



GREAT BRICETT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Bricett
Tuesday, 26th May 2026 at 7pm.

Present:

Councillors: S Burnett (Chairman)
A Auchterlonie
S Tetlow
K Hamilton-Harris
R Morley

In Attendance J Blackburn – Clerk

GB01/26/27 – ELECTION OF CHAIR

Cllr Burnett declared the meeting open.

Cllr Morley proposed that Cllr Burnett be elected as Chair, which was seconded by Cllr Auchterlonie.

Decision – Cllr Burnett was duly elected Chair.

Cllr Burnett signed the Declaration of Acceptance of Office and then took the Chair for the remainder of the meeting.

GB02/26/27 – ELECTION OF VICE-CHAIR

Cllr Burnett proposed that Cllr R Morley be elected as Vice-Chair, which was seconded by Cllr Tetlow.

Decision – Cllr R Morley was duly elected Vice-Chair.

GB03/26/27 – TO RECEIVE APOLOGIES OF ABSENCE

None had been received.

GB04/26/27 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

GB05/26/27 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB06/26/27 - TO APPROVE THE MINUTES OF THE MEETING HELD ON MONDAY, 10th MARCH 2026

It was AGREED: That the minutes of the meeting held on Monday, 10th March 2026 be approved as a true record and signed by the Chairman.

GB07/26/27 – TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES

SALC – All Cllrs
Wattisham - Cllr Burnett

GB08/26/27 – AUTHORISATION OF ANNUAL SUBSCRIPTIONS

It was AGREED: That the annual subscription of £330.42 be paid to the Suffolk Association of Local Councils in order to renew the Parish Council's membership.

GB09/26/27 – PUBLIC FORUM

One member of the public was present. No issues were raised.

GB10/26/27 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR GARY KEOGH

Newly elected Cllr Keogh was not present at the meeting and a report had not been received.

GB11/26/27 - TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DANIEL PRATT

Cllr Pratt was not present at the meeting and a report had not been received.

GB12/26/27 – TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk had nothing to report other than what was on the Agenda.

b) TO RECEIVE THE CLERK'S FINANCIAL REPORT

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 26th May 2026 was £22,480.14.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (May)	£382.81
Jennie Blackburn	Clerk's Office Allowance/Exp (May)	£39.42
Trevor Brown	Internal Audit 2025/26	£350.00
SALC	Membership Renewal	£330.42
NSK Landscapes	Grass Cutting (Community Woodland / Meadow)	£587.24
ISO	Data Protection Renewal	£47.00
M Burnett	Flag Reimbursement	£6.50
M Burnett	Pins Reimbursement	£12.20

The following payments were ratified:

Jennie Blackburn	Clerk's Pay (Apr)	£382.81
Jennie Blackburn	Clerk's Office Allowance/Exp (Apr)	£26.00
HMRC	PAYE to end 5th Apr	£50.23
NSK Landscapes	Grass Cutting (Community Woodland)	£515.24

It was AGREED: That payments totaling £2,729.87 be authorised and actioned by the Clerk.

The following receipts were also noted:

MSDC	Precept (1st Instalment)	£6,586.00
HMRC	VAT Reclaim - 2025/26	£821.11

d) **ANNUAL GOVERNANCE STATEMENT – 2025/26**

The Annual Governance Statement was completed by the Council and signed by the Chair and the Clerk.

e) **END OF YEAR 31ST MARCH 2026 STATEMENT OF ACCOUNTS**

The Statement of Accounts was presented for approval. **Decision** – approved and signed by the Chair and the Clerk

f) **INTERNAL AUDITOR’S REPORT – 2025/26**

The Internal Auditor’s Report for 2025/26 was received and it was noted that no recommendations had been made.

g) **CIL REPORT – 2025/26**

It was AGREED: That the CiL report for 2025/26 be approved and signed.

h) **ASSET REGISTER – 31ST MARCH 2026**

It was AGREED: That the Asset Register for 31st March 2026 be approved.

Cllr Morley stated that the Telephone Box in which the defibrillator was housed needed to be added to next year’s Asset Register. **Clerk to action.**

i) **DIRECT DEBITS**

It was AGREED: That the direct debit to the Information Commissioning Office (ICO) for the Data Protection renewal of £47 be approved.

GB13/26/27 - PLANNING APPLICATIONS

None had been received.

GB14/26/27 – PLANNING DECISIONS

None had been received.

GB15/26/27 – ACTION TRACKER DOCUMENT

The Action Tracker document was reviewed with the following points being made:

- Solar panels for village hall – Cllr Auchterlonie had looked into the options and reported that he felt it would not be beneficial at the current time, but would be worth revisiting once the boiler had reached the end of its life.
- Fire Regulations at Village Hall – all were in place
- Twinning – Cllr Hamilton-Harris reported that she had spoken to the residents who had visited the village Great Bricett would be twinned with and she had said it would be difficult due to the size of the village. She would continue to investigate.

GB16/26/27 – ZEBRA CROSSING – RINGSHALL

Cllr Pratt had contacted the Chair and Clerk in relation to Ringshall Primary School and his plans to assist with the installation of a zebra crossing. He would be interested to know the views of Cllrs and residents at Great Bricett.

The member of the public present stated that she thought it would be worthwhile as during school drop off and pick up many children and their parents/carers would cross the road to where their cars were parked at the village hall.

Cllrs were also in support of the proposal. **Clerk to inform Cllr Pratt.**

GB17/26/27 - BUSINESS PARK

Cllr Hamilton-Harris reported that noise coming from the Business Park was continued to be reported and it was suggested that the Clerk liaise with the Park's owners. **Clerk to action.**

Cllr Auchterlonie reported that he would check the terms of use with the planning applications for the site and would report back to the next meeting. **Cllr Auchterlonie to action.**

GB18/26/27 – ALLOTMENTS

The possible provision of allotments in the village was discussed. It was noted that only land owned by the Parish Council could be considered. The meadow recently purchased could be considered along with other potential uses.

A general discussion took place. The Clerk reported that from experience allotments in other parishes had started off well with lots of enthusiasm, only for allotments to become 'empty' with them ending up being left unkempt.

GB19/26/27 – SOLAR PANELS – VILLAGE HALL

This was discussed earlier in the meeting.

GB20/26/27 – LAND MOVING FORWARD

Members discussed the recent land purchase and suggestions made at the Annual Parish Meeting held on 12th May 2026.

The following points were made:

- **Maintenance** – Parish Council would pay for grass cutting which included those prior to village events. Personal events, such as weddings, the hirer would be charged. **All Agreed.**
- **Gate Access** – the location of the access point was discussed and it was noted that if the location of the access needed to be changed a cost would be involved to submit a planning application. Pedestrian access was also considered.
- **Booking and Management** – in terms of opening up the gate for event parking Members discussed the best option for key availability and agreed that the Village Hall Management Committee (VHMC) should be a key holder for the land and manage any bookings. It was suggested that they inform the Parish Council of its use, which could then be monitored. **All Agreed.**
- **Biodiversity** - Suggestions were made as to additional planting and trees. Mixed views were made as it was felt trees could take up space.

The boundary fencing was also discussed with it being noted that parts of the current fencing was rotten and would require replacement in the near future. Other suggestions were made such as hedging alongside the fencing. Members discussed the pros and cons of a hedgerow with it creating extra security, plus good for wildlife, but would also

create additional, ongoing costs. CiL money was discussed and also locality funding could be applied for to either pay for the fence to be removed, or to plant trees.

- **Short Term Plans** – 28 day rule – Cllr Auchterlonie reported that everyone should be aware that the rule existed, where landowners were allowed to temporarily change the use of land or install moveable structures for up to 28 days without planning permission, which could be useful for fetes or other such events.
- **Long Term Plans** – a new village hall, which was a suggestion at the Annual Parish Meeting, could be considered long term.

Other issues were mentioned which included the village sign's location, which was currently located on adjacent land.

GB21/26/27 – BIODIVERSITY FOR VILLAGE

Resident, Adria Pittock, was present and reported that whilst Great Bricett was in one of the most nature depleted countries in the world, there was obvious commitment to 'greening' and increasing wildlife habitat in the village by way of the Community Woodland and recent purchase of the Meadow.

Enhancements could be made by way of increasing the shrubby areas, nesting opportunities, wild flower sowing and dead wood pile etc.

She explained that the village was surrounded by intensively farmed arable land with a couple of planted woodland areas and would be of significant enhancement to local wildlife if the areas of woodland that had been planted locally and the community meadow could be 'joined up' along the Brook to create some wildlife corridors, which would significantly enhance the biodiversity / conservation value of the work that had already been undertaken in the village and by the local farmer / Land Manager.

Ultimately, maybe the long term aim would be to see if there was a way of encouraging more of the villagers to also get involved in some new environmental initiatives relating to land use / gardens etc within the village - many were already very engaged with conservation / wildlife enhancement judging by some of the conversations already had.

In the short term, expanding on the 'wins' already been undertaken in Great Bricett:

1. Planting a hedge around the new meadow that the village had bought on two of its three sides and letting the wood encroach onto the field to blur the almost straight line that was there now - without impeding on the space that was wanted for other purposes in the village.
2. Ask the farmer whether he could take part in this initiative by letting the hedges along the brook and around all the fields he managed in the village be allowed to provide more of a habitat for birds and other wildlife. Could he for example not cut the hedges back so 'drastically' but let them grow taller and wider so that they could provide nesting sites for birds in the spring and summer and food for the birds in the winter. The existing hedges were wonderfully species rich but they were not able to function as decent hedge habitat at present because they are being excessively cut back every winter / early spring. Maybe the farmer could cut sections of the hedge each year rather than all of it or cut alternate sides each year. There were many ways of managing the hedges whilst enhancing wildlife value.
3. There was significant opportunity to increase the value of the habitat under the hedgerows and along the brook by again not cutting all the vegetation back along the tops of the watercourse and under the hedge each year. Maybe brook sides and under the hedges could be cut only on alternate years for example or partially cut rather than cutting the whole length every time.

Adria Pittock stated that it would be great if the Parish Council agreed the following actions:

- Approach the District Councillor for some funding for hedge planting on the new meadow.
- Ask the landowner along to a Parish Council meeting to talk about the environmental management of the woods, grassland and watercourse areas on the farm.
- Develop a Nature Improvement Plan for Great Bricett in collaboration with the villagers and the landowner.

Councillors were in support of the proposed ideas surrounding biodiversity and were happy to work further on the ideas.

GB22/26/27 – SEWAGE PROCESSING SITE – WATTISHAM AIR BASE

Cllr Hamilton-Harris reported that she had received complaints from residents that the sewage sludge that had moved from near the Red Lion to close proximity of the village was a serious threat to the village water course and needed to be moved asap.

She added that she had seen an article of a similar incident where a temporary stopping order, followed by a permanent order was put in place, if the site was not cleared.

After multiple testings, it was identified that the site was in breach of standards as it was not sealed and was 170 times the recommended safe levels of ammonia, posing a serious threat to aquatic life in the area.

She raised her concerns over the issue in Great Bricett.

She had liaised with Cllr Dan Pratt and was awaiting his reply.

Cllr Auchterlonie suggested that the Environment Agency be contacted and also DEFRA. **Cllr Hamilton-Harris to action.**

GB23/26/27 – YELLOW LINES – JUNCTION

The Clerk reported that she had received confirmation that the works were due to be carried out in July.

GB24/26/27 - COMMUNITY WOODLAND

Cllr Tetlow reported that the swallow boxes were occupied with Blue Tits. The Dove Project had fallen through as the Farmer was not in agreement with it taking place.

He added that part of the land had been scarified in order to help attract bees. The pond water was fairly low and the Church would be asked if their tap could be borrowed, as had been done previously, to fill the pond back up.

He explained that an option for filling the pond would be to purchase water butts and also a kit that would eliminate chlorine and move the water to the pond from the butts, which would also stop algae from growing.

It was AGREED: That Cllr Tetlow look into a quote for the water butts and kit system.

GB25/26/27 - VILLAGE HALL

Whilst there was nothing to report, Cllr Auchterlonie reported that at the rear of the hall some pointing made be required in the future and also repair to a dropped lintel.

GB26/26/27 - FOOTPATHS

Nothing to report.

GB27/26/27 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Provision of dog mess bags were being topped up – Cllr Tetlow
- Member of the public, Adria Pittock, expressed an interest in joining the Parish Council. Members were pleased with her interest – Next Agenda

GB28/26/27 – DATES FOR 2026/27 MEETINGS

The following dates were approved:

Tuesday, 12th May 2026
Tuesday, 7th July 2026
Tuesday, 15th September 2026
Tuesday, 10th November 2026
Tuesday, 12th January 2027
Tuesday, 9th March 2027

GB29/26/27 – DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, **7th July 2026** at 7pm.

The meeting finished at 9.10pm.

Chairman: Dated: