

**Minutes of the BRUISYARD PARISH COUNCIL MEETING  
held on Monday 21 July 2014, at 7.30pm in the Bruisyard Village Hall.**

**Present:** John Marten, Peter Robinson, Anne Smith, James Ingmire, John McKee, Stephen Stow, Thelma Barham, The Clerk

**AGENDA**

- 1. Public participation:** Paul Rous has reported that the application for the installation of drive lighting for Bruisyard Hall and Bruisyard Barn has still not be considered but should be no issue. Licensing application for the amendment of operating hours will be submitted to SCDC. The Parish Council should be receiving correspondence from SCDC within a few weeks from the day the application has been submitted.

Hedge at Rendham Road needs cutting. It is a responsibility of Flagship Housing. John Marten contacted Flagship Housing but received no response. Paul Church has said he will get in touch with them

- 2. Apologies for absence:** None.
- 3. Minutes of the last meeting:** Stephen Stow proposed that minutes of the last meeting are accepted as a true record. Thelma Barham seconded the proposal. All were in favour.
- 4. Matter arising:** None.
- 5. Village Hall Committee Report:**

John McKee reported that the Village Hall is busy and there are quite a few bookings for the next year already. Pub night moved from a Thursday to Wednesday night. John McKee was asked the question as to why the youth club does not meet more often. The answer is that there are no volunteers to head up the club, hence it only takes place once a month. The bar shutter has been repaired. £114.00 has been paid to HPV Shutters.
- 6. Financial Matters:**

Anne Smith proposed that financial transactions a) to n) were all in order and John Mckee seconded this proposal.

  - a) To have paid Community Action Suffolk £30.00 for annual membership
  - b) To have paid SALC £120.00 for annual membership
  - c) To have paid SALC £139.20 for yearly audit
  - d) To have paid the Parish Clerk wages of £200.00
  - e) To have paid Post Office Ltd (HMRC) of £50.00
  - f) To have paid John's Garden Services £240.00 for grass cutting
  - g) To have paid A O'Keefe £30.00

- h) To have paid Teresa McKee £45.00 for cleaning
- i) To have paid E-ON £99.82 for electricity
- j) To have paid Essex & Suffolk Water £42.67 for water
- k) To have paid HVP Shutters £114.00 for village hall bar shutter
- l) To have paid A O'Keefe £105.00
- m) To have paid Teresa McKee £40.00 for cleaning
- n) To have paid E-ON £50.14 for electricity

**7. SALC internal Audit: issues raised:** The Clerk has reported that during the external audit SALC have commented on a few issues that must be improved and changed for the year ahead. The Clerk has informed the council that the full list of recommendations from SALC auditor is available from the Clerk should anyone wants to read it in more detail. The Clerk has reported that she will be acting on all the recommendations to make sure we meet all the required standards for the next audit. One of the issues raised was the fact that Village Hall petty cash income had not been recorded in greater detail in the Village Hall spreadsheet and there was no information where exactly the money was coming from. The Village Hall committee has acted on this recommendation and has introduced monthly sheets where members of the VH committee will be recording all the petty cash transactions and then pass those on to David Smith who will be posting them on the online spreadsheet.

**8. Future planning meetings:** Stephen Stow has accepted the position of the Chair of the Planning Committee. To make future planning meetings short and productive it has been decided to adhere to the following schedule: 15 minutes to allow members of the public to look at all the plans and application relating to a planning application. 15 minutes for any public comment on the plans and another 15 minutes to discuss and vote. One of the members of the planning committee will then write to the SCDC with the Council's thoughts and recommendations.

John Marten reported on the Chestnut cottage application. The only thing that has changed in the build from the original planning application is the colour of the tiles.

**9. Dog bin at Mill Lane:** We are not going to go ahead with the dog bin as there is not much fouling going on at the moment. But we shall monitor the situation and will return to it at a later date.

**10. Play Area:** We are going ahead with this. Money from the SCDC Playspace fund has been received. We are just waiting to receive funds from Awards for all. Over all the following funds are available to the Parish Council to pay for this.

£ 9995.00 – Awards for All

£ 2975.02 – SCDC Playspace fund (with £1487.52 paid prior to the commencement of the project and the remainder after the project has been completed.

£2000.00 – Social Amenities Fund

£250.00 - Parish Council

Total of £15220.02

The total cost of the playground will be £14463.00 + Vat. This sum will be paid to the supplier in stages. With 50% invoiced to the Parish Council at the start of the project with the other 50% invoiced to the Council upon the competition of the project.

**11. Date of the next meeting:** Monday 8 September.

**12. Any other business:**

The ditch around the Village Hall needs dredging. The quote has been obtained for doing this and the cost of £ 160.00+Vat. Peter Robinson proposed that we go ahead with this job and John McKee seconded this proposal.

John Marten has mentioned to Paul Rous that guests staying at Bruisyard Hall for the wedding put up small self made signs all over the village and on the approach to the village. Paul Rous has said that the only thing he can do is ask the guests to collect all he signs when they are leaving. The other thing if any village residents see the signs do please take them down after the function.

There being no further business the Chairman closed the meeting at 21.15