

# BROME and OAKLEY PARISH COUNCIL

Minutes of Meeting of Brome and Oakley Parish Council held at 7.30 pm on Monday 11 March 2024  
Brome and Oakley Village Hall.

PRESENT: Councillors Roger Broughton, Isobel Demanget (Chairperson), Kelly Keeley, Tom Pace, John and Parry. Also in attendance the Clerk.

1. Apologies for absence – Apologies were received and accepted by the Council from Cllrs Doe, Prior and Stockham.
2. Declarations of pecuniary and other interests from members on any item to be discussed and requests for dispensations

Cllrs Broughton, Pace and Parry declared an interest in matters relating to the Village Hall.

### 3. Public Forum

No one present

### 4. Minutes of the last meetings

- a. The minutes of the meeting of 12 February 2024 were approved and signed by the Chairperson
- b. Matters arising from the minutes of the meeting of 12 February 2024 – a successful bird box building event had taken place.

### 5. Planning

- a. The following planning applications were considered:

Ref	Location	Application
DC/24/00729	Brome Cottage, 30 Eye Road, Brome	Erection of porch extension – Listed Building Consent

This and the following application were considered together.

It was proposed to recommend to refusal due to inconsistencies in the application and design and access statement and size and scale of the extension. This proposal was not carried (two votes for, three against) . It was further proposed to recommend approval subject to confirmation if the applicant had sought pre-application advice (design and access statement suggest this has been sought but the application form does not). This proposal was carried (three votes in favour, two against).

DC/24/00728	Brome Cottage, 30 Eye Road, Brome	Erection of porch extension
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See recommendation above.

- b. There were no planning determinations to note.

- c. Other planning matters – none.

6. Community Speed Watch Scheme – four volunteers had come forward. A minimum of six were needed. It was agreed to publicise in the village magazine and seek the required number of volunteers before the scheme could progress further.

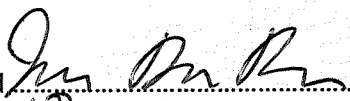
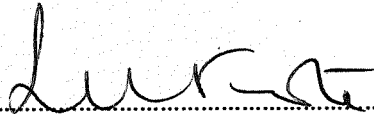
### 7. Allotments

- a. It was agreed to issue a renewal for plot one to be cultivated as allotment land and an invoice for a further year of the grazing licence subject, for the remainder of the allotment site, subject to agreement that the land would be kept in a tidy state. Both to be issued at the same cost as 2023 fees.

### 8. Finance and Governance

- a. The current financial position was noted as £7,850 in the current account and £4,010 in the business saver account. The CIL reserve was £7,265.38.

- b. It was unanimously agreed to make the following payments:

Signed  ..... Chairperson  ..... Clerk  
Date 13-05-2024 .....

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Amount	Payee	Details
£31.10	Sarah Foote	Clerk's expenses January/February/March 2024
£2,472.00	Community Heartbeat Trust	Defib – Brome West
£5.40	Sword and Trowel Ltd	Payroll service
£263.07	Huws Gray	Village Hall project (CIL)
£154.44	CTS DIY and Building Supplies	Village Hall project (CIL)
£20.99	Screwfix (Trade UK)	Village Hall project (CIL)

c. The following documents were reviewed:

- i. Standing Orders – agreed to adopt with no amendments
- ii. Financial Regulations – agreed to adopt with no amendments. It was noted that a new model Financial Regulations was due for publication imminently.
- iii. Statement of Internal Control – agreed to adopt with no amendments.
- iv. Risk Register – agreed to adopt with no amendments.

d. It was agreed to appoint Trevor Brown for the internal audit year ending 31 March 2024 and the scope of work was approved.

e. The CIL expenditure report was noted.

## 9. Correspondence

The following items of correspondence were noted:

Date	From	Subject
05.03.2024	Babergh Mid Suffolk Councils	NSIP and large-scale energy developments update March 2024
01.03.2024	Suffolk Association of Local Councils	Local Councillor Magazine
29.02.2024	Suffolk County Council	Local Transport Consultation
29.02.2024	Babergh Mid Suffolk Councils	Town and Parish Update March 2024

10. Urgent Matters and matters for report – Cllr Parry would attend the first meeting of the Eye Power Community Fund on 20 March.

11. Date of next meeting – Monday 8 April 2024. Consideration of .gov email addresses for the Council and Councillors.

Meeting closed: 20.27

Signed  Chairperson  Clerk  
Date 13-05-2024