

Brandeston Parish Council

Monday 8th September 2025 19.30

Brandeston Village Hall

MINUTES

To: Members of Brandeston Parish Council You are duly summoned to attend the next meeting of Brandeston Parish Council to be held at 7.30pm on Monday 8th September 2025 at Brandeston Village Hall.

Public Attendance: Members of the public and press are welcome to attend. At item 5, the public will be invited to give their views/question the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration and will be followed by any County/District Councillors' or Police reports.

- 1/8/9 **Apologies for Absence:** To receive and vote on any apologies for absence - **None**
- 2/8/9 **To receive Declarations of Interest - None**
- 3/8/9 **To consider requests for dispensations - None**
- 4/8/9 **To resolve that the minutes of the meeting of the council held on 14th July 2025 are a true and correct record – proposed and seconded; confirmed.**
- 5/8/9 **Public participation session (15 minutes) to include District and County Councillors Reports – none available.**
- 6/8/9 **To receive Progress Reports for information**
a. PROW – No updates
b. Flooding – No updates
c. SID / Traffic calming – No updates
- 7/8/9 **To consider planning applications**
None
- 8/8/9 **Cllr Baker to provide asset valuation update in preparation of insurance renewal on 1st October. Cllr Baker updated the council. Action: Cllr Baker to forward photographs of the gates to the Clerk. Include brick piers in notifying insurance company. Consider valuation of £50,000.**
- 9/8/9 **Finance**
a. To consider banking reconciliation
b. To approve the Clerk's pay rise as per the Local Government Services Pay Agreement 2025 and backdate from 1st April 2025. Further information [here](#). **Proposed and seconded; approved.**
c. To review the Clerks salary. *Clerk to review whether the regulations/annual pay review around pay rises – Clerk to contact SALC.*
- 10/8/9 **Grants and Donations**
None
- 11/8/9 **Payments**
Items presented for Payment:
a. Parish Online website and email: £312. **Proposed and seconded; approved.**
- 12/8/9 **The Queen Public House update – An update was given on the current enforcement status. Proposal to purchase Land Registry record – proposed and seconded; approved.**

RS
10.11.25

13/8/9 Policies

To approve the Website Privacy Policy in line with requirements: [here](#). Proposed and seconded; approved.

14/8/9 Village Maintenance

- a. To consider the replacement of the Brandeston Village sign – Clerk has spoken to Cllr Bryce and requested further chasing of a quote. No response from Highways currently. Action: Clerk to request both signs to be considered for renewal. To contact Elaine Bryce with further update and what she would require.
- b. To consider the condition and repair of the Brandeston village pump – Cllr Smith to update. Telephone number provided to Cllr Baker for a quote.

15/8/9 Clerk to provide update on the new website and Councillors to advise on any issues with the new email addresses. Update provided

16/8/9 Neighbourhood Development Plan / Housing need survey – To discuss in relation to responding to the ESC questionnaire. Housing Need Survey Autumn 2026 – look up what was involved in this. Ask Rachel to send me the documents. Forward on the Housing Need Survey to Councillors. Ask Councillors to resend. Alistair Chapman with Paul Baker to support a survey to parishioners to see if they would like a NDP. Potentially an online meeting.

17/8/9 Items for consideration for inclusion on the next agenda

17/8/9 Date of next meeting

To confirm the date of the next meeting, scheduled for Monday 10th November 2025.

A Clarke – Clerk and RFO

Radhika
10.11.25