**VIRTUAL MEETING OF BROCKLEY PARISH COUNCIL**

 **HELD ON MONDAY 21st SEPTEMBER 2020, 7.30PM**

**PRESENT** Cllr A English, Cllr I Robertson, Cllr K Fisk, Cllr R Dinsey, Cllr R Jones

**1. APOLOGIES**

Cllr D Boreham.

**2. REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTERESTS**

Cllr R Jones, agenda item 9 Bus Shelter.

**3. REPORT FROM DISTRICT & COUNTY COUNCILLOR MARY EVANS**

Key points in both WSC and SCC reports: Options for the Local Plan to come out next week, consultation ends in December. Small increase in Covid-19 cases but Suffolk still low on infection rates. Public Health and Trading Standards Teams looking at trialling sports events. Further details if plans go ahead.

**4.** **PUBLIC FORUM** – Members of the public may raise issues they wish to bring to the attention of the Parish Council

To assist in slowing traffic down, it has been suggested by residents that installation of mock white gates near to the 30mph signage may help alleviate the problem. Engagement with SCC Highways to be pursued.

**5. TO APPROVE THE MINUTES OF THE MEETING HELD ON MONDAY 21ST JULY 2020**

Proposed by Cllr Fisk, seconded by Cllr Dinsey that the minutes be approved as a true and accurate record of the previous meeting – unanimous. To be signed at a later date by the Chairman.

**6. MATTERS ARISING**

An article relating to the pond clear up to be resubmitted to the Brockley newsletter.

**7. FINANCE**

(i) Proposed by Cllr Dinsey, seconded by Cllr Fisk that the cheques raised since the last meeting be approved – unanimous.

Brockley Village Hall Grant 20,000 Clerk’s Salary x 2 months 180.00

ii. The bank reconciliation as of 24th August 2020 was approved. Reminder the meeting in November will be the setting of the Precept for the following year.

iii. Payment for works to the footpath. Proposed by Cllr Robertson, seconded by Cllr Dinsey that the increased payment from £175 to £200 be approved – unanimous. A thank you to Cllr Jones for arranging the delivery of the free wood chippings.

**8. REVIEW OF INSURANCE COVER**

 Following consideration of the schedule, it was agreed the level of insurance cover for the play area be increased to £30,000. A quotation for the increased cover to be obtained. Insurance for the bus shelter was deferred to the end of the meeting.

**10. PLAY AREA REPORT**

Two of the main uprights in the toddler play area have rotted and identified in the report as a moderate risk. West Suffolk Council to be contacted for recommendations to carry out the repairs. Cllr English to monitor the situation, and if required, temporarily shut down the play area. Shrinkage around the rubber tiles seen as low risk. Prior to works being carried out, advice from WSC to be sought relating to the longevity of the current play equipment.

**11. TREE WORKS**

One quotation has been received. With several trees impeding the telephone line, the utility company to be informed of potential damage to their cable. A second quotation to be sourced. Cllr Robertson to action.

**12. VACANCY ON THE PARISH COUNCIL**

Agreed, the Chairman to contact the potential candidate. To be brought back to the November meeting.

**13. UPDATE ON THE VILLAGE HALL REFURBISHMENT**

Slightly ahead on schedule with a 19 weeks (excluding Christmas) completion date. Presentation for the interior design is ready i.e. curtains, table and chairs, plants, colour scheme. Quotation for the sound system has been sourced. A low key opening event is being planned in January, with a larger celebration day for the new hall when allowable. A thank you was given to Cllr Robertson for his efforts to date.

**14. DEFIBRILLATOR**

With the village hall currently fenced off, it is not possible to access the defibrillator. Presently decommissioned with the ambulance service. Community Heartbeat Trust have quoted £250 to move the apparatus to the brick wall near the store – financially not viable. Cllr English agreed to have the bag at his house, with a caveat that he is not available 24/7. A piece to be put in the village newsletter.

**15.** **CORRESPONDENCE**

Emails circulated as and when received.

**16. PARISH MATTERS FOR THE NEXT MEETING**

Oak posts to protect the grass around the play area from traffic. Defibrillator as a standing item.

Cllr Jones left the meeting at 8.45pm.

**9. BUS SHELTER**

Quotations from two bus shelter companies were considered, with GW Solutions chosen as the preferred supplier. Together with a detailed specification, the cost of the selected style of shelter to be obtained.

**8. REVIEW OF INSURANCE**

Given the cost of a replacement, the insurance cover for the bus shelter to be increased to £5000. Chambers Bus Company to be informed the Parish Council are looking to recover the difference between the sum received from our insurance company and the actual cost of replacing the shelter.

**17. DATE OF NEXT MEETING**

Monday 23rd November 2020 at 7.30pm.

Meeting to be advertised in the village newsletter and notice board.

There being no further business the meeting closed at 9.15pm.