

## **Bredfield Parish Council**

### **Minutes of the Bredfield Parish Council Meeting held on 17<sup>th</sup> June 2013 in St. Andrew's Church Room, Bredfield at 7.00pm.**

Meeting started at 7.00pm.

#### **Present**

Councillors: Mr A. Miller (Chairman), Mr D Hepper (vice chair), Ms D Causier, Mr G. Taylor, Ms A Henderson

There were no members of the public present.

#### **1.0 Apologies received and accepted by the Parish Council**

Mr D. Leyland

Mr T Richardson

#### **2.0 Confirm minutes of meeting held 29<sup>th</sup> May 2013**

The council unanimously agreed that the draft minutes of the meeting on 29<sup>th</sup> May were a true record and the chairman signed them accordingly.

#### **3.0 Declarations of interest**

None

#### **4.0 Jubilee Field – land purchase**

4.1 Review documentation, agree and sign contract

Councillors scrutinised the documentation and unanimously agreed to proceed. Cllr Miller signed the contract, Cllrs Miller and Hepper signed the land transfer documents and Cllrs Miller and Hepper signed the legal charge. The clerk would send these documents to the solicitors. **AP11/26**

4.2 Agree payment of solicitors' invoice

Councillors were disappointed by the predicted final costs for Prettys' services, which were considerably higher than the estimate they had initially given and which took no account of the parish council's non-profit making, community status and its responsibility for limited public funds.

Despite Cllr Miller's intervention, there had been no movement from Prettys, and councillors recognised the need to pay the March invoice. It was unanimously agreed to do this and a cheque was drawn, which the clerk would send. It was also agreed however, that after the sale the parish council would write to SALC, who had recommended Prettys as solicitors well versed in dealing with parish councils. Councillors agreed that SALC should be alerted to the inaccurate estimate and the lack of transparency or advance warning about costs. The parish council would send a copy of this letter to Prettys.

#### **5.0 Finance**

5.1 Statement of accounts

The clerk had emailed the statement of accounts to 30<sup>th</sup> April, and this was unanimously agreed and was signed by the chairman. The slightly amended receipts and payments summary (following the internal audit) was signed by the chairman.

5.1 Internal audit report

This was read and unanimously agreed by the parish council.

5.2 Agree and sign paperwork for external audit.

Councillors examined the documentation for the external audit and unanimously approved the annual governance statement. The chairman signed the forms as necessary. The clerk will now send these to BDO. **AP13/17**

5.3 Faculty for war memorial repairs

Councillors were disappointed to receive the letter from Mr James Hall (Diocesan Registrar) stating the need for a Faculty and asking for a payment of £170, especially after having had a verbal assurance that a Faculty would not be necessary, given that no construction work was to take place. They were concerned that this was becoming a divisive issue, with the potential to damage relationships in the village. It was unanimously agreed that Cllr Miller should call Mr Hall and challenge the requirement, emphasising the potential loss of goodwill and the need for this work to be processed quickly, out of respect for the contractor and a wish to have it completed during the summer. Cllr Miller would report back to the clerk on this. **AP11/16**

## **6.0 Other matters arising**

Cllr Henderson and the clerk had been on a website training course at SALC which had been very useful. They had learned how to set up a parish council website under the umbrella of One Suffolk <http://www.onesuffolk.net/> . They had spent some time already working on this, but had not yet published anything. Councillors were enthusiastic about what had been achieved so far. Cllr Henderson and the clerk would provide an update at the next meeting.

**Meeting ended 8.05pm**

KB 18.6.13