**MINUTES OF THE BROCKLEY PARISH COUNCIL MEETING HELD ON TUESDAY 26TH JULY 2022**

IN **THE VILLAGE HALL, BROCKLEY AT 7.30PM**

Present: Cllr R Dinsey, Cllr G Baber, Cllr Dr J Wymer, Cllr K Fisk

1. ELECTION OF CHAIRMAN

Cllr Baber agreed to Chair the meeting.

2. APOLOGIES

District Councillor Sarah Pugh.

3. DECLARATION OF INTERSTS & REQUESTS FOR DISPENSATIONS

None received.

4. COUNTY & DISTRICT REPORTS

No reports available.

5. PUBLIC FORUM

No members of the public were present.

6. TO APPROVE THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON TUESDAY 26TH MAY 2022

Proposed by Cllr Dinsey, seconded by Cllr Fisk that the minutes of the Annual General Meeting be approved – all agreed.

7. MATTERS ARISING

In relation to the playground reports, Cllr Fisk to inform the PC of any points raised within the monthly inspection.

8. TO RECEIVE THE FINANCE REPORT & RETROSPECTIVELY APPROVE CHEQUES RAISED SINCE THE LAST MEETING

The financial report and cheques raised since the last meeting were approved. Cllr Dinsey, Cllr Dr Wymer to complete and circulate the paperwork required for additional signatories. Due to Santander’s criteria for online banking, this facility cannot be actioned at this present time. To be pursued at a later date.

Brockley Chapel 250.00 SALC 180.38 Ickworth School 125.00 BVHMC 7.00 St Andrew’s Church 250.00 BVHMC 750.00 Suffolk Timber Supplies 548.20 Clerk’s salary x 2 187.64

Balance as of 12th July 2022: £28,800.70 Less o/s cheques £28,050.68

9. TO REVIEW AND APPROVE THE DRAFT REVISED RISK REGISTER

With one amendment (village hall to be removed as a PC asset), the revised risk register was unanimously approved. As a live document, to be a standing agenda item. The new Code of Conduct documentation to be circulated for consideration at the next meeting.

10. OBJECTIVES OF THE WEBSITE

All agreed, the newsletter should be the primary method of communication for the village. Cllr Dr Wymer to continue taking on ownership of sending a report to the editor. The Parish Council website to be used for legal documents, councillor contact details etc.

11. TO AGREE A PROCESS FOR RESPONDING TO PLANNING APPLICATIONS

For future planning applications, a response, whether a yes or a no will be mandatory. All councillors to be copied in. If an application is contentious, a short Parish Council meeting will be convened.

12. TRAFFIC CALMING – SOLAR POWERED VEHICLE ACTIVATED SIGN

Although not solar powered, a specification and cost taken from a quotation for an unrelated PC was circulated for consideration. Agreed, Cllr Dinsey to pursue this further with the supplier ElanCity. An update at the next meeting. Concerning the ANPR research project, unfortunately Brockley was not included in the selection process.

13. REVIEW OF POLICY DOCUMENTS

The template for Standing Orders and Financial Standing Orders to be sent to Councillors for discussion/adoption at the next meeting.

14. EV CHARGING POINTS – UPDATE

To be the subject for discussion at the next Village Hall Committee Meeting. Cllr Baber to action. Details of accessible grants to be sought from WSC.

15. YELLOW LINES AT THE BUS STOP

Following on from previous minutes, it was agreed SCC Highways Agency be requested to put in yellow lines and reinstate the wording bus stop. The Clerk to action.

16. DEFIBRILLATOR – STANDING ITEM

No issues.

17. CORRESPONDENCE

Circulated as and when received. Oak posts are due to be delivered next week.

18. PARISH MATERS FOR THE NEXT MEETING

Identified during the meeting.

19. DATE OF NEXT MEETING – 27th September 2022