

**Minutes of the Annual Meeting of the Bruisyard Council held on Monday 8 May 2017 at
7.30pm in the Bruisyard Village Hall**

Present: John Marten, Peter Robinson, John McKee, Thelma Barham, Stephen Stow, Anne Smith, Paul Church, the Clerk

1. **Election of Chairman and Vice-Chairman:** It was proposed by John McKee that John Marten carries on as the Chairman of the Council. Stephen Stow seconded this proposal. All in favour. John McKee proposed that Peter Robinson carries on as the Vice-Chairman and Stephen Stow seconded the proposal. All voted in favour.
 2. **Public Participation:** None.
 3. **Apologies for absence:** None.
 4. **Minutes of the last meeting:** The minutes of the last meeting have been circulated and read. Anne Smith proposed that the records of the previous meeting accepted as a true record and Paul Church seconded the proposal.
 5. **Matter arising:** None.
 6. **Allocating members to serve on subcommittees:** Planning Committee and Village Hall committee – all the same members opted to stay on. Bruisyard Social Amenities Committees – all the same members to stay on.
1. **Election of non Councillor Members to the Village Hall subcommittee:** Margaret Sinclair and Teresa McKee will continue to serve on the Village Hall subcommittee. Barry Sinclair and Chris Smith are no longer on the Village Hall committee.
 2. **Financial Matters:**

Anne Smith proposed that financial transactions a) to h) were all in order and John McKee seconded this proposal.

 - a) Payment of £107.70 to Bruisyard Village Hall for commemorative plaque made on 13/03/17
 - b) Payment of £30.24 to Today Type and Design for parish newsletter print made on 13/03/17
 - c) Payment of £61.00 to Scottish Power for utility services made on 15/02/17
 - d) Payment of £55.00 to B T McKee for cleaning made on 21/02/17
 - e) Payment of £50.00 to B T McKee for cleaning made on 20/03/17
 - f) Payment of £61.00 to Scottish Power for utility services made on 17/03/17
 - g) Payment of £61.00 to Scottish Power for utility services made on 15/04/17
 - h) Payment of £65.00 to Rotary Club Framlingham for made on 20/04/17
 - i) At the last statement the Parish Council current account held £2383.60, the deposit account held £482.88 and the Village Hall account held £11034.82.
 - j) Approval of accounts and annual governance statement:
The Clerk had circulated the accounts for 2016-2017 financial year prior to the meeting. Anne Smith proposed that the accounts be approved and John McKee seconded the proposal and all agreed. The Clerk and Chairman signed and dated the

accounts for the Parish Council and the Village Hall together with the bank reconciliation and supporting statement. Clerk reported that documents will be sent to SALC to carry out the internal audit.

Anne Smith suggested that the Parish Council considers a payrise to the Clerk. The Clerk will look into current pay scales for the parish clerks and will report at the next Parish Council meeting.

3. **Review of Parish Council and Village Hall insurance:** we will continue getting our insurance through Community Action Suffolk. Parish Council is a 3-year undertaking and Village Hall insurance to be review when the quote is received in September.
4. **Review of subscription with SALC and CAS:** carry on as we are.
5. **Speeding through the village:** quite a few people speed past the Bruisyard Hall. We need to put up some speed signs. Stephen Burroughes mentioned that he might have some. We need to contact him to request those.
6. **Cleaning village signs:** All road signs and Village Hall signs need cleaning. It is a job for the summer. Just need someone with a bucket full of water to go around and do the cleaning
7. **Dates of 2016-2017 meetings**
Monday 10 July at 7.30pm
Monday 11 September at 7.30pm
Monday 13 November at 7.30pm
Monday 15 January 2015 at 7.30pm
Monday 12 March 2015 at 7.30pm
Monday 14 May 2017: 7.00pm Annual Meeting of the Parish; 7.30pm Annual Meeting of the Council
8. **Any other business**

Oak tree branches in the car park need trimming.

Grass cutting is going well.

The night prior to the Annual Meeting of the Council someone left a white chalk mark on the door of one of the village residents. Another house has recently been burgled. We need to remain vigilant.

Someone still parks in the Village Hall car park overnight. This to be discussed at the next Village Hall committee meeting.

There being no further business The Chairman thanked all those present for coming and the meeting closed at 20.30.