

**MINUTES OF THE MEETING OF BRENT ELEIGH PARISH COUNCIL
HELD ON 30 JUNE 2016 IN THE VILLAGE HALL COMMENCING AT 7:00PM**

Present:

Cllr Kevin Went (Chairman)
Cllr Karen Marshall
Cllr Natalie Shewring
Cllr Michael Warner

In Attendance:

William Grosvenor (*Clerk to the Council*)
4 Members of the Public

		Action
16.46	CHAIRMAN'S WELCOME Cllr Went welcomed all present to the meeting.	
16.47	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE There were no apologies for absence from Members of the Council.	
16.48	DECLARATIONS OF INTEREST	
16.48.01	To Receive Amendments to the Register There were no amendments to the Register.	
16.48.02	To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda There were none.	
16.48.03	To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda There were none.	
16.48.04	To Receive Full / Partial Dispensations for Pecuniary Interests Declared It was noted that there had been no requests for dispensations.	
16.49	MINUTES OF THE PREVIOUS MEETING Minutes of the Meeting of the Parish Council held on 26 May 2016 were approved and signed as a true and accurate record.	
16.50	TO DISCUSS ANY VILLAGE MATTERS No matters were raised.	
	<i>It was then agreed to take the Item concerning Planning issues out of order</i>	
16.51	PLANNING ISSUES	
16.51.01	To Consider Updates on Planning Applications Received (1) B/16/00602 – 4 The Glebe, Brent Eleigh – Erection of two storey side extension At the meeting on 26 May the Parish Council had agreed to recommend refusal of this application for the following reasons: <ul style="list-style-type: none"> • The proposed extension is disproportionately large in relation to the existing property and the enlarged dwelling will be out of scale with the surrounding dwellings thus compromising residential amenity • The proposal to place photo-voltaic panels on the extension roof is likely to require further substantial works to the oak tree to make them effective 	

	<ul style="list-style-type: none"> • Access for construction will be off a restricted byway and damage to the hedge / bank is likely to result. Revised plans were received from Babergh DC on 23 June. These included: <ul style="list-style-type: none"> • Moving the extension back from the oak tree by 2m. • Reducing the width of the extension by 400mm. • First floor balcony provision to the rear. Following discussions on the revised plans and taking into account the views of residents, the Parish Council AGREED that the application should still be recommended for refusal; the balcony would have an adverse impact on the residential amenity of the adjacent property to the north, and both the size of the extension (which suggests a potential separate dwelling) and the parking arrangements (which would be inadequate) were both reasons why the application should be resisted. The Clerk to advise Babergh DC accordingly.	Clerk
16.51.02	To Receive Notification of Decisions of Planning Applications as Determined by Babergh DC (1) B/16/00584 – Swan Cottage, The Street, Brent Eleigh – Erection of Summerhouse Permission GRANTED by letter dated 29 June 2016. (2) B/16/00600/TPO/DP – 4 The Glebe, Brent Eleigh - Application for consent to carry out works to a tree protected by a TPO Permission GRANTED by letter dated 1 June 2016.	
	<i>It was then agreed to revert to the order of the Agenda</i>	
16.52	TO RECEIVE AND CONSIDER REPORTS ON FINANCIAL MATTERS	
16.52.01	To Make the Annual Governance Statement for 2016/16 Councillors reviewed their responsibility for ensuring that there is a sound system of internal control within the Council, and approved the Annual Statement of Governance, which was duly signed by the Chairman and Clerk.	
16.52.02	To Review the Asset Register This was considered and agreed, subject to adding the two Grit Bins purchased in 2015/16.	Clerk
16.52.03	To Approve the Accounts and Annual Return for 2015/16 The accounts, which had been signed off by the Council's Internal Auditor, were approved, and the Accounting Statements (as amended in the light of Item 16.52.02 above) were duly signed by the Chairman and Clerk as Responsible Finance Officer. Deadline for submission of the Annual Return to BDO LLP is 25 July.	Clerk
16.52.04	To Note and Approve the Statement of Variances This was approved.	
16.52.05	To Appoint the Internal Auditor for 2016/17 Following discussion it was AGREED to invite David Hopkins to be the Council's Internal Auditor for 2016/17.	Clerk
16.52.06	To Consider Insurance Policy Renewal The Clerk went through the renewal documents for the Parish Council insurance renewal which were considered to be in order. The options in terms of a three / five year undertaking were also considered. Following discussion it was AGREED to take up the five year undertaking, with	

	<ul style="list-style-type: none"> The large potholes were still unrepaired. Clerk to chase up. 	Clerk
16.55.04	Private Pumping Stations The Clerk reported a request by Anglian Water to try to locate any private pumping stations situated within the parish.	
16.56	CHAIRMAN'S CLOSING REMARKS The Chairman thanked everyone for attending the meeting.	
16.57	DATES OF FUTURE MEETINGS 28 July 2016 7.30pm 22 September 2016 7.30pm 17 November 2016 7.30pm There being no further business the meeting closed at 9:05pm.	