

GREAT BRICETT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Bricett
Tuesday, 15th September 2026 at 7pm.

Present:

Councillors:	S Burnett (Chairman)
	S Tetlow
	K Hamilton-Harris
	A Pittock
In Attendance	J Blackburn – Clerk

GB52/26/27 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Morley and Cllr Autcherlonie. District Cllr Pratt had also sent his apologies.

GB53/26/27 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

GB54/26/27 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

GB55/26/27 - TO APPROVE THE MINUTES OF THE MEETING HELD ON MONDAY, 7th JULY 2026

It was AGREED: That the minutes of the meeting held on Monday, 7th July 2026 be approved as a true record and signed by the Chairman.

GB56/26/27 – PUBLIC FORUM

Eight members of the public were present for item 8 on the Agenda.

GB57/26/27 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR GARY KEOGH

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

GB/58/26/27 - TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR DANIEL PRATT

Cllr Pratts' report had been circulated prior to the meeting and would be published on the village website.

GB58/26/27 – BUSINESS PARK UPDATE

David and Danielle Gooderham, owners of the Business Park were present at the meeting.

Residents spoke of their concerns, about incidents that had occurred over the past weeks. Following Mrs Gooderham's attendance at the Parish meeting in November 2025, where she asked residents to note down dates and times of incidents. The concerns raised were as follows:

- Noise pollution
- Dog Barking

- Tenants working late at night and at weekends – outside of working hours
- Revving of car engines
- Cars speeding around the site
- Loud music at unsociable hours

Prior to the meeting dates and times had been shared with the owners of the site via email.

They reported that they followed up each incident by checking CCTV cameras situated around the whole site and noise detection devices. As a result they had evicted some tenants for not following the rules.

The owners also reported that a WhatsApp group chat had been set up with all tenants so they can be spoken to quickly.

They confirmed that the hours of work should be Monday to Friday 8am to 5pm, Saturday mornings 9am to 1pm with no working on Sundays or Bank Holidays. Residents confirmed that that was not happening.

They also explained that electric gates with a telephone code to access them was soon to be installed to ensure the only people entering the site were the tenants themselves, rather than family members of friends. Speed humps were also planned to slow down vehicles on site.

Mrs Gooderham reported that in relation to the sound of a dog barking at all hours of the day and night, investigations would continue but it was a difficult concern to rectify. No dogs had been seen on the site.

Mr Gooderham confirmed that due to works completed the foul discharge smell had been rectified so no more issues should occur.

The owners asked residents to continue to note further incidents and report them to the owners as soon as possible for them to act. Their contact details were shared with residents.

Mr Russell Barnes, Architect, was also present and explained the proposed plans for the site.

He explained that changes had been made to the proposals from the ones discussed at the November 2025 meeting by way of no Housing Association houses to be included and the site would not now all be residential.

The site would consist of nine houses, four bed houses and two bed bungalows, which would be at the front of the site, with the rear of the site retaining business use. A community building was also proposed for the front of the site, which he confirmed would not conflict with the Village Hall.

He explained that the owners wished to keep the site as simple as possible and would be happy to receive suggestions on the house types for the site. The access would remain the same.

GB59/26/27 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) **CLERK'S REPORT**

The Clerk reported that in relation to the Street Light at the entrance to The Green she was awaiting a quote from Highways to remove the light. Highways had confirmed to her via email that if the light has not been in use for six months it should be removed, at the cost of the Parish Council.

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 8th September 2026 was £24,520.09.

c) **TO AUTHORISE PAYMENTS AND NOTE RECEIPTS**

The Clerk reported the following payments be authorised:-

Printerland	Black Ink Cartridge (Clerk's Printer)	£104.98
NSK Landscapes	Grass Cutting - Woodland & Meadow	£515.24
Jennie Blackburn	Clerk's Pay (Sept)	£382.61
Jennie Blackburn	Clerk's Office Allowance/Exp (Sept)	£40.68
Zurich	Insurance Renewal	£377.81
PKF Littlejohn	External Audit - 2025/26	£378.00
Suffolk County Council	Yellow Lines Contribution	£3,000.00

The following payments were ratified:

Jennie Blackburn	Clerk's Pay (Jul)	£382.81
Jennie Blackburn	Clerk's Office Allowance/Exp (Jul)	£33.70
MSDC	Bin Emptying 2026/27	£309.00
Jennie Blackburn	Clerk's Pay (Aug)	£382.61
Jennie Blackburn	Clerk's Office Allowance/Exp (Aug)	£26.00
Printerland	Black Ink Cartridge (Clerk's Printer)	£104.98

It was AGREED: That payments totaling £5,933.44 be authorised and actioned by the Clerk.

The following receipts had been received:

MSDC	Precept - 2nd Instalment	£6,586.00
Somersham PC	Contribution to Ink Cartridge - Clerk's Printer	£17.49

d) **BANK RECONCILIATION**

It was AGREED: That the Bank Reconciliation be approved.

e) **ANNUAL HOURLY INCREASE**

It was AGREED: That the annual hourly rate increase for the Clerk be approved. **Clerk to action**.

f) **INSURANCE RENEWAL**

It was AGREED: That the insurance renewal of £377.81 be accepted and paid. **Clerk to action.**

g) **EXTERNAL AUDIT REPORT – 2025/26 / RE-STATEMENT OF SECTION 2 (AGAR)**

The Clerk reported that the External Auditor had informed her that the tick box on Section 2 of the AGAR needed to be 'yes' rather than 'no'. The Clerk amended the page and initialed the document. It was re-submitted to the External Auditor and was published on the website.

It was AGREED: That the External Audit report be approved.

GB60/26/27 - PLANNING APPLICATIONS

None had been received.

GB61/26/27 – PLANNING DECISIONS

None had been received.

GB62/26/27 – ACTION TRACKER DOCUMENT

The Action Tracker was reviewed and updated.

GB63/26/27 – VILLAGE DEVELOPMENT PLAN

It was AGREED: That this item be deferred to the next meeting.

GB64/26/27 – JOINT NEIGHBOURHOOD PLAN

It was AGREED: That this item be deferred to the next meeting.

GB65/26/27 – UPDATE ON THE MEADOW

a) Quotes for fencing

Cllr Burnett reported that she had received three quotes for fencing around the perimeter of the Meadow. Clarke Fencing had quoted £6,700 for three sides of fencing and £8,000 for four sides and included all materials to be cleared. Goddards has quoted £14,000 for three sides and £17,000 for four sides. James Firman's quoted stated £12,750.

Members discussed the quotes and felt that the cost far exceeded their available funds. They discussed the condition of the current fence and considered all options which included keeping the fence and planting a hedgerow along its length.

They also discussed fencing along the road side only and planting a hedgerow for the rest. A pedestrian gate was also discussed.

Members felt that further consideration was required and to put the project on hold.

Other areas discussed was the installation of a mirror opposite the entrance to aid exiting the site plus the adjacent owner to cut the hedgerow already there.

The Clerk reported that for insurance purposes a Risk Assessment should be put together and held on file, the extent of the Assessment was discussed.

Also for insurance purposes members considered the installation of signs which should state "Parking at your own risk".

It was AGREED: That Cllr Burnett ask for quotes for a pedestrian gate only. **Cllr Burnett to action.**
That the Clerk complete a Risk Assessment. **Clerk to action.**
That a 'Parking at your own risk' sign be purchased and installed. **Cllr Burnett to action.**

GB66/26/27 – BIODIVERSITY FOR VILLAGE

A discussion took place in relation to the 'National and Emergency Briefing on Climate Crisis' video that Chris Packham, Presenter and Environmental Campaigner, had put together, which was discussed at the previous Parish Council meeting.

Cllr Pittock confirmed that it would be shown at the Village Hall on 29th October 2026.

A discussion took place in relation to the showing of the video being a village event, rather than a Parish Council event and should be advertised as such, which members agreed.

Cllr Pittock stated that it would be open for all to attend and she would publicise the event.

GB67/26/27 - COMMUNITY WOODLAND

Cllr Burnett reported that how to keep the pond filled with water continued to be an issue. She also reported that the weeds within the pond needed to be cleared by someone who had access to waders.

During a brief discussion members felt that it was an option to reduce the size of the pond as future summers would be warmer with droughts becoming the norm. Therefore, filling the pond would be more of a problem during hosepipe bans.

GB68/26/27 - VILLAGE HALL

a) Repair and maintenance

It was AGREED: That this item be deferred to the next meeting.

Cllr Burnett reported that she had been informed that new heaters were being installed in the toilets and a light at the rear fire door had also been installed.

She added that the Village Hall Management Committee had agreed for the Hall to become a designated Local Rest Area during times of emergency through the District Council.

GB69/26/27 - FOOTPATHS

It was noted that many new bridges had been installed along footpaths in the parish.

It was also noted that litter around the parish had increased.

GB70/26/27 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Meadow should be open on nights of Parish Council meetings
- Cllr Tetlow notified members of his resignation from the Parish Council. Members thanked him for all his work whilst a Cllr. He stated that he would continue to volunteer for the Community Woodland and other areas if required.

GB71/26/27 – DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 10th November 2026 at 7pm.

The meeting finished at 8.30pm.

Chairman: …… Dated: ……