

BURSTALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 8th November 2023, 7.33pm at Burstall Village Hall

Present: Cllr B Gasper, (Chair), Cllr A Kerrison, Cllr S Main, Cllr K Raby, Cllr L Raby, Cllr W Petersen

In attendance:

Mrs S Frankis, Clerk & RFO to Burstall Parish Council

District Cllr John Whyman

The meeting was chaired by Cllr Gasper.

Cllr Gasper advised he had received a letter of resignation from Cllr Fiske. The Council gave a vote of thanks to Cllr Fiske for his dedicated service of sixty years as a parish councillor and will look to mark his dedication to the parish in the New Year.

The Council unanimously agreed to add an agenda item to co-opt a new member to the Council.

325 APOLOGIES: to RECEIVE and APPROVE Apologies for Absence

Apologies were received from Cllr Godfrey for his absence due to work commitments.

The Council unanimously agreed to approve the apologies received.

326 CASUAL VACANCY: to DECLARE a Casual Vacancy due to the Resignation of Cllr N Fiske

The Council declared a casual vacancy due to resignation of Cllr Fiske; Babergh District Council has been notified.

327 CO-OPTION OF A NEW MEMBER: to AGREE to Co-opt a New Member to the Council

The Council unanimously agreed to co-opt Mr William Petersen as member to Burstall Parish Council.

ACTION: The Clerk is to notify Babergh District Council that Mr Petersen has been co-opted as member to Burstall Parish Council.

328 DISPENSATIONS: to RECEIVE Declarations of Interest and/or to APPROVE such Dispensation Requests

None were received.

The meeting was adjourned.

329 COMMENTS: to RECEIVE Comments from Residents of the Parish on Current Agenda Items

None were received.

330 REPORTS: to RECEIVE the Reports of the County and District Councillors

A report had been received from County Cllr C Hudson and circulated to the Council prior to the meeting; a copy of the report is published on the Parish Council website.

A report had been received from District Cllr Whyman and circulated to the Council prior to the meeting. Cllr Whyman advised that the Babergh District Council Interim Monitoring Officer has left his position. Cllr Gasper advised that the Parish Council had recently had an issue with the interim monitoring officer when he wouldn't satisfactorily respond to a call for information. He asked if Cllr Whyman would be able to secure a response to the Parish Council's question, 'who does a parish council appeal to in the absence of the opportunity to raise an issue with the ombudsman regarding the governance of a local planning authority?'

Cllr Main asked if Babergh District Council will be adopting a Renewable Energy Supplementary Policy, as recently adopted by Mid Suffolk District Council; Cllr Whyman confirmed he wasn't aware of any intention to do so.

The meeting was reconvened.

331 MINUTES: to RECEIVE and CONFIRM the Minutes of the Parish Council Meeting held on 13th September 2023

The minutes of the Parish Council meeting held on 13th September 2023, having been circulated to the Council prior to the meeting, were confirmed as an accurate record of the meeting.

332 MATTERS ARISING: to CONSIDER Matters Arising from the Minutes of the Parish Council Meeting held on 13th September 2023

Re. minute number 318: Cllr Gasper advised that the response to the letter sent to the BMSDC Monitoring Officer hadn't been satisfactory and so the Council will ask again, via District Cllr Whyman.

333 PLANNING: to CONSIDER Planning Matters, and to AGREE any Actions

The October 2023 Planning Schedule had been circulated to the Council prior to the meeting.

Cllr Gasper advised that Cllr Godfrey, Cllr Main and he had been drafting a letter to be sent to the leaders of Babergh and Mid Suffolk District Councils, James Cartlidge and Dan Poulter MPs and Claire Coutinho Secretary of State to bring the BMSDC Planning Department to account. They have also engaged with the EADT to ask why the Parish Council's press releases relating to the BMSDC Planning Department aren't being published, whereas in the view of the Parish Council, those articles which favour the Planning Department are.

334 FINANCE:

(i) to APPROVE Payments

The Council unanimously approved the following payments:

P39. Mrs S Frankis / HP Ink (LGA 1972, s139)	£2.99
P40. Nosegay September 2023 (LGA 1972, s139)	£210.00
P41. Mr B Gasper, commemorative oak tree (LGA 1972, s139)	£49.95
P42. Mrs S Frankis, Sept. Salary (LGA 1972, ss101,111,112)	£298.02
P43. Mrs S Frankis / Broadband (LGA 1972, s139)	£15.00
P44. Mrs S Frankis / HP Ink (LGA 1972, s139)	£2.99
P45. Mrs S Frankis / Microsoft 365 (LGA 1972, s139)	£59.99
P46. Warren Dinnes (LGA 1972, s139)	£305.00
P47. Nosegay (LGA 1972, s139)	£210.00
P48. Mrs S Frankis / Oct. Salary (LGA 1972, ss101,111,112)	£255.35
P49. Mrs S Frankis / Broadband (LGA 1972, s139)	£15.00

(ii) to AGREE the September and October 2023 Budget and Precept Reports

The September and October 2023 Budget and Precept Reports, including the bank statement balances, having been circulated to the Council prior to the meeting, were agreed. The bank statement balances were verified by Cllr L Raby.

(iii) to AGREE to vire £770.00 from the 'General Reserve' to 2023/24 Budget Heading 'Grass Cutting', to vire £133.08 from 2023/24 Budget Heading 'General Reserve' to 2023/24 Budget Heading 'Election Costs' and to vire £305.00 from the General Reserve to 2023/24 Budget Heading 'Coronation Commemoration'

The Council unanimously agreed to vire the proposed budget allocations.

(iv) to AGREE to Apply for a Parish Council Credit Card for use by the Parish Clerk

The Council agreed in principle to apply for a credit card for the Clerk to use for the purchase of administrative incidentals in order that she doesn't have to use her own personal credit card.

335 STANDING ORDERS: to ADOPT revised Standing Orders

The Council agreed to adopt the Standing Orders as circulated to the Council prior to the meeting.

336 EMERGENCY PLAN: to Undertake a Review of the Parish Council Emergency Plan

ACTION: Cllr Kerrison is to undertake a review of the existing Parish Council Emergency Plan.

337 INFORMATION BOX: To AGREE Refurbishment of the BT Information Box

Cllr L Raby had been unable to secure a quote for the refurbishment of the BT Information Box; the Council agreed to re-visit the matter in the Spring, as works couldn't be undertaken until then.

338 OVERGROWN VERGES: to AGREE Action to deal with the Overgrown Verges and Hedges within the Parish

The Council had received an email from Mrs G Gasper asking that the branches of the mature trees on land to the left-hand side of the entrance to Cranfield Park be reduced as they are now overhanging the footpath and the churchyard. She also asked if the undergrowth could be cut back at the base of the village sign. The Council agreed to include a budget line in the draft 2024/25 budget and precept report for verge and hedge cutting and the refurbishment of the village sign.

339 NEXT MEETING: to CONFIRM the date and time of the next Parish Council meeting

The next meeting of the Parish Council will be held on 10th January 2024 at Burstall Village Hall.

340 MATTERS RAISED BY MEMBERS: to CONSIDER Matters Raised by Members

Cllr K Raby referred to the 2024 D-Day 80 commemorations and advised he had registered the lighting of the Burstall beacon with the pageant master. He asked for an item to be included on the January 2024 agenda regarding the event.

There being no other business, the meeting closed at 9.07pm

Signed

Date

Sue Frankis, Clerk to the Parish of Burstall, 24 Church Crescent, Sproughton IP8 3BJ
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