

BROME and OAKLEY PARISH COUNCIL

Minutes of Annual General Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 9 May 2022 at Brome and Oakley Village Hall**

PRESENT: Councillors Roger Broughton, Isobel Demangeat, Kelly Keeley, Tom Pace, John Parry and Mark Prior. Also in attendance the Clerk.

1. Election of Chairman

It was proposed and unanimously agreed the Cllr Demangeat be elected as Chairman. Cllr Demangeat duly signed a declaration of acceptance of office.

2. Apologies for absence – apologies were received from Cllrs Charles Doe and Ursula Halton accepted.

3. Declarations of pecuniary and other interests from members on any item to be discussed and requests for dispensations – Cllrs Keeley, Prior, Pace, and Parry declared a non-pecuniary interest in matters relating to the Village Hall.

4. New model Code of Conduct

A revised code of conduct had been recommended for adoption by the Local Government Association and the National Association of Local Councils. It was agreed that adoption of the revised code would be considered further after Councillors had attended training on 20 June. The Clerk would arrange for all Councillors to attend the training which was being held via Zoom.

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

6. Appointments

a) Vice Chairman – it was unanimously agreed to appoint Cllr Parry

b) Responsible Financial Officer – it was unanimously agreed to appoint Sarah Foote (Parish Clerk)

d) Banking arrangements and bank signatories – it was unanimously agreed that Cllrs Parry, Prior and Doe were appointed as bank signatories. Cllr Parry would process the application for Cllr Doe to access the online banking facility.

e) Internal Controller - it was unanimously agreed to appoint Cllr Broughton

f) SALC Representative – it was unanimously agreed to defer this item to the next meeting

g) EPR Liaison Representative - it was unanimously agreed to appoint Cllr Parry.

g) Representative Councillors to Diss and District Neighbourhood Plan Working Group - it was unanimously agreed to appoint Cllrs Broughton and Halton.

7. The minutes of the meeting held on 11 April 2022 were approved and signed by the Chairman

8. Matters arising from minutes of 11 April 2022 – none.

9. Cllr Broughton provided a report from the Diss and District Neighbourhood. The Terms of Reference for the DDNP Steering Group had been circulated and it was unanimously agreed to adopt these.

10. Planning

a. The consider the following planning applications

Ref	Location	Application
DC/22/02089	National Grid Yaxley Substation Connection, Land to The West Of, Old Norwich Road, Yaxley	Approval of Details Reserved by Requirement 3 (Detailed Design, Part 5) and Amendments to previously approved plans under Requirement 22 (Amendments to Approved Details, Part 1) of the Progress Power (Gas Fired Power Station) Order 2015 As Amended
It was unanimously agreed to recommend approval of this application.		
DC/22/00987	Meadow View, Low Street, Oakley	Householder Application - Removal of one door and one garage door, replacement with brickwork to match existing, and installation of new window Location
It was unanimously agreed to recommend approval of this application.		

Signed  Chairman  Clerk

Date 13-06-2022

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DC/22/02015	Bungalow Farm, Nuttery Vale,	Proposal: Request for formal Environmental Impact Assessment (EIA) Scoping Opinion - Redevelopment and extension of existing pig farm to provide additional 3no pig units with associated feed bins and ancillary development
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It was agreed that the following matters should be included in the Scoping Opinion: HGV movements to be considered including the cumulative impacts (weight, frequency, timings of HGV traffic, noise from vehicles and livestock contained within) on routes through both Brome and Oakley. The impacts (noise and odour) of increased operation.

11. Finance and Governance

It was agreed to make the following payments:

Amount	Payee	Details	Power
£876.66	S Foote	Clerk's salary April/May/June 2022	LGA 1972 S112
£332.05	HMRC	PAYE	LGA 1972 S112
£43.80	S Foote	Clerk's expenses April/May/June 2022	LGA 1972 S111
£5.40	S&T Limited	Payroll service	LGA 1972 S111
£34.57	Screwfix	Village Hall works as agreed minute reference 8B/Min12.07.2021	LGA 1972 S111
£92.40	Ridgeons	Village Hall works as agreed minute reference 8B/Min12.07.2021	LGA 1972 S111
£40.00	Information Commission	Data Processor Registration	LGA 1972 S111

b. It was noted that payments of £240.00 (28 April) from CIL account and £117.84 to Ridgeons for materials for Brome and Oakley Village Hall improvements had been made.

c. Arrangements for annual insurance policy.

The Clerk informed Councillors of the difficulties CAS were experiencing with insurance providers and anticipated increases in costs, whoever the insurer may be. It was noted that the policy would require renewal before the next meeting and it was agreed to delegate authority to the Clerk to accept insurance cover up to a cost of £350.00.

12. Correspondence

The following items of correspondence were noted:

Date	From	Subject
12 April 2022	National Grid	Consultation on proposals to reinforce the high voltage electricity transmission network from Norwich Main substation in Norfolk, to Bramford substation in Suffolk.
29 April 2022	Festival of Suffolk Torch Relay	Final route and pick up plans
4 May 2022	Suffolk Highways	Upcoming works - B1118 Low Street, Brome and Oakley and B1118 Low Street, Hoxne - 16 May 2022

13. Urgent Matters and matters for report


None.

14. Date of next meeting

Monday 13 June at 7.30 pm.

Items for the agenda: Benches, bin, and other items for Jubilee Garden, Traffic Calming B1118 Lower Oakley, Update on the installation of the defibrillator in Lower Oakley.

Meeting closed: 20.20.

Signed  Chairman  Clerk
 Date 13-06-2022