BRADFIELD ST CLARE PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

HELD ON 9 MAY 2023

AT 7.15PM IN THE VILLAGE HALL (FOLLOWING ON FROM THE ANNUAL PARISH MEETING)

Parish Councillors present: Chair Cllr John Kirk, Cllrs Malcolm Hignett, and Sue Partridge. Parish Clerk, Nicola Sturgeon, present. Borough Cllr Sara Mildmay-White and County Cllr Karen Soons both present.

Three members of the public were present.

1. Election of Chairman and Vice Chairman:
   Cllr John Kirk indicated that he was happy to continue as Chairman unless any other Cllr wished to me Chairman.
   Cllr Hignett proposed and Cllr Partridge seconded that Cllr Kirk become Chairman.
   With regards to Vice Chairman, it was felt that Cllr Foster may wish to continue in that role but as he was not at the meeting it would be clarified with him at the next meeting.

2. Signing of Acceptance of Office Forms:
   Cllrs present signed their Acceptance of Office Forms, after the recent local elections on 4th May. Clerk counter signed and will hold these documents within the PC records.

   Cllrs have been sent their Register of Interest forms, received by West Suffolk Council, and have/will duly complete. The Clerk will also sign these documents and send the Register of Interest forms to West Suffolk Council.

3. Apologies for absence: Cllrs Duchesne due to prior commitments. Unfortunately, Cllr Foster was unwell and unable to attend. Apologies accepted.

4. Declarations of Interest: no declarations of interest for any of the Agenda items.

5. Minutes of Meetings: To consider and approve the Minutes of the meeting on the 28 March 2023. Cllr Kirk proposed that they were a true and accurate record of the meeting and Cllr Hignett seconded.

6. Matters arising:
   Cllrs reported that they believed that the traffic monitors are up for the speed survey, but the Chairman thought that there was a monitor location that had been discussed with the Highways Engineer at the meeting in March that he did not think

was in place and it would be an important place to monitor the speed and volume of traffic. Parishioners at the meeting agreed with him Chairman (see public forum). It was agreed that the Chairman would email his concerns over this to County Cllr Karen Soons (Clerk would also email to her the maps produced by SCC) as she has an informal meeting on Friday with the Minister for Transport and Highways where another matter was being discussed but she could raise this an informal manner at that meeting and try to get some responses. It was agreed that the concerns raised in the public forum would also be emailed to County Cllr Soons by the resident concerned. The worry is that the information on the speed survey would be incomplete and therefore not a true reflection of what is happening in the village with the speed and flow of traffic (particularly given the development of a larger number of new homes in neighbouring village of Cockfield and the logical route out to Bury St Edmunds being along Bury Road, Bradfield St Clare).

7. Borough and County Cllr Reports:

Borough Councillor – Sara Mildmay-White

My thanks to all who have given me such support over the recent district election. It is always a pleasure canvassing and talking to many of our residents. Unfortunately, the weather was not kind this year and standing on the doorstep in a gale or driving rain is not conducive to a long conversation. I was delighted to be returned as your councillor for West Suffolk. I was elected with 455 votes against the Labour candidate with 233. The turnout for Rougham Ward was 38%. The turnout for West Suffolk District Council elections 2023 was 30.44%.

The make up of the new Council is as follows: Independent 10, Labour Party 17, Liberal Democrat 1, Conservative 26, Green Party 1, West Suffolk Independents 9. So an interesting Council with no party having overall control.

County Cllr Karen Soons

Full report can be seen on the village website at bradfieldstclare.onesuffolk.net

8. Public Forum

Parishioners raised concerns about the traffic survey and the area of Bury Road where she lives along with four other households which being subjected to increased traffic from new build homes in Cockfield who use that part of Bury Road as a route into Bury St Edmunds, both the number and speed of traffic has increased significantly (see Item 6 'Matters arising' where it was discussed and it was agreed that these concerns would be emailed to Karen Soons ahead of her informal highways meeting on Friday 12 May).

Parishioners agreed with comments made by Chairman regarding the lack of siting of the traffic monitor.

Potholes and some resurfacing works are currently going on in the village all the way up from Cockfield and along Bury Road in the village. Issues raised regarding the workmen looking for places to park up their vehicles overnight, but also that

they had that day stopped work at 2pm (weather conditions were good that afternoon and they could have continued working). Is this not a waste of tax payers money if the contractors/sub-contractors are going to stop work at 2pm! County Cllr Karen Soons asked for details to be emailed to her and she will look into this/raise this with the Highways Department.

9. Correspondence (all correspondence has been circulated to Cllrs)

10. Clerk's Report:
    i. To consider and approve the grass cutting payments for 2023/24;
    Cllrs considered the payments as follows:-

PCC (contribution to cutting of churchyard)	£120
A Spall	£200
M Morley	£100

    Chair Cllr Kirk proposed the payments be approved for 2023/24 and Cllr Hignett seconded

    ii. To consider and approve schedule of items awaiting authorisation;

    Income

West Suffolk Council	3335.00	Precept

    Schedule of Invoices

SALC	115.62	Annual Membership	chq472	LGA 1972
N Sturgeon	390.96	salary from 15/02/23	chq 473	LGA 1972

    All Cllrs present approved the payments.

11. Annual review and approval of PC Standing Order and Financial Orders
    Clerk had checked the SALC website and the model Standing Order and Financial Orders and there were no amendments to be made to the PC documents. Cllrs agreed an further annual review in 2024.

12. Grit bins in the village
    Following on from discussion it was agreed that (a) Clerk would seek to get a map from SCC locating where each grit bin in the village is supposed to be, and (b) once we had that map Cllr Partridge would then go along and assess each grit bin. It may be that the PC replaces some but not all in this financial year but it would need to be determined if that was a viable option as some grit bins were very damaged. It was thought that the damage, at least to some of the grit bins, happens when the hedge

trimming happens so further thought will need to be put into that and discussed at next meeting.

13. Annual Governance and Accountability Return 2022/2023
    i. To consider and approve Certificate of Exemption for 2022/2023;
    Certificate shows total gross income for 2022/23 as £3484.01 and total gross expenditure as £3128.20 which accorded with the cashbook. Cllrs present agreed the Certificate of Exception for 2022/23 and the RFO and Chairman duly signed the certificate.

    ii. To consider and approve Annual Internal Audit Report 2022/2023;
    This had taken place on 23 April 2023 and no matters were highlighted.

    iii. To consider and approve Annual Governance Statement 2022/2023;
    Cllrs present approved and Chairman and Clerk duly signed.

    iv. To consider and approve Accounting Statement 2022/2023;
    The RFO had provided Cllrs with the Accounting Statement ahead of the meeting together with the 2022/23 cashbook. All Cllrs present approved the Accounting Statement 2022/23 and the Chairman duly signed.

14. Cllrs Reports:
    Cllr Hignett enquired if the Clerk had received any comments from villagers now that the street lights are being dimmed in the evening and some are being turned off completely overnight. *Clerk confirmed that she had received no comments at all.*

15. Date of next meeting: 11 July 2023 at 7pm in the village hall.

Meeting closed: 8.50pm