

Bredfield Parish Council

Minutes of the Bredfield Parish Council Meeting held on 9th August 2010, at Bredfield Village Hall at 7.00pm.

Meeting started at 7.05 pm.

Present

Councillors – Mr P Tilley, Mr D Hepper, Mr T Richardson, Mr A Miller.

Chair. Mr A Miller

1.0 Apologies received and reasons accepted by the Parish Council

Ms Anne Henderson, work commitments, Denise Causier, family illness, Grahame Taylor, harvest.

2.0 Planning: To consider the planning application C/10/1820, Erection of cart lodge and annexe at Perseverance Cottage, Bredfield and advise the planning authority accordingly.

The Clerk advised the Council that the annexe was to be built on an existing footprint of a building and that the matters to consider were; Development Control policy DC7 conditions to future use as a separate dwelling, infill, overshadowing and whether the new building was in character with its surroundings. The Council viewed the plans and considered that the property would not affect other dwellings or the landscape character of the area. The Council did agree unanimously to write to the planning authority to request that a condition of use be applied limiting the property to use as an annexe only, not a separate dwelling.

3.0 Parish Council Risk Assessment: The Council reviewed a draft risk assessment drawn up by the Clerk. The following observations were made;

1. That this risk assessment covered all issues of risk management not just those of a financial nature.
2. That the Council had to consider all issues of risk and insure where appropriate, not insure against all risk.
3. The risk assessment was in two parts, a) a policy document that accompanied a detailed b) risk assessment.
4. That the documents formed the basis for an ongoing process to be reviewed annually or as and when circumstances changed.

Following considerable discussion an amended policy statement and risk assessment were agreed. The final documents are attached to these minutes for approval at the next full council meeting.

4.0 Draft Emergency Plan: The Council considered the draft emergency plan and the description process laid out by the clerk.

After detailed discussion it was agreed:

1. The “waterfall” process of dispersing information from the clerk and chair or vice - chair to councillors for further distribution on to the parishioners by area was a suitable process.
2. That the lists provided for leaflet distribution would also be used for the emergency planning process.
3. That a straight forward leaflet explaining the process to parishioners and requesting the services of skilled people would be circulated throughout the Parish.
4. It was agreed that the draft emergency plan would be reviewed again at the next full council meeting.
5. That a revised draft would be circulated before the next parish council meeting (attached to these minutes).

5.0 Financial Regulations: The Council considered the draft regulations as drawn up by The National Association of Local Councils. The Council unanimously accepted the document with permitted changes as the financial regulations for the Parish Council. A copy of which is attached to the minutes.

Meeting ended 8.50 PM.

16.8.10