

## BRUNDISH PARISH COUNCIL

Meeting: Wednesday, 15<sup>th</sup> May 2024 – following Brundish **Annual Parish Meeting**  
at Brundish Village Hall

### AGENDA

Agenda Item		
<b>BPC/24/30</b>	To receive Apologies for Absence/Reasons:	
<b>BPC/24/31</b>	To receive any Declarations of interest with regards to Items on the Agenda:	
<b>BPC/24/32</b>	To consider Requests for Dispensations.	
<b>BPC/24/33</b>	<p><b>Election of Brundish PC 2024-25:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Chairman:</b> Cllr Proposed: Cllr / Seconded: Cllr</li> <li>▪ <b>Vice &amp; RFO:</b> Cllr Proposed: Cllr / Seconded: Cllr</li> </ul>	
<b>BPC/24/34</b>	<b>To Approve the Minutes of the BPC Meeting: 20<sup>th</sup> March 2024</b>	
<b>BPC/24/35</b>	<p>To receive <b>Progress of Actions</b> from previous BPC Mtg Minutes.</p> <ul style="list-style-type: none"> <li>- Road Signs – Feedback (Cllr P Smiddy)</li> <li>- Councillor Vacancy – (Clerk)</li> <li>- Foals Green Slurry complaint – update (Cllr N Parsons)</li> </ul>	
<b>BPC/24/36</b>	<p style="text-align: center;"><b>MEMBERS OF THE PUBLIC ARE WELCOME TO PARTICIPATE / ASK QUESTIONS</b></p> <p><b>To receive Reports from the District and County Councillors</b></p> <ul style="list-style-type: none"> <li>a) District: Cllr Anders Linder – Mar-Apr Report</li> <li>b) County: Cllr Matthew Hicks – April + Annual Reports</li> </ul>	
<b>BPC/24/37</b>	<p><b>Planning:</b> To consider any applications received and note decisions.</p> <ul style="list-style-type: none"> <li>a) <b>MSDC Planning Consultation Request - DC/24/01267.</b> No.2 Dairy Row, Brundish, Woodbridge, Suffolk IP13 8DF. Erection of infill extension to courtyard to provide ground floor living accommodation and mezzanine level bedroom. <b>Response by 24/5/24</b></li> </ul>	Clerk
<b>BPC/24/38</b>	<p><b>Open Spaces and Amenities:</b> To receive updates on matters discussed at the last meeting and review progress.</p> <ul style="list-style-type: none"> <li>a) Village Green – Ref: BPC/24/27 2.e), awaiting works Invoice</li> <li>b) Village Hall + Car Park &amp; Recycling Bins</li> <li>c) Defibrillator – Maintenance update 9.5.2024 - ok (via Austin)</li> <li>d) Highways &amp; Road Signs</li> <li>e) Footpaths</li> <li>f) PCC – ‘Friends of St. Lawrence Church’</li> </ul>	Note:Clerk
<b>BPC/24/39</b>	Parish Council to become the sole corporate trustee for the Village Hall. Ref: BPC/24/28 – Minutes, March BPC Mtg	

**BRUNDISH PARISH COUNCIL**

Meeting: Wednesday, 15<sup>th</sup> May 2024 – following Brundish **Annual Parish Meeting**  
at Brundish Village Hall

**AGENDA**

<b>BPC/24/40</b>	<b>Items for BrunbyNews...</b> 1. Xx	
<b>BPC/24/41</b>	<b>To consider any further correspondence received via Clerk.</b> A. National Grid Electricity Transmission Norwich-Tilbury – Anders e/m 11/4. B. BPC & Village Hall – Policies & Procedures – update... C. Resident Email re Storm Babet/October Flooding – drainage e/m 3/5.	
<b>BPC/24/42</b>	<b>BPC ‘Housekeeping’ – Parish Monthly Check List</b>	
<b>BPC/24/43</b>	<ol style="list-style-type: none"> <li>1. <b>Finance/Administration, including:</b> (RFO – Cllr C King) <ol style="list-style-type: none"> <li>a) <b>Expenditure v Budget – BPC Accounts 2024</b></li> <li>b) <b>Barclays Community Bank statement as @ XX XX</b></li> </ol> </li> <li>2. <b>Receipts</b> <ol style="list-style-type: none"> <li>a) £2,268.00 – 4.4.24 MSDC Parish Precept, Ref:100308</li> </ol> </li> <li>3. <b>Invoices for Payment</b> <ol style="list-style-type: none"> <li>a) £134.13 – SALC Annual Membership – Inv.28524</li> <li>b) £78.07 - SCC, St Lighting Maintenance – Inv. 9542748</li> <li>c) £120.00 Suffolk Cloud, Website – Inv.2024/079</li> <li>d) £27.00 – 26.3.24 SALC, 6-Mths Payroll - Inv.28289</li> <li>e) £ A Austin, Clerk – Salary, Months</li> </ol> </li> <li>4. <b>Under £200 BPC Authorised Payments:</b> <ol style="list-style-type: none"> <li>a) Xx</li> </ol> </li> </ol>	
<b>BPC/24/44</b>	<b>Year-end Accounts and Governing Documents:</b> <ol style="list-style-type: none"> <li>1. Brundish Year-End Accounts 2023-24 @ 31.3.2024</li> <li>2. AGAR 1 Annual Governance Statement 2023-24 Form 2</li> <li>3. AGAR 2 Accounting Statements 2023-24 Form 2</li> <li>4. Neighbourhood CIL Expenditure Report 2024</li> <li>5. Certificate of Exemption 2023-24 AGAR Form 2</li> <li>6. Asset Register 2024 (as @ 31.3.2024)</li> <li>7. Brundish Budget 2024-25</li> </ol> Proposed: Seconded:	
<b>BPC/24/45</b>	<b>Proposed Agenda Items</b> for future consideration/inclusion at next BPC Meeting:	
<b>BPC/24/46</b>	<b>Date of Next Brundish PC Meeting: 17<sup>th</sup> July 2024, 7.30pm</b> Remaining 2024 Dates: 18 September / 20 November	