

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON  
MONDAY 19<sup>th</sup> MARCH 2018 COMMENCING AT 7.15 PM**

<b><u>Item</u></b>	<p><b>Members Present : Councillor Maggie Dunn chaired the meeting together with Councillors Peter Fisk, Kate Trevitt, Matthew Parker and Diana Boys.</b> 5 members of the public were present.</p>
<b><u>1.0</u></b>	<p><b><u>Chairman’s welcome, reminder about the filming of meetings and to receive apologies for absence</u></b> Councillor Maggie Dunn welcomed everyone to the meeting. Apologies were accepted from Councillors Philip Reeve and Nicky Crouch.</p>
<b><u>2.0</u></b>	<p><b><u>Opening Public Session</u></b></p>
<b><u>2.1</u></b>	<p>A resident raised the issue of the safety of the proposed new crossing point on Mill Road and asked if 2 fixed Vehicle Activated Signs could be installed. Unfortunately, the cost of these signs would be prohibitive to a Parish Council. A full safety assessment has been carried out by Suffolk County Council . The mobile Vehicle Activated Sign can be situation on Mill Road but can only be in place for 4 weeks and is shared between 7 sites in the village.</p>
<b><u>2.2</u></b>	<p>The planning application for the 44 The Coppice was raised by a resident and discussed. The Parish Council have objected to this application. Councillor Sarah Broughton confirmed that there is no right of appeal for residents if an application is approved by St Edmundsbury Borough Council. Councillor Matthew Parker recommended the resident review the Party Wall Act.</p> <p>A resident raised the issue of flooding on Livermere Road. This has been escalated by Councillor Rebecca Hopfensperger and is currently registered as a level 1 corporate complaint.</p>
<b><u>3.0</u></b>	<p><b><u>Report from County Councillor</u></b> Councillor Rebecca Hopfensperger was not present at the meeting.</p>
<b><u>4.0</u></b>	<p><b><u>Report from Borough Councillor</u></b> The planning officer is still looking into the application for flats on Mere Farm Lane. The St Edmundsbury Borough Council and Forest Heath District Council merger is proceeding. There was a discussion on the proposed changed to the ward boundaries. Barton Severalls is not considered in this consultation as there are no dwellings there at present. Marham Park comes under St Edmundsbury Borough Council.</p>
<b><u>5.0</u></b>	<p><b><u>(i) To receive members Declarations of Interest – Members are reminded of their responsibility to declare any pecuniary or non-pecuniary interests which they have in any item of business on the agenda no later than when that item is reached &amp;, when appropriate, to leave the meeting prior to discussion and voting on the item. (ii) Council to consider any new written requests for dispensation and/or requests which have been received prior to the meeting</u></b> There were no Declarations of Interest or requests for dispensation.</p>
<b><u>6.0</u></b>	<p><b><u>To sign the minutes of the Council meeting on 19<sup>th</sup> February 2018 to stand as an accurate record of the meeting.</u></b></p>
<b><u>6.1</u></b>	<p>The minutes of the council meeting on 19<sup>th</sup> February 2018 were signed as an accurate record of the meeting after removing the first line of item 4 which stated that Councillor Sarah Broughton was absent from the meeting. Proposed Councillor Kate Trevitt , seconded Councillor Peter Fisk, unanimous decision from those present.</p>

<b><u>7.0</u></b>	<b><u>Chairman's Report</u></b>	
<b><u>7.1</u></b>	The Chairman was absent from the meeting.	
<b><u>8.0</u></b>	<b><u>Items arising from February's Council meeting:</u></b>	
<b><u>8.1</u></b>	a) Councillor Philip Reeve – commemorating World War 1 – There was a discussion on the 'ghost soldiers' statues. This will be discussed at May's meeting. The Clerk will confirm if Holy Innocents Church have any plans.	LJH
<b><u>9.0</u></b>	<b><u>Update on the Neighbourhood Plan</u></b>	
<b><u>9.1</u></b>	Councillors Philip Reeve and Nicky Crouch were not present at the meeting. There was a discussion on the proposed development sites in Gt Barton and the postcard delivery to promote the village drop-in event on Saturday 21 <sup>st</sup> April. Councillors confirmed the purchase of colour ink cartridges for helpers on the Neighbourhood Plan working group.	
<b><u>9.2</u></b>	There was a discussion on paying volunteers for their expenses and the Clerk explained that all financial decisions have to be agreed by the Parish Council. Having a contingency fund for occasional expenses will be discussed at May's meeting.	LJH
<b><u>10.0</u></b>	<b><u>Updates on village projects:</u></b>	
<b><u>10.1</u></b>	a) Icepits Wood – There was no update on Councillor Philip Reeve attending the Community Woodland Group meeting.	
<b><u>10.2</u></b>	b) General Data Protection Regulations – The clerk has started work on the privacy notices and other administrative tasks relating to the General Data Protection Regulations. The Council resolved to appoint the DPO Centre as their Data Protection Officer category 3 costing £600 for the first year and £300 for subsequent years. Proposed Councillor Maggie Dunn seconded Councillor Kate Trevitt unanimous decision for all other Councillors except for Councillor Diana Boys who abstained from the decision.	
<b><u>10.3</u></b>	c) Registering Icepits Wood and the allotment site with Land Registry – Councillor Maggie Dunn reported that map references have been provided.	
<b><u>10.4</u></b>	d) The 2018 Litter pick was cancelled due to snow. It will be re-booked for April/May.	
<b><u>10.5</u></b>	e) No Community Speed Watch Co-ordinator had come forward following an advert in the newsletter? The Council will review the funds they have earmarked at their finance committee meeting in September.	LJH
<b><u>11.0</u></b>	<b><u>Councillors Reports</u></b>	
<b><u>11.1</u></b>	Councillor Kate Trevitt will meet with St Edmundsbury Borough Council on site after Easter to look at the provision of dog and litter bins in the village. A volunteer had offered to look after the telephone box on Livermere Road. This will be discussed again once BT have removed the equipment.	KT
<b><u>12.0</u></b>	<b><u>Council to consider St Edmundsbury Borough Council's consultation on district ward boundaries and the proposals for Gt Barton</u></b> As Gt Barton is too big to be a single member ward the proposals are to either combine it with The Fornhams to be a 2 member ward or ward Gt Barton and split it across 2 district wards. The first proposal was thought preferable although Councillors felt that if Gt Barton was warded with The Fornhams that in practise 1	

	<p>member would look after Gt Barton and 1 would look after the Fornhams.</p>																																					
<b>13.0</b>	<p><b>Council to sign the minutes of the planning and transport committee meetings on Monday 12<sup>th</sup> March 2018 as an accurate record of the meeting and review the completed planning applications from St Edmundsbury Borough Council</b></p>																																					
	<p>The minutes from the planning and transport committee meetings on Monday 12<sup>th</sup> March 2018 were signed as an accurate record of the meeting. Proposed Councillor Matthew Parker seconded Councillor Kate Trevitt unanimous decision from those present.</p>																																					
	<p>The following planning applications had been approved by St Edmundsbury Borough Council:</p>																																					
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<b>15.0</b>	<p><b>Annual Parish Meeting 2018</b></p>																																					
	<p>Speakers were confirmed. Councillor Matthew Parker will contact the Mayor as there has been no response . Councillor Maggie Dunn sent her apologies.</p>																																					
<b>16.0</b>	<p><b>Clerk carrying over 1 weeks holiday to the next financial year</b></p>																																					
	<p>The Council resolved that the Clerk could carry 1 weeks holiday over to the financial year 2018-19. Proposed Councillor Kate Trevitt seconded Councillor Maggie Dunn unanimous decision.</p>																																					
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<b>17.1</b>	<p><b>(a) Payment of Accounts</b></p>																																					
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**17.2**

Total		£5,609.86	£600.42
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(b) The Clerk reported the following items:

Bank balances at February 2018:

Current Account	£26,363.74
Business Reserve Account	£40,384.30
Transfer	£20,000.00
Total	£86,748.04

Transfer of £20,000 has been debited from current account on January and will be included in the business reserve account balance when the next statement is received.

There were no items paid or owed from the newsletter or credits received.

The issue of Storing waste items on the bank in the ditch between 27 Conyers Way and 32 The Coppice was raised. St Edmundsbury Borough Council have been involved in this matter. It is not considered as fly tipping. Ownership of the ditch is unclear and tends to be halfway in for each property on the boundary (Riparian rights), the owners state that this is also on their deeds. St Edmundsbury Borough Council are satisfied that items are being stored on the bank and not dumped on it.

Modifications to the definitive map have created a new footpath which runs from Green Lane across the field to Barton Shrub. Unfortunately it stops there and doesn't form part of a circular walk.

**17.3**

RESERVES	BALANCE
Small Projects	£17,870 - <b>Earmarked:</b> £3,000 School Lane footpath, Mill Rd crossing from PC £2,750 & from Freedom Church £1,750, Replacement tree for Conyers Green £150 = £7,650) Total balance £10,220
Neighbourhood Plan	£4,188– Earmarked £72 extra hours Linda, £832 SD salary and a £150 for CAS technical help = £3,134
Neighbourhood Plan Grant	£6,824
Youth Project	£1,038
General	£15,563
Allotments	£ 264 - Earmarked : £50 rent April 2018 Total balance £214
Asset maintenance	£ 4,482
Asset acquisition	£7,556 (Earmarked : Community Speed Watch £1,007) Total balance £6,549
Icepits Wood	£17,472 ( <b>earmarked</b> : £15,000 pump track) Balance = £2,472
Total reserves	£75,257

Non urgent Items raised from playground inspection :

1. Rubber buffer missing from latch plate on gate
2. Bearings worn and loose fixings on the spinning pole

	<p>3. Basket ball surface – gaps between the surfacing and the edging surround Matta tile trip hazard in playground.</p> <p>Councillors reminded to update their Register of Interests and are aware of the Data Protection and information security policy and their responsibilities under the new General Data Protection Regulations.</p> <p>Fornham St Martin Parish Council have been invoiced £3,500 – their contribution towards the legal fees for the WSOH</p> <p><b>17.4</b> c) Funds held in reserve for the next financial year will be discussed at the precept meeting in September.</p> <p><b>17.5</b> d) The Financial Report had already been discussed.</p> <p><b>17.6</b> e) The bank reconciliations had been checked. Risk assessments had been carried out including the weekly playground check and there was nothing new to report.</p> <p><b>17.7</b> f) The Council declined a grant request from a junior resident looking to fund attendance at a Scout Jamboree in West Virginia, with a vote of 2 for and 3 against.</p> <p><b>17.8</b> g) The extension of the Neighbourhood Plan Clerk’s contract will be discussed at the next meeting.</p> <p><b>17.9</b> h) The Council resolved to pay £50, which is 50% of the cost of maintaining the garden around the village sign if the Village Hall Management Committee would contribute the same. Proposed Councillor Maggie Dunn seconded Councillor Matthew Parker unanimous decision. Councillor Kate Trevitt abstained. The gardener will be contacted to see if he will continue with the maintenance.</p> <p><b>17.10</b> i) The Council resolved to approve the terms of reference for the internal audit. Proposed Councillor Kate Trevitt seconded Councillor Maggie Dunn unanimous decision.</p> <p><b>17.11</b> j) The information from the external auditors had not been received.</p> <p><b>17.12</b> k) The invoice from Community Action Suffolk for work for the Neighbourhood Plan had been approved by the Council under item 17(a).</p> <p><b>17.13</b> l) The invoice from consultant Ian Poole for work for the Neighbourhood Plan had not been received.</p> <p><b>18.0</b> <b><u>Correspondence</u></b></p> <p>There were no further items of correspondence.</p> <p><b>19.0</b> <b><u>Urgent Business</u></b></p> <p>The traffic mirror on Livermere Road, opposite the entrance to The Park has been damaged.</p> <p>Councillor Maggie Dunn will attend a Safeguarding course.</p> <p>A resident has asked if signs could be put up in Iceptits Wood asking walkers to take their dog poo bags home with them.</p> <p>There had been a request for a litter bin in the layby next to the Bunbury Arms pub. This will be included in the review of dog bins in the village.</p> <p><b>20.0</b> <b><u>Closing public session</u></b></p> <p>No items were raised.</p> <p><b>21.0</b> <b><u>Date of next meeting</u></b></p> <p>The next Council meeting will be on Monday 16<sup>th</sup> March 2018 at 6.30pm in the</p>	<p>LJH</p> <p>KT</p> <p>LJH</p> <p>LJH</p> <p>KT</p>
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community room followed by the Annual Parish Meeting at 7.30pm in the main hall.

There being no further business the meeting finished at 9.20 pm.

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CHAIRMAN

Signed as confirmation that they are a true record.

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LJH



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