal; the insurance renewal for 22/23 was **APPROVED** - Royal and Sun Alliance PLC Insurance - £186.73.

7.4 Update on spending proposals for received locality grant (apple press and wildfowl signage); The meeting heard that (i) the apple press is still out of stock; (ii) AT and clerk had met with the resident who had requested the road warning sign; the Council will order the signage; the resident is going to seek agreement from the adjoining landowner where the sign is proposed to go. The Council will investigate buying a replacement 30mph roundel for a damaged post when placing the signage order.

7.5 Update on Phone kiosk renovation the contractor is due to return to complete the interior paintwork shortly.

7.6 Proposal to delegate PC response on planning consultations received between meetings to clerk It was **AGREED** to delegate the Council response on planning consultations received between meetings to the clerk provided that the clerk shall; (i) first endeavour to secure an extension of time so that the consultation can be dealt with at the next scheduled meeting; (ii) consult councillors by email before submitting any response; and (iii) call an extraordinary meeting to deal with the planning consultation where any councillor requires this.

7.7 Allotment It was **AGREED** that the clerk and PS would visit the site before writing to all occupants and seeking recovery of rent due for the current year.

8. FINANCES

8.1 To receive and approve the quarterly financial summary to 30th September 2021; received and **APPROVED** – copy attached to minutes.

8.2 To receive and approve the bi-monthly financial summary for September-October 2021; received and **APPROVED**.

8.3 To Approve payments. The following online payments were **APPROVED**.

Detail	Cheque no/online authorisation	Net (of VAT)	Vat	TOTAL
1 BT Wifi	DD	57.30	11.46	68.76
2 BT Wifi	DD	57.30	11.46	68.76
3. C Hibbert	BACS	453.96		453.96
4. HMRC	BACS	100.60		100.60

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5. SALC	BACS	19.00	3.80	22.80
6. VHMC	BACS	20.00		20.00

8.4 To receive the internal control check report to 30th Sept 2021; RECEIVED – no issues.

8.5 To receive confirmation that salary payments for 21/22 have been reviewed. NOTED.

8.6 To review reserves policy reviewed and APPROVED – copy attached to minutes.

8.7 To review budget and precept proposal for 22/23; reviewed and APPROVED - copy attached to minutes. The precept request for 22/23 was APPROVED at £5,500 (no change as against 21/22). Review of the broadband package was requested.

9. CORRESPONDENCE AND CIRCULARS The following correspondence was received;-

9.1 SALC e bulletins Sept/Oct;

9.2 Precept application material for 22/23;

9.3 Suffolk Says keep learning info/ Suffolk CC refugee information;

9.4 Letter from SCC Public Health about new Covid measures in schools;

9.5 Introduction to the Town and Country Planning Assoc;

9.6 Queen's Green Canopy / Jubilee beacon information;

9.7 SARS request for funding;

9.8 WSC information on homeless support.

10. DATE OF NEXT MEETING

The date of the next meeting is Wednesday 12th January 2022 at 7.30pm.

The meeting closed at 9.00p.m.

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Attachment 5.3 Village Hall report (received after the meeting)

Bradfield St George Village Hall Management Committee
Chairperson's Report November 2021

Regular classes continue as normal with Restorative Yoga resuming on the first Thursday of the month. There is steady trickle of bookings for private social events, mainly children's parties.

The BBQ on Sept 24 was well attended and enjoyed by all.

The Firework event on November 5th was a huge success with the food selling out and the bar doing extremely well. Bucket donations towards the cost of the fireworks practically covered their cost. People came from far and wide to attend, with many from outside the village. A huge well done to all who worked hard to make it the success it was.

There is one Bradfield Night planned before Christmas on Friday December 3. There will be a bar and snacks as no one was available to cook hot food.

The next Bradfield Night will be in February 2022.

There will be a village carol event in the Village Hall on Friday 17 December run by the church

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Attachment 8.1

SUMMARY RECEIPTS & PAYMENTS					
FOR THE YEAR ending 31/3/22					
2021/22					
RECEIPTS			Actual	Budgeted	Variance
			£		
Precept			5,500.00	5,500.00	0.00
Wayleaves			0.00		0.00
Allotment rents			10.00	35.00	-25.00
Misc receipts			462.74		
Santander interest			0.38	10.00	-9.62
VAT			771.40		771.40
			<u>6,744.52</u>	<u>5,545.00</u>	<u>736.78</u>
PAYMENTS			Actual	Budgeted	Variance
Misc			0	0.00	0.00
Admin Misc -			35.00	100.00	65.00
Audit fees			158.00	300.00	142.00
BT line VH			343.80	550.00	206.20
Clerk's salary(inc tax)			554.56	2,350.00	1,795.44
Clerk expenditure			0.00	150.00	150.00
Donations			0.00	100.00	100.00
Footpaths			0.00	150.00	150.00
Grass cutting			0.00	300.00	300.00
Insurance			186.73	200.00	13.27
PCC			0.00	0.00	0.00
Repairs/maintenance			361.30	200.00	-161.30
SALC Training			0.00	100.00	100.00
Payroll service			0.00	50.00	50.00
Subscriptions			191.27	300.00	108.73
Stationery			0.00	100.00	100.00
VAT			100.36	0.00	-100.36
Vhall hire			60.00	100.00	40.00
Grants			0.00	250.00	250.00
Contingency			0.00	0.00	0.00
defib				65.00	
bin				180.00	
			<u>1,991.02</u>	<u>5,545.00</u>	<u>3,553.98</u>
Reconciliation of R. & P. Book			Santander account		
Balance b/f 01.04.21	£4,805.43		Balance b/f 1/4/21		£8,956.76
Receipts	£6,744.14		Receipts		£0.38
Payments	-£1,991.02		Payments		£0.00
	<u>£9,558.55</u>				<u>£8,957.14</u>
TOTAL - 2A/cs	<u>£18,515.69</u>				
Bank Reconciliation balances as at					
Lloyds Balance as at 30.09.21	£9,558.55				
less unrepresented cheques as at		£0.00			
		£9,558.55			
Santander balance as at 30.09.21	£8,957.14				
TOTAL Bank Reconciliation		<u>£18,515.69</u>			

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Attachment 8.7

Income		Year End 2020/21	Budget 2020/21	YTD 2021/22	Budget 2021/22	Variance 21/22	Budget 2022/2
Electoral roll			x £8.32				
Precept		5,400.00	5,400.00	5,500.00	5,500.00	0.00	5,500
Local Council Tax Support Grant							
interest		11.70	4.00	0.45	10.00	-9.55	1
VAT		293.64		771.40			
Wayleaves						0.00	0
Allotments		0.00	35.00	10.00	35.00	-25.00	35
Misc Receipts				462.74		462.74	
Consolidated stock							
Sub total		5,705.34	5,439.00	6,744.59	5,545.00	1,199.59	5,536
Expenditure							
Admin/ Misc		2608.88	100	35.00	100	65.00	100
Audit fees		155	300	158.00	300	142.00	250
BT Line VH		660	550	401.10	550		700
Clerk's Salary/HMRC payments		2,211.76	2,300.00	554.56	2,350.00	1,795.44	2350
Clerk's expenses			400.00		150.00	150.00	150
Donations S137/145			50.00		100.00	100.00	100
Footpaths etc.			150.00		150.00	150.00	0
Grass cutting & Tree work		575.00	300.00		300.00	300.00	300
Insurance		186.73	200.00	186.73	200.00	13.27	200
PCC - Churchyard upkeep			400.00		0.00	0.00	0
Repairs & maintenance		273.00	100.00	361.30	200.00	-161.30	400
Payroll Service		56.00	80.00		50.00	50.00	50
SALC Training			100.00		100.00	100.00	100
Subscriptions/ SALC		186.62	300.00	191.27	300.00	108.73	300
Stationery		0.00	120.00		100.00		100
VAT		771.80		111.82			
Village Hall S133			400.00		250.00	250.00	250
Village hall hire		20.00	120.00	60.00	100.00	40.00	120
Grant GPC S 1 LA 2011							
bin					180		0
defib					65		66
Sub Total		7,704.79	5,970.00	2,059.78	5545	3,103.14	5536

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Attachment 8.6

**BRADFIELD ST GEORGE PARISH COUNCIL
RESERVES POLICY**

APPROVED: 11 November 2021

REVIEW DATE: Nov 2022

The reserves of Bradfield St George Parish Council are held for the purposes of one or more of the following:-

- i. improving the quality of the Parish's amenities;
- ii. promoting the village and encouraging visitors by the use of all forms of communication;
- iii. strengthening and encouraging community cohesion; and/or
- iv. Optimising the Council's administrative costs, assets and income from assets;

and shall be allocated as follows:-

General reserves: Up to £5,500 being the level of the precept for the forthcoming year.

Village Projects Fund: £9,000.

Defib earmarked Fund £65

Locality Grant earmarked Funds for apple press and signage (£750+£264)

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