

## BRUNDISH PARISH COUNCIL

Meeting: Wednesday, 12<sup>th</sup> March 2025, 7.30pm  
at Brundish Village Hall

### AGENDA

Agenda Item		
BPC/25/05	<b>To receive Apologies</b> for Absence/Reasons: Cllr P Smiddy	7.30 pm
BPC/25/06	<b>To receive any Declarations of interest</b> with regards to Items on the Agenda:	
BPC/25/07	To consider Requests for Dispensations.	
	<b>MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND</b>	7.35 pm
BPC/25/08	<b>To Approve the Minutes of the BPC Online Review: 08.01.2025</b>	7.40 pm
BPC/25/09	To receive <b>Progress of Actions</b> from previous BPC Meeting Mins. - Clerk to advise	7.45 pm
	<b>MEMBERS OF THE PUBLIC ARE WELCOME TO PARTICIPATE / ASK QUESTIONS</b>	7.50 pm
BPC/25/10	<b>To receive Reports from the District and County Councillors</b> a) District: Cllr Anders Linder – February Report b) County: Cllr Matthew Hicks – March Report	
BPC/25/11	<b>Planning:</b> To consider any applications received and note decision. a) MSDC – DC/24/02398 & DC/24/04648. 13 Crown Corner IP13 8BD. Email 22.1.25 from MSDC: Reserved matters have been refused for the development proposed.	8.15 pm
BPC/25/12	<b>Open Spaces and Amenities:</b> To receive updates on matters discussed at the last meeting and review progress. a) Village Green b) Village Hall + Car Park & Recycling Bins c) Defibrillator – Maintenance update, via Clerk. - New Pads replaced 25.1.2025 - Defibrillator reactivated: 25.1.2025 d) Highways & Road Signs e) Footpaths f) PCC – ‘Friends of St. Lawrence Church’	8.20 pm
BPC/25/13	<b>To consider any further correspondence received via Clerk.</b> A. Request to repair 30mph Sign, approach to Crown Corner B. Community Heartbeat – Defib Training/possible joint funding with Wilby PC and the possibility of introducing a VETSystem (Voluntary Emergency Telephone System) within Brundish.	8.30 pm
BPC/25/14	<b>BPC ‘Housekeeping’</b> – Parish Monthly Check List – a) Prepare end of Year accounts – see: BPC/25/17	8.40 pm

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BPC/25/15	<p>1. <b>Finance/Administration, including:</b> (RFO – Cllr C King)</p> <ul style="list-style-type: none"> <li>a) <b>Expenditure v Budget – BPC Accounts 2025</b></li> <li>b) <b>Barclays Community Bank – current Statement</b></li> <li>c) <b>VG Savings Account</b></li> </ul> <p>2. <b>Clerk - Annual Salary Review</b></p> <p>3. <b>Receipts</b></p> <ul style="list-style-type: none"> <li>a)</li> </ul> <p>4. <b>Invoices for Payment</b></p> <ul style="list-style-type: none"> <li>a) £ A Austin, Clerk – Salary, Months: Feb &amp; March 2025</li> </ul> <p>5. <b>Under £200 BPC Authorised Payments:</b></p> <ul style="list-style-type: none"> <li>a)</li> </ul> <p>Above for Approval / Seconded:</p>	8.45 pm
BPC/25/16	<p><b>2025-26 Precept</b> update:</p> <ul style="list-style-type: none"> <li>a) Email 20.1.2025: Brundish PC – MSDC, Precept 2025-26 request received.</li> <li>b) Email 24.1.2025: BMSDC confirm receipt of BPC Precept for 2025/26 of £4,924.</li> </ul>	8.55 pm
BPC/25/17	<p><b>Request (RFO) to book Auditor for Annual Audit 2025:</b></p> <ul style="list-style-type: none"> <li>a) SALC – Internal Auditor</li> <li>b) AN Other?</li> </ul>	9.00 pm
BPC/25/18	<p><b>Brundish PC – Policies and Procedures – 2025 Review &amp; Update.</b> Documents to be reviewed and updated for BPC Website.</p>	9.05 pm
BPC/25/19	<p><b>Matters/Proposed Agenda Items</b> for future consideration/inclusion at next BPC Meeting:</p> <ul style="list-style-type: none"> <li>1/ BPC Policies &amp; Procedures – Update on documentation</li> <li>2/ Xx</li> </ul>	9.15 pm
BPC/25/20	<p><b>Items for BrunbyNews...</b></p> <ul style="list-style-type: none"> <li>1. Xx</li> </ul>	9.20 pm
BPC/25/21	<p><b>Date of Next Brundish PC Meeting: 7<sup>th</sup> May = Annual Meetings</b> Discuss running order etc. for both Meetings.</p> <p><b>Proposed Remaining 2025 Meeting Dates:</b> To be discussed/agreed... <b>Wed 9<sup>th</sup> July / Wed 10<sup>th</sup> Sept / Wed 12<sup>th</sup> Nov</b></p>	9.30 pm