

BROME and OAKLEY PARISH COUNCIL

Minutes of a Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 11 April 2016** in Brome and Oakley Village Hall.

PRESENT: Councillors Ursula Halton (Chairman), Charles Doe, David Hardaker, Mark Prior and John Parry. Also in attendance Sarah Foote (Clerk), Mid Suffolk District Councillor David Burn (left 20.15), Suffolk County Councillor Jessica Fleming (arrived 20.00, left 20.12)

The Chairman opened the meeting by expressing sympathy for the two residents of Oakley who had been affected by a fire to their home. The Clerk was requested to write to convey this message from the Parish Council.

1. Apologies for absence

None.

2. Declarations of pecuniary and other interests from members on any item to be discussed and requests for dispensations. There were no declarations.

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

4. Approval of minutes

The minutes from the meeting of 14 March 2016 were agreed as a true record by those present.

5. Matters arising from minutes of 14 March 2016

565/8A – Cllr Prior would chase a local landscaping contractor for a quotation on the levelling and seeding of the redundant allotment land.

PUBLIC FORUM

Mid Suffolk District Council - Cllr Burn reported that as of today, 11 April, and from the point permission was granted the District Council would start to charge Community Infrastructure Levy. Cllr Burn gave details of CIL would be calculated and also reported on the possible devolution bid.

Suffolk County Council – Cllr Fleming reported that she would be attending a public transport forum to understand more about the changes in public transport provision. Verge cutting would start in May and June, twice for A roads and once for B and C roads. An independent firm had provided an executive summary of the recent Fire and Rescue consultation and this was available on the Suffolk County Council website.

There were no members of the public present.

7. Planning

a) The following planning applications were considered:

Reference	Location	Application Details
0585/16	The Oaksmere Hotel, Rectory Road Brome	Retrospective application for retention of removal of listed outbuilding at rear of the west wall of kitchen garden
It was unanimously agreed to recommend support for this application		
0605/16	The Oaksmere Hotel, Rectory Road Brome	Reinstatement of two sections of kitchen garden wall. Alterations to kitchen garden wall to create widened opening, removal of piers, erection of brick piers and installation of gates (listed building consent)
It was unanimously agreed to recommend support for this application subject to Conservation Officer's comments and the use of materials which match existing.		
0604/16	The Oaksmere Hotel, Rectory Road Brome	Reinstatement of two sections of kitchen garden wall. Alterations to kitchen garden wall to create widened opening, removal of piers, erection of brick piers and installation of gates.
It was unanimously agreed to recommend support for this application subject to Conservation Officer's comments and the use of materials which match existing.		
0614/16	The Oaksmere Hotel, Rectory Road Brome	Demolition of remaining part of garden outbuildings
It was unanimously agreed to recommend support for the application subject to due care being taken to protect existing garden wall.		

Signed Chairman Clerk

Date

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- b) There were no planning determinations to note.
- c) Other planning matters – the Appeal to Listed Building Enforcement Notice with regard to the Oaksmere Hotel was noted. Councillors noted that more time had been requested to remove the suspended ceiling with the dining room.

8. Allotments

- a) Rentals – it was agreed there would be no increase in the allotment rentals for the 2016/17 year.
Action: Clerk to send allotment renewals.

- b) Risk Assessment – was reviewed and it was agreed no amendments were necessary.

9. Vehicle Activated Sign

- a) Two Quotations for the supply of a Vehicle Activated Sign were considered (as per the County Council's preferred suppliers). It was agreed to purchase the RADARLUX Tempodis 230 SI VAS at a cost of £2236 plus £500 for batteries and additional software. It was noted that this model was being supplied by a company in Germany and the Clerk would investigate the necessary arrangements for transfer of payment.

- b) Suffolk County Council's Memorandum of Understanding for the operation of the scheme was considered and accepted by the Council. This document was duly signed by the Chairman and a copy would be provided to the County Council.

- c) The Risk Assessment for the Parish Council to install and remove the VAS was considered and accepted by Councillors.

10. Finance

- a. The Council's financial statement of Community Account at £7,470 and Business Premium at £3,931 was noted.

- b) There were no payments to make.

11. Correspondence

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

Date received	From	Subject
29.03.16	Suffolk Association of Local Councils	LAIS 1389 Broadband
21.03.16	Suffolk Constabulary	Parish Council Newsletter March 2016
18.03.16	Suffolk Association of Local Councils	LAIS 1388 Planning Changes
It was agreed that Cllr Halton would respond to the above consultation on behalf of the Parish Council		
11.03.16	Mid Suffolk District Council	Town and Parish Newsletter
10.03.16	Suffolk Association of Local Councils	Smaller Authorities Audit Appointments – Third Communication
10.03.16	Suffolk Association of Local Councils	Section 137 Limit
02.03.16	Suffolk Association of Local Councils	Annual Training Programme

12. Consultations

Please refer to Planning Changes as detailed in correspondence above.

13. Reports

- a) Brome and Oakley Village Hall – Cllr Parry reported that the Village Hall been awarded a grant from Wind Turbine Fund of £2,600 which would be used for five new windows and a new door.

- b) Suffolk Association of Local Councils – no report.

14. Urgent Matters

Pothole at rear of Oaksmere was deepening. *Action: Clerk to report to Suffolk County Council Highways*
Sign at bottom of Buck Lane was still missing. *Action: Clerk to report to Mid Suffolk District Council.*

15. Date of next meeting and agenda items

Date of next meeting: Monday 9 May 2016.

21.00 Meeting Closed

Signed Chairman Clerk

Date