

# BROME and OAKLEY PARISH COUNCIL

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

**PRESENT:** Councillors Ursula Halton (Chairman), Charles Doe, David Hardaker and John Parry Also in attendance Sarah Foote (Clerk), Mid Suffolk District Councillor David Burn (arrived 19.40, left 20.27) Jessica Fleming (arrived 20.17, left 20.27).

**1. Apologies for absence**

Apologies were received and accepted from Cllr Mark Prior.

**Condolences were expressed to Cllr Prior and his family on the sad passing of Mrs Sue Prior. Mrs Prior had played a very active role in village life and would be sadly missed by the whole community.**

**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 meetings of 29 October 2015 and 30 November 2015 were agreed as a true record by those present.

**5. Matters arising from minutes of 29 October and 30 November 2015**

There were no matters arising that would not be covered on the agenda for tonight's meeting.

**6. PUBLIC FORUM**

Item 18 was brought forward to be considered whilst District Councillor Burn was present. The future viability of the operation of the Brome Community Recycling Centre was discussed including the District Council and County Council involvement. The Parish Council had sought legal advice on what, if any, role they may be able to play. The advice is attached is appended to the minutes. It was agreed that, due to no appropriate powers, the Parish Council's future involvement with the CRC would be very limited.

**7. Planning**

a) The following planning determinations were noted:

2326/15	The Oaksmere Hotel, Rectory Road, Brome	Erection of marquee for functions.
Planning Permission had been GRANTED with conditions restricting the use to 30 events per year and no more than one event in seven consecutive days.		
3353/15	Four Oaks Park, Eye Road Brome	To site one static mobile home in location of current site office. Mobile to be occupied full time by member of staff. Relocation of site office to location of existing but redundant from use toilet and shower building. Existing toilet and shower building to be demolished
Planning permission had been REFUSED		
3832/15	The Swan, Norwich Road, Brome	Erection of detached single storey building to provide eight bedroom accommodation with associated car parking and treatment plant
Planning Permission had been GRANTED		

b) No other planning matters.

**8. Co-option to Parish Council**

No applications had been received.

**9. Highways**

**Provision of Vehicle Activated Signs** - Data had been received from Suffolk County Council Highways which demonstrated a speeding issue in Brome Street. Therefore, in principal, it was agreed to purchase a vehicle activated sign to be deployed on rotation at two locations in Lower Oakley and one location in Brome Street. It was agreed the Clerk would provide research the exact costings and obtain the County Council's Memorandum of Understanding on the use of the VAS for consideration at the next meeting.

Action: Clerk.

Signed [Signature] Chairman ..... Clerk  
 Date 8 Feb 2016

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## 10. Telephone Kiosk

Cllr Parry had raised the matter of relocating the phone kiosk to inside the Village Hall car park at the last village hall meeting. For various reasons, it seemed unlikely that the kiosk could be moved to this location. However, interest had been shown via the Facebook page for the kiosk being used as a Book/CD exchange and several parishioners have volunteered to keep the kiosk clean and tidy. It was agreed that the kiosk needed to be 'levelled' before it could be painted. It was hoped that Cllr Prior may be able to take on the task of levelling the kiosk at a date convenient to him. *Action: Cllr Prior.*

Cllr Hardaker suggested that as the kiosk was a Jubilee Edition the Parish Council should seek a valuation and adjust the insurance for the kiosk appropriately. *Action: Clerk and Cllr Hardaker.*

20.20 County Councillor Jessica Fleming arrived and gave her report which included details of the Greenest County Awards. The broadband voucher system had been made available for those not likely to get faster broadband within the next year. Cllr Parry reported that people in Brome Street may be able to access faster broadband through the green box, and at a small cost, located at the end of Rectory Road and should contact BT for further details. Cllr Parry and Cllr Fleming also discussed a grant of £250 for the village towards Queens 90<sup>th</sup> Birthday celebration.

## 11. Allotment Land/Play Equipment

a. Change of use of the land – the Clerk confirmed she had consulted with an MSDC Planning Officer and planning permission should allotment land to recreation would be required should the project to erect play equipment on the spare allotment land proceed. .

b. Costs for the provision of play equipment were considered. It was agreed to ask one possible supplier to visit site to give a more detailed quotation of what equipment could be installed on the piece of land. Councillors also discussed the possibility of trees and benches being included in the scheme. *It was agreed the Clerk and Cllr Hardaker would meet with the play equipment manufacturer.*

## 12. Procedural

External audit – the Clerk explained the changes to the audit system which would take place in 2017/18 The Sector Led Body (NALC) offer for audit provision was considered and it was agreed that the Parish Council would not opt out at this stage and await further details of the contract arrangements and costs involved should an external audit be called after 2017.

## 13. Finance

a. The Council's financial statement of Community Account at £9, 048 and Business Premium at £3,931 was noted.

b) The following payments were considered and agreed:

Amount	Payee	Details	Chq No
£694.73	Sarah Foote	Clerk's Salary October, November, December 2015	100339
£17.40	HMRC	PAYE October, November and December 2015	100340
£47.77 inc £2.41 VAT	Sarah Foote	Clerk's expenses October, November, December 2015	100341
£149.00	Society of Local Council Clerks	Annual Subscription	100342
£4.25	Anglia Book Keeping	Payroll Service	100343

c) The Budget for 2016/2017 was discussed and agreed. It was unanimously agreed to submit a Precept request to the District Council of £6,500.

## 14. Correspondence

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

Date received	From	Subject
21.12.15	Suffolk Association of Local Councils	Shaping the Future of Suffolk Fire and Rescue Service – Public Meetings 2016
18.12.15	Suffolk Police Change Team	Parish Council match funding for PCSOs

Signed .....  
Date .....

Chairman .....

..... Clerk

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18.12.15	Community Action Suffolk	Most Active Communities Competition 2016
17.12.15	Suffolk Association of Local Councils	Council Tax Referendums
15.12.15	EPR (Eye Power Station)	Minutes of Local Liaison Committee Meeting
Cllr Parry offered to attend the next meeting. <i>Action: Clerk to inform EPR.</i>		
07.12.15	Suffolk Association of Local Councils	Suffolk Policing Review
07.12.15	Headway Suffolk	Donation Request
16.11.15	Eye and District Volunteer Centre	Donation Request

**15. Consultations**

None.

**16. Reports**

a) Brome and Oakley Village Hall – Cllr Parry reported that Mrs Sue Prior’s death had affected the Village Hall Committee and positions had been re-organised until the AGM. The Village newsletter had included details of events in the Village Hall and the Facebook page was very active.

b) Suffolk Association of Local Councils – Area Meeting dates had been provided to Cllr Halton who was the Parish Council’s representative.

**17. Urgent Matters**

It was requested the Clerk report the following matters to Suffolk County Council Highways:

Water standing in the road outside Low Farm, Low Road Oakley.

Loose kerb outside the Old Forge in Brome Street.

Pot holes near to Cotterels on Low Road Oakley and behind the back gate of The Oaksmere.

18. This item was considered earlier in the meeting.

**19. Date of next meeting and agenda items**

Date of next meeting: **Monday 8 February 2016.**

**21.20 Meeting Closed**

Signed ..... *N. Halton* ..... Chairman ..... Clerk  
 Date ..... *8 Feb 2016* .....