BRADFIELD ST CLARE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD ON 13 FEBRUARY 2024 AT 7PM IN THE VILLAGE HALL

Parish Councillors present: Chair Cllr John Kirk, Cllrs Malcolm Hignett, Sue Partridge and Alex Duchesne. Parish Clerk, Nicola Sturgeon. Borough Cllr Sara Mildmay-White present. County Cllr Karen Soons sent her apologies. Two members of the public present.

1. Apologies for absence: Cllr Paul Foster sent his apologies due to work commitments.

2. Declarations of Interest: no declarations of interest.

3. Minutes: Cllrs considered the draft Minutes of the meetings on 14 November 2023 and 30 November 2023. Cllr Kirk proposed that both Minutes were an accurate record of the meetings and Cllr Hignett seconded. All Cllrs present agreed.

4. Matters arising:

Matter	**Update**	**Any next steps**
Planning: DC/23/1877/LB – Pitchers Green Farm.	Approved	No further action required.
Remaining Jubilee monies	There remains £770.98 in this fund and it needs to be used by March 2024. The monies are not held by the Parish Council (held by Village Hall), and as such are not under the power of the PC. The PC have suggested if the monies were not going to be used then 2 grit bins which the Locality Officer has said it would be appropriate to use the monies for.	The Chairman of the VH kindly confirmed that the VH Committee had confirmed with the Locality Officer that the £770.98 can and therefore will be spent towards new tables/chairs for the VH. ***3 replacement grit bins needed in the village will be funded via the PC and hopefully a locality budget from the County Cllr. Clerk will update at next meeting.***
Speed Limits	Reported within Minutes throughout the year. Ongoing matter.	Clerk continues to liaise with County Cllr and Highways about this and will

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		2/2024 update when we have next steps/time frame.
Anglian Water pipeline works in the village	AW have confirmed that they will be commencing de-vegetation work on private land, and into March they will be looking to commence land drainage activities and construction for the remainder of the year.	(1) Try to set up a village meeting, but AW not available for a Saturday meeting. Cllrs to advise of dates for a meeting so that Clerk can put them forward to AW; (2) Clerk is happy to email questions from Cllrs and villagers across to AW in absence of a meeting, or as well as a meeting.
Anglian Water Treatment Plant near the Village Hall	Earlier in the year the PC asked the Clerk to enquire with AW and try to obtain (1) Maintenance and schedule records for the last 25 years, as there is a suspicion that the frequency of emptying has decreased causing the foul odours (do request under a FOI if necessary); (2) Enquire whether the alarm on the aerator pump has been repaired; (3) How many homes in the village are served by the plant?	Written twice with no response. FOI request letter sent on 10 February and awaiting a response. Will update at next meeting.
Verges at Pitchers Green	Clerk has been in contact with various agencies including Police and Suffolk County Council Highways.	Ongoing matter. Update at next meeting after the various agencies have spoken with each other and agreed a way forward.

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5. County Cllr and Borough Cllr reports:

County Cllr Karen Soons report on village website at bradfieldstclare.onesuffolk.net/

Borough Cllr report from Cllr Sara Mildmay-White for February 2024:

(a) West Suffolk Local Plan submission draft consultation: Final round of consultation will commence on 30th January 2024. The plan has been shaped by the first stage of public consultation in 2020 and the preferred options consultation in 2022. This final submission stage draft builds on evidence from the hundreds of representations received and will form a legal test of the plan ahead of submitting it to the Secretary of State. The new local plan will allocate sites for 5,211 new homes alongside the 9,075 homes that already have planning permission and a windfall allowance of 1,200 homes. The total number it needs to deliver over the plan period to 2040 is 13,702 but the plan deliberately over allocates to allow for flexibility over that period. The local plan also makes provision for 86 hectares for employment growth.

(b) Mildenhall Jobs and Skill Fair: Wednesday 14th February 10-12.30pm at Mildenhall Hub.

(c) West Suffolk grass cutting: The council intends to invest around £200,000 on enlarging the team and equipment to improve the grass cutting and maintenance of open spaces. This will ensure that the target of three weekly cycle of cuts, traditionally between March and October will not be reduced. Between March and October WSC was carrying out grass cutting and operations across 308 hectares (761 acres) of public open space. This included trialling new ways to encourage biodiversity.

(d) West Suffolk business support and funding: A range of schemes and grants have been established to help businesses grow and thrive in West Suffolk. To help businesses the Growth Hub Business Support service offers free advice and support for businesses who have been trading for over 12 months. There are a variety of Greener Business Grants to help local small and medium enterprise reduce their energy and save money. To find out more, contact www.economic.development@westsuffolk.gov.uk

(e) Suffolk Archives: Following the new administration's decision not to proceed with the Western Way development, SCC have announced that they will be closing the Bury St Edmunds Records Office and centralising all records at the Hold in Ipswich. This is very disappointing as previously WS had an agreement with SCC for the records to remain in West Suffolk and be part of the Western Way development.

(f) Suffolk Climate Action Community Match Funder: This fund is designed to assist charities, community interest companies, parish councils, voluntary groups and other not for profit organisations who wish to deliver carbon reduction projects that contribute to Suffolk's Climate Emergency Plan and our work towards a net zero Suffolk. The fund will support up to 50% of costs (up to a maximum of £10,000) for applications demonstrating that others in the community support

the project in the form of contributions from a minimum of two other sources (not including your own funds) to make up the remaining project costs.

What can we fund?

- Promoting walking and cycling
- The use of sustainable/recycled materials
- Raising awareness of climate change through events and campaigns
- Energy projects
- Bike to school buses
- and more! www.greensuffolk.org

(g) Council Tax 2024/25: At its meeting on 6 February 2024, Cabinet recommended that the band D council tax level for 2024 to 2025 is set at £197.82, which represents an increase of £5.76 (3 per cent) compared to 2023 to 2024. The budget is due to be discussed at WSC council meeting on Tuesday 20th February.

6. Public Forum:
Members of the public had no questions to ask.

7. Correspondence: (all correspondence has been forwarded to Cllrs ahead of the meeting);
(i) West Suffolk Council Local Plan. It will "guide where new homes can and cannot be built and sets aside land to support the growth and new and existing business". Residents can view the plan and give feedback up until 12 March 2024. View the plan at westsuffolk.exhibition.app or can ask questions by phone on 01284 757368 or by email to planning.policy@westsuffolk.gov.uk
Clerk will put a poster with details on the village notice board and information cards will be left in the village hall so that users can pick them up and take them home with the contact details.

8. Clerk's report:

Clerk advised Cllrs if the governments increase of the minimum wage (also known as the national living wage). It is increasing in April 2024. Clerk is currently paid £10.86 per hour. The minimum wage will be rising to a minimum of £11.44 per hour. To keep the Parish Council as an employer adhering to these changes Clerk was asking Cllrs to approve the increase in salary to £11.44 per hour as from 1 April 2024. Chair proposed the increase and Cllr Partridge seconded and all Cllrs present approved the raise in hourly rate to meet the minimum wage of £11.44 per hour as of 1 April 2024.

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(i) Schedule of payments:

BSC VH	91.00	hall hire	chq485	LGA1972
N Sturgeon	390.96	salary	chq486	LGA1972

All Cllrs present approved the payments.

(ii) Accounts from 1 April 2023 to date:

Income		
1 April 2023	Precept	3335.00
Expenditure		
9 May 2023	SALC membership	115.62
	N Sturgeon salary	390.96
11 July 2023	N Sturgeon salary	260.64
4 September 2023	N Sturgeon salary	130.32
	Village Hall – Grapevine	100.00
	PCC – grass cutting	120.00
	A Spall – grass cutting	200.00
	M Morley – grass cutting	100.00
	WSC – parish election costs	81.91
3 November 2023	N Sturgeon salary	423.54
	ICO annual data fee	40.00
	PC insurance	252.74
	CAS website annual fee	60.00
13 February 2024	Village Hall hire fee	91.00
	N Sturgeon salary	390.96

		2757.69

9. Cllrs reports: no reports for this meeting.

10. Date of next meeting: 14 May 2024 (Annual Parish Meeting followed by Annual Parish Council Meeting) starting at 7pm in the Village Hall.

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