

# BURSTALL PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 10<sup>th</sup> January 2024, 7.37pm at Burstall Village Hall

Present: Cllr B Gasper, (Chair), 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.

### **341 APOLOGIES:** to RECEIVE and APPROVE Apologies for Absence

Apologies were received from Cllrs Kerrison and Main for their absences due to personal commitments. The Council unanimously agreed to approve the apologies received.

Apologies were received from District Cllr Busby.

### **342 DISPENSATIONS:** to RECEIVE Declarations of Interest and/or to APPROVE such Dispensation Requests

None were received.

The meeting was adjourned.

### **343 COMMENTS:** to RECEIVE Comments from Residents of the Parish on Current Agenda Items

None were received.

### **344 REPORTS:** to RECEIVE the Reports of the County and District Councillors

A report had been received from County Cllr Hudson and circulated to the Council prior to the meeting.

A report had been received from District Cllr Whyman and circulated to the Council prior to the meeting.

Cllr Gasper advised that a house on The Street, Burstall has recently flooded twice and that drainage in the village must be blocked causing localised flooding; he asked Cllr Whyman to make the BDC Flood Committee aware of these incidents.

### **345 MINUTES:** to RECEIVE and CONFIRM the Minutes of the Parish Council Meeting held on 8<sup>th</sup> November 2023

The minutes of the Parish Council meeting held on 8<sup>th</sup> November 2023, having been circulated to the Council prior to the meeting, were confirmed and signed as an accurate record of the meeting.

### **346 MATTERS ARISING:** to CONSIDER Matters Arising from the Minutes of the Parish Council Meeting held on 8<sup>th</sup> November 2023

Re. minute number 330: District Cllr Whyman had been asked 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 Whyman understood that MSDC Cllr Mellon and BDC Cllr Ward had responded to the Parish Council, their response was in fact in response to letters sent directly to them from the Parish Council and even then, their responses addressed different questions to those raised.

**347 PLANNING:** to CONSIDER Planning Matters, and to AGREE any Actions

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

Cllr Gasper advised that Cllr Godfrey, Cllr Main and he have been trying to resolve several issues relating to the BDC planning department including –

- drafting a response to the latest correspondence received from officers and leaders
- addressing MSDC Green Party comments on how planning decisions are being approved rather than a refusal being made which may bring forward an appeal that would need to be defended
- the Ombudsman’s acceptance of Care Suffolk’s complaint; an investigator has been appointed
- James Cartlidge MP has agreed to become involved and to raise issues relating to BDC planning irregularities; he is currently being briefed by the Parish Council
- The Secretary of State has been notified
- Working with a third party.

**348 FINANCE:**

(i) to APPROVE Payments

The Council unanimously approved the following payments:

P50. Suffolk.cloud (LGA 9172, s139)	£120.00
P51. Mrs S Frankis / HP Ink (LGA 1972, s139)	£2.99
P52. Mrs S Frankis, Nov. Salary (LGA 1972, ss101,111,112)	£453.27
P53. HMRC / PAYE (LGA 1972, ss101,111,112)	£34.07
P54. Mrs S Frankis / broadband (LGA 1972, s139)	£15.00
P55. Nosegay / grass cutting (LGA 1972, s139)	£210.00
P56. Mrs S Frankis, Dec. Salary (LGA 1972, ss101,111,112)	£184.73
P57. Mrs S Frankis / HP Ink (LGA 1972, s139)	£2.99
P58. Mrs S Frankis / Broadband (LGA 1972, s139)	£15.00

(ii) to AGREE the November and December 2023 Budget and Precept Reports

The November and December 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 the Clerk’s Hourly Rate Increase in Accordance with NALC Advice and to AGREE to Backdate the Increase to 1<sup>st</sup> April 2023

The Council unanimously agreed to increase the Clerk’s hourly rate in accordance with the 2023/24 National Joint Council for Local Government Services (NJC) Agreement and to back date the pay increase to 1st April 2023.

(iv) to AGREE to Transfer £437.59 from Staff Costs Reserve to 2023/24 Budget Heading ‘Clerk’s Salary’ and to Vire £181.92 from 2023/24 Budget Heading ‘General Reserve’ and £28.08 from 2023/24 Budget Heading ‘Training’ to 2023/24 Budget Heading ‘Grass Cutting’

The Council unanimously agree to transfer £437.59 from Staff Costs Reserve to 2023/24 budget heading ‘Clerk’s Salary’ and to vire £181.92 from 2023/24 budget heading ‘General Reserve’ and £28.08 from 2023/24 budget heading ‘Training’ to 2023/24 budget heading ‘Grass Cutting’.

(v) to AGREE the 2024/25 Budget and Precept

The Council unanimously agreed to set the 2024/25 budget at £10,530.00 and the 2024/25 precept at £10,530.00.

**ACTION: The Clerk is to submit a precept demand for £10530.00 to Babergh District Council.**

(vi) CPRE MEMBERSHIP: to AGREE the Annual CPRE Membership  
The Council unanimously agreed to renew the CPRE Membership.

**349 EMERGENCY PLAN: to Undertake a Review of the Parish Council Emergency Plan**  
There were no updates.

**350 GRIT BIN: to CONSIDER Parishioner Request for a Grit Bin to be Installed at Church Hill; to AGREE to Purchase a Grit Bin**

The Council unanimously agreed to purchase a grit bin to be installed at Church Hill.

**ACTION: The Clerk is to apply for permission for a grit bin to be installed at Church Hill and if granted, to purchase a grit bin.**

**351 D-DAY 80 COMMEMORATIONS**

Cllr K Raby advised that he has registered Burstall to be involved with the national beacon lighting event to be held on 6<sup>th</sup> June 2024. The Council agreed to keep the event to a more formal commemorative occasion.

**352 TO AGREE THE DATES OF THE 2024/25 PARISH COUNCIL MEETINGS AND THE 2024 ANNUAL PARISH MEETING**

The 2024/25 meeting dates are as follows –

8<sup>th</sup> May 2024, Annual Parish Meeting and Annual Parish Council Meeting

10<sup>th</sup> July 2024

11<sup>th</sup> September 2024

13<sup>th</sup> November 2024

8<sup>th</sup> January 2025

12<sup>th</sup> March 2025

**353 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 13<sup>th</sup> March 2024 at Burstall Village Hall.

**354 MATTERS RAISED BY MEMBERS: to CONSIDER Matters Raised by Members**

Cllr K Raby advised that he had met with a Copdock & Washbrook parish councillor to assist with their S.I.D. scheme application; the 20's Plenty scheme had been mentioned and he asked if this would be of interest to the Parish Council. The Council considered the Scheme unsuitable for the roads of Burstall.

There being no other business, the meeting closed at 9.38pm

Signed .....

Date .....

Sue Frankis, Clerk to the Parish of Burstall, 24 Church Crescent, Sroughton IP8 3BJ  
Email: [burstall.pc@btinternet.com](mailto:burstall.pc@btinternet.com)  
<https://www.burstall.suffolk.cloud>