

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 21st JANUARY 2019 COMMENCING AT 7.15 PM**

<u>Item.</u>	<p>Members present: Councillor Philip Reeve chaired the meeting with Councillors Maggie Dunn, Diana Boys, Matthew Parker and Kate Trevitt. 3 members of the public were present.</p>									
<u>1.0</u>	<p><u>Chairman's welcome and to receive apologies for absence</u> Councillor Philip Reeve welcomed everyone to the meeting. Apologies for absence were accepted from Councillors Peter Fisk and Nicky Crouch.</p>									
<u>2.0</u>	<p><u>Council to consider co-opting Nick Ellis onto the Council</u> Councillors resolved to co-opt Nick Ellis onto the Council. Proposed Kate Trevitt, seconded Councillor Maggie Dunn, unanimous decision.</p>									
<u>3.0</u>	<p><u>Open Public Session</u> A resident raised the issue of the drains on Livermere Road continuing to flood and speeding on this road. Councillors are looking for a second site for a Vehicle Activated Sign in conjunction with Suffolk County Council's criteria. The traffic impact assessment from the North East Development is on-going. The Parish Council had raised the impact of this development on East Barton Road, School Road and Green Lane. The clerk will contact St Edmundsbury Borough Council for an update. The Community Speed Watch scheme was discussed again but a volunteer co-ordinator has not been found. The subject of deer culling was raised.</p>	LJH								
<u>4.0</u>	<p><u>Report from Councillor Rebecca Hopfensperger</u> Councillor Rebecca Hopfensperger reported that the drains at the entrance to The Park and adjacent to this entrance on the A143 are including on the 6 monthly cleansing schedule for June and December. There was a discussion on the white gates as you enter the village on East Barton Road. Gt Barton can have taller gates and the email with the design details will be forwarded. Councillor Matthew Parker will obtain some costs. Councillor Rebecca Hopfensperger was unable to clarify if additional funding could be added to the cost for the taller gates. Suffolk County Council have started their budget process and special educational needs provision. East Barton Road is undergoing resurfacing works.</p>	RH RH MP								
<u>5.0</u>	<p><u>Report from Sarah Broughton</u> Councillor Sarah Broughton reported that a working party to tidy up Diomed Drive woods is being arranged with Councillor Kate Trevitt. Councillor Sarah Broughton is looking at donating 2 benches for the green. Councillor Diana Boys raised the issue of litter, especially at the junction of Brand Road and Mill Road. Councillor Maggie Dunn will contact the primary school to arrange a 'design a poster' competition and these can then be used as 'no litter' signs.</p>	MD								
<u>6.0</u>	<p><u>Declarations of Interest and requests for dispensations.</u> There were no declarations of interest or request for dispensations.</p>									
<u>7.0</u>	<p><u>Financial – Council to consider:</u></p>									
<u>7.1</u>	<p>a) Payment of Accounts – Council resolved to pay the following accounts. Proposed Councillor Maggie Dunn, seconded Councillor Kate Trevitt, unanimous decision.</p>									
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Payee</th> <th style="width: 50%;">Details</th> <th style="width: 12.5%;">VAT reclaimed</th> <th style="width: 12.5%;">Total</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Payee	Details	VAT reclaimed	Total					
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	HMRC	PAYE/NICS		£117.21
	NEST	Pension contributions		£31.55
	Gt Barton Thankgiving Fund	Hall hire		£10.00
	L J Harley	Clerks salary		£924.42
	S Deare	Neighbourhood Plan Clerk salary/expenses		£216.00
	Vertas Group Ltd	Grass cutting	£251.04	£1,506.24
	BT	Telephone line village hall	£9.99	£59.97
	Total payments January			£2,865.39

7.2 b) **Financial report from the Responsible Financial Officer including details of reserve budgets and spending against them, the bank reconciliations and any items arising from risk assessments**
Councillor Maggie Dunn had checked the bank reconciliations which had been circulated to Councillors. There were no questions.

The Clerk reported the following bank balances at 31/12/18:

Current A/C	£24,542.65
Bus Reserve	£60,436.49
TOTAL	£84,979.14

Reserves :

RESERVES	BALANCE
Small Projects	£15,154 - Earmarked: £3,000 School Lane footpath, , Replacement tree for Conyers Green £150, £50 for festival, Total balance £11,954 (Freedom Church owes £1,750 for Mill Road crossing)
Neighbourhood Plan	£4,991 – Earmarked £30 extra hours Linda, £150 for CAS technical help, Ian Poole accrued fees Dec 18 £550 & £1040 SD salary to June 2019 = Total balance £3221
Neighbourhood Plan Grant	£0
Youth Project	£938
General	£20,563
Allotments	£70
Asset maintenance	£ 4,482
Asset acquisition	£7,160(Earmarked : Community Speed Watch £1,007) Total balance £6,153
Icepits Wood	£18,572 (earmarked : £15,000 pump track) Balance = £3,572
Total reserves	£71,930

7.3 New signs purchased for Park Lane have been added to the asset register.
c) Councillor Philip Reeve confirmed that a grant from Groundwork has been accepted for £3,252. This should be spent by 31/3/19. The Neighbourhood Plan needs to be instep with West Suffolk's new plan. Councillors resolved to extend the

	Neighbourhood Plan consultants appointment. Proposed Councillor Philip Reeve, seconded Councillor Diana Boys, unanimous decision.	
<u>7.4</u>	d) Councillor Matthew Parker had reviewed the trees on the boundary of Icepits Wood, raised concerns with the cost of trimming some branches back and recommended not carrying out the work. This relates to work in groups E and F on the plan. Councillor Philip Reeve will liaise with a resident who had concerns with trees next to his property and liaise with the tree surgeon. Councillor Philip Reeve is investigating help with a Woodland Management Plan.	PR PR
<u>7.5</u>	e) The Council resolved to adopt the National Joint Council for Local Government Services new pay scales from 1/4/2019 which increases SCP 25 from £12.01 to £12.39 per hour. Proposed Councillor Philip Reeve, seconded Councillor Kate Trevitt, unanimous decision.	
<u>7.6</u>	f) Councillors confirmed that the Clerk may attend the Election Training at West Suffolk House. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.	
<u>7.7</u>	g) The Council currently pays 3% into the workplace pension scheme, which is the minimum requirement under the Pensions Act 2008 . From April the Clerk will increase her contribution from 4 – 5%.	
<u>8.0</u>	<u>To sign the minutes of the Council meeting on 10th December 2018 as an accurate record of the meeting</u>	
<u>9.0</u>	The minutes of the Council meeting on 10 th December 2018 were signed as an accurate record of the meeting. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker , unanimous decision.	
<u>9.0</u>	<u>Adoption of new policies for the General Data Protection Regulations</u> New policies relating to General Data Protection Regulations and amendments to existing policies had been circulated for Councillors to approve at February’s meeting.	LJH
<u>10.0</u>	<u>Chairman’s Report</u> The Housing Needs Survey results are being compared and contrasted. The Neighbourhood Plan working group are starting to formulate the next series of policies.	
<u>11.0</u>	<u>Items arising from December’s meeting:</u> (a) How often the drains are cleaned on the A143 and at the entrance to The Park – this item has already been covered under item 4. (b) Update on Maple Green grass cutting – The Council discussed the ownership and maintenance of Maple Green. Councillor Philip Reeve will contact Jo Churchill for advice. (c) Site for Vehicle Activated Sign on Livermere Road – Councillor Philip Reeve and the Clerk will investigate Suffolk County Council’s criteria for this location. (d) Cost of multi-use signs for bins in the village – The clerk is investigating. (e) ‘No Vehicular Access’ signs for Park Lane are due to be installed in the next few weeks.	
<u>12.0</u>	<u>Replacement editor for newsletter, how to proceed with the spring edition and any interest from local schools/colleges</u> There had been no interest from Schools or colleges in editing the newsletter. A meeting is being arranged with the Freedom Church.	LJH
<u>13.0</u>	<u>Planning the Annual Parish Meeting</u>	

	<p>Speakers for the Annual Parish Meeting will include the Police and Borough and County Councillors. The Clerk will ask the History Society to give a presentation and St Edmundsbury Borough Council for an update on the Town Centre project.</p> <p><u>14.0</u> <u>Including Councillor Diana Boys on the Planning Committee</u> The Council resolved to include Councillor Diana Boys on the Planning Committee. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision.</p> <p><u>15.0</u> <u>Updates on Village Projects</u></p> <ul style="list-style-type: none"> (a) An update on the Neighbourhood Plan had already been given. (b) The Village Litter Pick/Spring Clean will take place on Saturday 27th April. The Village Hall has been booked for refreshments. (c) There is no street furniture on Green Lane suitable to attach the Vehicle Activated Sign to. It was reported that residents have raised a petition regarding speeding on the lane. The clerk will confirm the criteria for 30mph speed limits. <p><u>16.0</u> <u>Councillors Reports</u> Councillor Maggie Dunn gave details of the Safeguarding Policy for Parish Council's and volunteered to be the Safeguarding Officer. The Clerk will circulate the policy for Councillors to review. Councillor Matthew Parker suggested that each Councillor should chose a project to take forward. This will be discussed at the February meeting.</p> <p><u>17.0</u> <u>Council to sign the minutes of the planning meeting on 14th January 2019 as an accurate record of the meeting and review the completed planning applications from St Edmundsbury Borough Council</u> The minutes of the planning meeting on 14th January 2019 were signed as an accurate record of the meeting. Proposed Councillor Maggie Dunn, seconded Councillor Philip Reeve, unanimous decision. Council reviewed the completed applications from St Edmundsbury Borough Council.</p> <p><u>18.0</u> <u>Correspondence</u> There were no items of correspondence.</p> <p><u>19.0</u> <u>Items to be discussed at the next meeting.</u> No items were raised.</p> <p><u>20.0</u> <u>Closing Public Session</u> No further items were raised.</p> <p><u>21.0</u> <u>Date of next meeting</u> The next Parish Council meeting is on Monday 18th February 2019 at 7.15pm.</p> <p>There being no further business the meeting closed at 9.40 pm</p> <p>CHAIRMAN</p> <p>Sign and print name</p> <p>Signed as confirmation that these minutes are a true record.</p>	LJH
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