

BRADFIELD ST. GEORGE PARISH COUNCIL MEETING HELD  
AT BRADFIELD ST CLARE VILLAGE HALL ON WEDNESDAY 12<sup>th</sup> JULY 2023

Present: Cllrs P Squirrell (Chairman), C Croot, C Stainer, A Therin, G Mulley, T Wright & J Peck.  
C Hibbert (clerk). WSC Cllr S Mildmay-White.  
No members of the public.

*The meeting opened at 7.45pm*

**1. APOLOGIES**

N/a.

**2. PUBLIC FORUM**

N/a.

**3. INTERESTS**

**3.1 To receive Councillors' Declarations of Interest on any item in the agenda;** CC, GM & CS declared an interest in items 5.3 as Trustees of the VHMC; AT declared an interest in item 8.3 (expenses claim).

**3.2 To consider any applications for dispensations.** No dispensation applications were received.

**4. MINUTES OF THE PARISH COUNCIL MEETING DATED 7<sup>th</sup> JUNE 2023.** The minutes of the Council meeting held on 7<sup>th</sup> June 2023 were **UNANIMOUSLY APPROVED** and signed as a true and accurate record.

**5. REPORTS**

**5.1 Suffolk County Council report.** In the absence of SCC Cllr Soons, a copy of her report will be uploaded onto the website.

**5.2 West Suffolk Council report.** WS Cllr S Mildmay-White presented her report, a copy of which will be uploaded onto the website. There was discussion about current delays in the planning department and the Community Chest grant.

**5.3 Village Hall report.** The Chairman of the VHMC presented her report (copy attached).

**6. PLANNING AND APPEALS**

**6.1 To receive planning notifications.** No notifications received.

**6.2 DC/22/2206/ HYB Anglian Water, Hybrid planning application – re-consultation.** It was noted that additional information about overground elements of the proposal had been provided. It was **AGREED** that the Council would not comment further.

It was **NOTED** that an additional re-consultation (ref DC/23/0386/FUL Parish Re-Consultation in respect of a planning proposal; planning application - a. part demolition of existing barn (retention of hay barn) b. replacement steel barn adjacent to existing barn for storage of agricultural machinery at Agricultural Building, Bilfri Dairy, Felsham Road, Bradfield St George, Suffolk,) had been received after tonight's agenda had been issued. It was **AGREED** that a planning meeting would be called for Wednesday 19<sup>th</sup> July 2023 at 7.30pm to consider the Council's response.

**7 TO CONSIDER**

**7.1 Allotment update;** it was noted that Innovate (successor to Wood Monkey) has left the allotments; the relevant allotment tenancy remains in the name of the original tenant; Innovate have effectively confirmed that there is no intention to pursue a new water connection.

**7.2 Offer from Moyses Hall;** The Council has been invited to make a financial contribution to Moyses Hall which is seeking to purchase a thirteenth century brooch found by a detectorist in Bradfield St George for local display at the museum. Subject to confirmation that the Council has the power to use money for this purpose, it was unanimously **AGREED** that the Council should make a donation of up to £220 to Moyses Hall for this purpose.

**7.3 Footpath correspondence;** a complaint having been received from a resident about the overgrown footpath around Oakey Lea, the meeting heard that; (i) a report had been logged with SCC; (ii) SCC does maintain some but not all footpaths in the village by cutting these twice a year only; (iii) some landowners do cut the paths in between times out of goodwill - although there is no obligation on them to do so.

Signature.....

**7.4 Change of Broadband provider;** Plusnet are withdrawing from business broadband. Having considered other packages available, it was **AGREED** to switch to BT (£23.95pcm net 24 month).

**7.5 Defibrillator awareness session;** It was **AGREED** to book the defibrillator awareness session for Saturday 14<sup>th</sup> October (subject to trainer availability) and to promote the event locally.

**7.6 Community Emergency Plan.** Following discussion it was **AGREED** that the Council would prepare a simple emergency plan - AT to lead.

**7.7 To note compliance with The Pension Regulator scheme re-enrolment requirements.** Compliance **NOTED**.

## 8. FINANCES

**8.1 To receive and approve the financial summary to 30 June 2023 – copy attached);** received and **APPROVED**.

**8.2 To receive and approve the bi-monthly financial summary for May-June 2023;** received and **APPROVED**.

**8.3 To approve payments to be issued;** the following online payments were **APPROVED**.

Detail	Cheque no/online authorisation	Payment	Net	VAT	Gross
1.	Plusnet	DD	22.96	4.59	27.55
2.	Plusnet	DD	22.96	4.59	27.55
3.	VHMC –room hire	online	10.00		10.00
4.	AT – grass cut	online	321.75		321.75
5.	ICO	DD	35.00		35.00
6.	SALC- audit	online	169.00	33.80	202.80
7.	HMRC	online	110.00		110.00
8.	Clerk wage	Online	492.80		492.80
9.	Community Heartbeat Trust	Online	108.95	21.79	130.74

**8.4 To receive internal audit report for 22-23 and agree actions in response.** The internal audit report was received and **NOTED**. The action plan attached was approved.

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

9.1 SALC e bulletins June/July;

9.2 Info re Parish/Town Council Training on Planning (Development) - 19 July, 2023 - 6pm - 8pm

9.3 Info re Parish and Town Forum July 2023

## 10. DATE OF NEXT MEETING

The date of the next meeting is **Wednesday 19<sup>th</sup> July 2023** (planning) and **Wednesday 13<sup>th</sup> September 2023** at 7.30pm.

*The meeting closed at 9.00pm.*

## Attachment to item 5.3 Bradfield St George Village Hall Management Committee -Chair's Report to the Parish Council July 2023

Since my last report use of the village hall has been steady:

- 2 Bradfield Nights (June and July) both of which were well attended and enjoyed by all. The July one was the first barbeque of the year.
- A few private bookings
- The regular yoga class which this year is continuing throughout the summer.
- 2 quiz nights and one coming up this weekend. The pizza van's attendance at Quiz nights has been unreliable of late but he has assured that he is coming this weekend! We are looking at other options should he let us down in the future.

Signature.....

We are still waiting for the electrician to install the new lighting and we have begun planning the bar refurbishment, albeit we are still in the early stages.

There is no Bradfield Night in August or September as we have a Beer Festival on bank holiday Saturday 26 August from 4pm with a live music, bouncy castle, BBQ and a selection of local beers and ciders as well as the regular bar. Something for everyone!

There is no quiz night in August and the next one (after this Saturday) is 16 September.

We looking into a Barn Dance for April 2024.

CS - July 12 2023

**Attachment 8.1**

**SUMMARY RECEIPTS & PAYMENTS  
 FOR THE YEAR ending 31/3/24**

<b>RECEIPTS</b>	2023/24		Variance
	Actual	Budgeted	
	£		
Precept	5,500.00	5,500.00	0.00
Allotment rents	0.00	50.00	-50.00
Misc receipts	0.00		
Gmt	0.00		
Santander interest	15.16	6.00	9.16
VAT	193.12		193.12
	<u>5,708.28</u>	<u>5,556.00</u>	<u>152.28</u>

<b>PAYMENTS</b>	Actual	Budgeted	Variance
Misc	0.00		0.00
Admin Misc -	75.00	100.00	25.00
Audit fees	0.00	200.00	200.00
BT line VH	68.88	350.00	281.12
Clerk's salary(inc tax)	0.00	2,500.00	2,500.00
Clerk expenditure	0.00	100.00	100.00
Donations		150.00	150.00
Footpaths		0.00	0.00
Grass cutting	0.00	350.00	350.00
Insurance	0.00	350.00	350.00
PCC		0.00	0.00
Repairs/maintenance	0.00	500.00	500.00
SALC Training	0.00	100.00	100.00
Payroll service	0.00	60.00	60.00
Subscriptions	207.46	250.00	42.54
Stationery	0.00	100.00	100.00
VAT	13.77		-13.77
Vhall hire	40.00	120.00	80.00
Grants	0.00	250.00	250.00
Contingency		0.00	0.00
defib	0.00	76.00	
bin			
	<u>405.11</u>	<u>5,556.00</u>	<u>5,150.89</u>

<u>Reconciliation of R. &amp; P. Book</u>		<u>Santander account</u>	
Balance b/f 01.04.23	£5,458.63	Balance b/f 1/4/23	£8,976.38
Receipts	£5,693.12	Receipts	£15.16
Payments	-£405.11	Payments	£0.00
	<u>£10,746.64</u>		<u>£8,991.54</u>
<b>TOTAL - 2A/cs</b>	<b><u>£19,738.18</u></b>		

Bank Reconciliation balances as at

Lloyds Balance as at 31.06.23	£10,746.64
<b>less unrepresented cheques</b>	
	£0.00
	<u>£10,746.64</u>

Santander balance as at 07.06.2    £8,991.54

**TOTAL Bank Reconciliation    £19,738.18**

Signature.....

**Attachment 8.4**

**Internal audit report 22 -23 action plan – Bradfield St George**

The 23 24 Internal audit report made a few findings; the suggested Council response is noted below:-

Ref	Audit finding	Proposed Council response
5	Earmarked reserves (village projects) to be held for a genuine and intended purpose and subject to regular review	Review reserves policy November 2023
6	No paperwork for some receipts	Secure paper trail regarding money paid directly into bank account
14	No Councillors interest on PC website	Provide link to WSC website registers interests after 16/6/23

Signature.....