

BROME and OAKLEY PARISH COUNCIL

Minutes of Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 14 November 2022** at Brome and Oakley Village Hall.

PRESENT: Councillors Isobel Demanget (Chairperson), Kelly Keeley, Tom Pace, John Parry. Also in attendance the Clerk and District Councillor David Burn.

1. Apologies for absence – Apologies were received from Cllrs Doe, Halton and Broughton and accepted by the Council. Cllr Prior were absent.

2. Declarations of pecuniary and other interests from members on any item to be discussed and requests for dispensations

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

3. Public Forum

Mid Suffolk District Council, Cllr David Burn wished to comment on the highways item when this was reached on the agenda. There were no questions for Cllr Burn at this stage.

Update from applicant on the proposed farm shop in Oakley - Mr West provided an update on the farm shop application at Lower Oakley. A new application (the last being withdrawn as not close enough to farm buildings to satisfy planning conditions) would see the proposed development on the south side of B1118 before the A140. They were currently finishing off consultation reports and would be circulating information to local residents. Appetite Me, were working with Mr West on the internal layout, design look and feel of the development and local product sourcing.

Residents of Hoxne expressed their concern about traffic on the B1118 and reported that they had also attended Hoxne and Syleham Parish Council meetings and were interested in what Brome and Oakley Parish Council were doing. They spoke of a Green Street Community Group they were starting, which would encompass the B1118, and wanted to improve communication with other road users and parishes. They felt it would be positive to liaise on common issues and share information.

4. Minutes of the last meetings

a. The minutes of the meeting of 10 October 2022 were approved.

b. There were no matters arising from the minutes of the meeting of 10 October 2022

5. Planning

a. To consider the following planning applications:

Ref	Location	Application
DC/22/04559	Meadowside, 3 Upper Street, Oakley	Erection of 3bay cartlodge with annexed accommodation over ancillary to host dwelling (following demolition of existing garage).
It was unanimously agreed to recommend approval of the application.		
DC/22/04677	Swanwick House	Change of use of previous Public House workshop/ancillary outbuilding and 26 car park area to Dog Daycare unit and play/exercise yard for a maximum of 10 dogs.
It was unanimously agreed to recommend approval of the application.		
DC/22/04677	Land at Eye Airfield	Erection of 1no substation and 1no switchgear building to facilitate UK Power Networks connection for new warehouse permitted under MSDC ref. DC/21/04099
It was unanimously agreed to recommend approval of the application.		

b. The following planning determinations were noted:

Ref	Location	Application
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Signed  Chairperson  Clerk

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DC/22/04504	1 The Street, Brome	Erection of single storey rear extension including alterations to outbuilding to convert to additional living accommodation. Removal of existing dining room window and open up to floor level to allow access into the extension. Listed Building Consent Refused
DC/22/04505	1 The Street, Brome	Listed Building Consent - Erection of single storey rear extension including alterations to outbuilding to convert to additional living accommodation. Removal of existing dining room window and open up to floor level to allow access into the extension – planning permission refused.

c. Other planning matters – it was noted that DC/22/00416 Application for Outline Planning Permission (All matters reserved) - Erection of petrol and electric charging facility with associated shop; roadside restaurant with drive through facility; E(g) (formerly B1) and B8 starter units; HGV lorry parking facility for rest area and drivers' facilities as a phased development. | Land Adjacent North Roundabout A140 Ipswich Road Brome Part In The Parish Of Thrandeston would be heard by Mid Suffolk Development Control Committee and District Councillor Burn would represent the recommendation of the Parish Council in relation to this application.

6. Finance and Governance

a. The current financial position was noted as £23,368 in the current account and £3,955 in the business save account. The following breakdown was presented to the council.

COMMENTARY TO AGENDA ITEM 6 FINANCE – 14 NOVEMBER 2022

As at 14 November the balance is	£27,897.24	
Made up of	£ 5,827.74	General reserve
	£ 3,955.00	Business Account
	£17,541.00	CIL*

Likely committed spend to end of financial year, including Clerk salary adjustment, is approximately £2500.00.

*This figure is the £18,358 as reported at the last meeting, plus £6194.32 received in October payments less the Village Hall spend now allocated to this budget heading (as agreed at last meeting).

Signed Jim Dan Burn Chairperson Ruth Korte Clerk

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- b. The six month spend against budget report was noted.
- c. The Local Government Pay Claim 2022/2023 was noted and it was agreed that this would be applied to the Clerk's salary.
- d. Funding for the proposed highways scheme for Low Road Oakley – the council had previously agreed to proceed with Plan A (tidy and improve signage) and Plan B (40 mph buffer zone) based on county councillor assurances that funding would be available. However, it was noted that a previous offer of district CIL for these works had now been confirmed as not applicable and a recent visit by another highways engineer had favoured Plan A. District Cllr Burn commented that he may still be able to offer locality funding for this project but an application would need to be submitted to him by 3 March latest. After detailed discussion, it was agreed to proceed with the installation of the 40 mph buffer scheme (Plan B) as this was the parish council's preferred option and had been recommended by two previous highways engineers. The Parish Council agreed to commit CIL funding to this project (to a maximum of £4,000) and would ask both the District and County Councillors to confirm their funding commitments.
- e. A request from the Village Hall Management Committee for funding of the following from the Parish Council's Community Infrastructure Levy fund was agreed as follows:
 - i. up to £2,000 for materials and fittings to insulate the clay lump wall in the main hall
 - ii. up to £3,000 for a storage shed to store Village Hall goods
- f. It was agreed to open a credit account with CTS Pulham.
- g. The was agreed to adopt the Internet Banking Policy.
- h. It was agreed to adopt revised Financial Regulations.
- i. It was agreed to make the following payments. It was noted that Cllr Pace had instructed a repair to the door of the Lower Oakley telephone kiosk and an invoice of £350 was expected for this work.

Amount	Payee	Details
£5.40	Sword and Trowel	Payroll Service
£19.99	121 Computer Services	Lap Top repair
£459.22	Ridgeons	Village Hall works as agreed minute ref 8B/Min 12.07.2021
£157.92	Ridgeons	Village Hall works as agreed minute ref 8B/Min 12.07.2021
£225.93	Screwfix	Village Hall works as agreed minute ref 8B/Min 12.07.2021
£45.99	Screwfix	Village Hall works as agreed minute ref 8B/Min 12.07.2021

8. Asset Management

- a. Correspondence from a resident regarding rental of the allotment land was considered. It was noted that the parishioner would like to rent or purchase the land for grazing of animals but would retain a strip adjacent to the car park for public use. It was explained that the Parish Council had committed to the allotment land being transformed in a jubilee garden (public amenity). It was agreed to ascertain the rentable valuable of agricultural land, seek legal advice about the disposal of publicly owned land and bring back to the next meeting for further consideration.
- b. Jubilee Garden – in the absence of a progress report, it was agreed to defer this item to the next meeting.
- c. Bird Boxes – Cllr Prior would report at the next meeting to how installing bird boxes at various locations in the village may be achieved.
- d. Defibrillator – locations at the western end of Brome were considered and this item would be revisited at the next meeting.

Signed [Signature] Chairperson [Signature] Clerk

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9. Correspondence

The following items of correspondence were noted:

Date	From	Subject
01.11.2022	Mid Suffolk District Council	Town and Parish Newsletter
08.11.2022	Suffolk Association of Local Councils	Councillor Newsletter https://www.salc.org.uk/r/anJ/m/80192

10. Urgent Matters and matters for report – none.

11. Date of next meeting – Monday 16 January 2023.

Signed  Chairperson  Clerk

Date 16-01-2023