

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 8th OCTOBER COMMENCING AT 7.30 PM**

Item.	Members present: Councillor Philip Reeve chaired the meeting with Councillors Nicky Crouch, Maggie Dunn, Matthew Parker, Kate Trevitt and Peter Fisk. 5 members of the public were present.		
1.0	<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 Borough Councillor Sarah Broughton.		
2.0	<u>Open Public Session</u> Gt Barton Parish Council have been in discussion with St Edmundsbury Borough Council regarding the proposed new community building on the Severalls Development. The Scout Group continues to grow and has out grown its existing premises and grounds which covers an area of 320m ² . They would like to double the size of their building. The group meets 5 nights a week for the various age groups from 6 upwards. The group are currently looking at the options of extending their current Scout Hut or adding an extension to the Village Hall. The time scale for the new building is 2020-2030 as it would only be built once a certain level of occupation is reached. The executive committee of the Scouts will meet to discuss the new building.		
3.0	<u>Report from Councillor Rebecca Hopfensperger</u> Councillor Rebecca Hopfensperger was not at the meeting and no report had been received.		
4.0	<u>Report from Sarah Broughton</u> Councillor Sarah Broughton had sent her apologies.		
5.0	<u>Declarations of Interest and requests for dispensations.</u> Councillor Philip Reeve declared a private interest in item 6.2, the planning application for Wood Farm on Vicarage Farm Lane.		
6.0	<u>Council to consider the following planning applications:</u>		
6.1	Church Institute Hall	DC/18/1894/LB	Application for Listed Building Consent - Rebuild and redesign of the 'workshop' building into dwelling (previous application DC/17/1167/LB)
	The Parish Council supported this application, which is to reconstruct the building on the same footprint.		
6.2	Wood Farm, Vicarage Farm Lane	DC/18/1697/FUL	(i) Change of use of farm buildings, yard and agricultural land from agricultural/forestry use to B1/B2/B8 - storage and processing of timber/firewood, storage of vehicles and associated equipment and tools in connection with the forestry and landscaping business (ii) Temporary siting of portacabin for office space and retail use (iii) Installation of a kiln boiler for the seasoning and processing of timber/firewood and flue and extension to the existing yard (iv) new storage building (demolition of silos)

This application was previously discussed at length at the planning meeting on 1st October 2018. Having previously declared a private interest in this planning application, Councillor Philip Reeve gave a report which raised the issues over air quality by the use of an industrial biomass boiler (kiln), the change from agricultural use to industrial B1, office, B2, general industry and B8, storage and distribution and the ramification this could hold into the future as the area is designated as countryside. The proposed hours of operation associated with the change of use would see sawing and processing logs into firewood at 70 hours per week with 10 hours on Saturdays. Councillor Philip Reeve also highlighted St Edmundsbury Borough Council's Joint Management Policies which this application contravenes and then passed the Chair role to Councillor Maggie Dunn. Councillor Philip Reeve then left the meeting room.

Details were given of the kiln which complies with non-domestic renewable heat incentive and a copy of the emissions certificate was seen.

The flue is 4m above the top of the boiler. The height of the new storage building was confirmed as 5.1 metres with the existing silo's, which will be removed, standing at 7 metres high.

There was a discussion on the change of use to categories B1/2/and 8 along with the hours of use.

A vote saw 2 Councillors supporting the application and 2 Councillors against the application. A further majority vote saw Councillors objecting to the proposal until some issues are addressed.

The response to St Edmundsbury Borough Council is as follows:

The PC has heard two presentations from the applicant and is minded to agree to the principle of the application on the proviso that it is made personal to the applicant and the operating hours are strictly controlled. The PC would not ordinarily agree to a business use in the rural area but agrees that the nature of the applicant's business, as set out in the submission, is one that is complementary to the former agricultural use at this site. For that reason, it considers that a personal permission is justified.

The application site is in close proximity of existing residential uses. Although these were once associated with the farming activity in the area that is no longer true and is not an appropriate justification to consider that the amenities of these residents are not worthy of protection. It is for that reason that the PC considers that hours of operation should be controlled by condition to 7am – 7pm Monday to Friday, 7am to 1pm on Saturday and no time at all on Sundays or public holidays. The PC acknowledges that the operator is required to act in emergencies and as these are rare occasions it considers that any such operations outside of these hours would not cause a conflict with such a condition.

The PC also considers that the Council should thoroughly investigate the environmental health impact associated with the retrospective permission that is sought for the kiln and the proposal to increase the height of the flue. Appropriate conditions are warranted to ensure that the flue, the kiln and its associated boiler are all maintained to a satisfactory level to ensure that air quality in the local area is not adversely impacted upon.

The PC is unable to record no objection at this time for the following reasons:

- Inconsistencies in the submission material: The case officer is respectfully requested to secure updated drawings that address the following inconsistencies: the building measurements referred to at paragraph 4.3 of the DAS do not reflect the measurements stated on the proposed elevations; the flue is referred to as being extended by 2m but the presentations suggest that this may no longer be proposed; paragraph 6.1 of the DAS refers to the extension to the yard to provide

a usable storage area but the presentations suggest that this will also be used for parking.

- Missing information from the submission material: The PC would like to understand more about the proposed flue and filters that are referred to in the DAS but not included in the submission material. It is unable to form a view on the appropriateness of this part of the submission until such information is provided and respectfully requests that this is not left to a matter to be discharged by condition given the fact that the boiler and kiln are already in situ and in use. The details of the extension to the site area of the yard are also missing from the submission. The applicant has referred to the intention to extend the fencing around this area and include some landscaping but the details of these are also missing from the submission. Finally, the applicant has referred to the intention to maintain and enhance the existing hedgerow to the front of the site. The details of this are not included within the submission and therefore this intention cannot be adequately controlled by any subsequent planning permission.
- Unclear proposals following verbal presentations: The presentations suggest that the applicant is reviewing the need for the flue extension and associated filters as both were reportedly proposed to address neighbour concerns. The PC respectfully requests clarification of exactly what is to be proposed at the site.

We trust that the case officer finds these comments of use and would welcome the opportunity to discuss these further such that the PC can feel confident to withdraw its objection.

7.0

Councillor Philip Reeve re-entered the meeting and took over as Chairman.

Financial – Council to consider:

- a) Payment of Accounts – Council resolved to pay the following accounts. Proposed Councillor Nicky Crouch, seconded Councillor Maggie Dunn, unanimous decision.

Payee	Details	Total	VAT reclaimed
HMRC	PAYE/NICS	£117.21	
NEST	Pension contributions	£31.55	
Suffolk County Council	Mill Road pedestrian crossing	£4,885.58	£814.26
Gt Barton Primary Academy	WW1 celebrations	£100.00	
S Deare	Neighbourhood Plan Clerk salary/expenses	£ 216.00	
L J Harley	Clerks salary/expenses	£ 940.38	
Vertas	Grass cutting playing field and Holy Innocents Church	£1506.17	£251.03
Gt Barton Thanksgiving Fund	Annual room hire charge	£240	
	Total	£8,036.89	£1,065.29

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 Kate Trevitt had checked the bank reconciliations which had been circulated to Councillors. There were no questions.

The Clerk reported the following bank balances at 28/9/18:

Current A/C	£35,317.45
Bus Reserve	£60,406.12
TOTAL	£95,723.57

Reserves :

RESERVES	BALANCE
Small Projects	£15,797 - Earmarked: £3,000 School Lane footpath, , Replacement tree for Conyers Green £150 Total balance £12,647 (Freedom Church owes £1,750 for Mill Road crossing)
Neighbourhood Plan	£5,645– Earmarked £30 extra hours Linda, £150 for CAS technical help & £416 SD salary to Dec 2018 = Total balance £5049
Neighbourhood Plan Grant	£0
Youth Project	£1,038
General	£20,563
Allotments	Nil
Asset maintenance	£ 4,482
Asset acquisition	£7,160(Earmarked : Community Speed Watch £1,007) Total balance £6,153
Icepits Wood	£18,472 (earmarked : £15,000 pump track) Balance = £3,472
Total reserves	£73,157

c) Extending the consultant's appointment for the Neighbourhood Plan and confirm funding arrangements – Councillor Nicky Crouch will provide further information.

d) Review Neighbourhood Plan Clerk's contract expiry date of 7/12/18 – The Council agreed in principle to extend the Neighbourhood Plan Clerk's contract to June 2019, funded from the Neighbourhood Plan reserve. This will be confirmed by the Neighbourhood Plan working group and ratified at November's meeting.

e) Council to consider paying the Clerk's basic salary and allowance for home office, by standing order – the council resolved to pay the Clerk's basic monthly salary by standing order from November 2018. Proposed Councillor Nicky Crouch, seconded Councillor Maggie Dunn, 5 in favour and 1 against. Expenses and mileage will be claimed separately.

f) The Council resolved to donate £100 to the Great Barton Primary Academy for the Poppy Trail for WW1 celebrations – Proposed Councillor Kate Trevitt, seconded Councillor Maggie Dunn, unanimous decision. Councillor Maggie Dunn has also arranged

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8.0	<p>for a poppy made by the children at the Primary Academy to be taken and photographed at the Menin Gate, to include the children in the bigger celebrations around the world.</p>	
	<p><u>To sign the minutes of the Council meeting on 17th September 2018 as an accurate record of the meeting</u></p>	
9.0	<p>The minutes of the Council meeting on 17th September 2018 were signed as an accurate record of the meeting. Proposed Councillor Philip Reeve, seconded Councillor Kate Trevitt, unanimous decision.</p>	
	<p><u>Chairman's Report</u></p>	
	<p>At a meeting of the Community Liaison Group with St Edmundsbury Borough Council, Suffolk County Council and the main contractor, concerns were raised regarding change of traffic volumes along Fornham Road and the road infrastructure immediately outside of the Hub. There was a discussion on the proposed closure of Fornham Road and the 7 week foul drainage construction along Tut Hill during November and December and the clash with the Christmas Fayre. There will be road closures for power cables to be re-directed. Councillor Maggie Dunn will obtain a copy of the West Suffolk Operational Hub newsletter. At present the site is being levelled with hard standing being put down.</p>	
10.0	<p><u>Updates on village projects/matters:</u></p>	
	<p>a) Neighbourhood Plan – the individual chapters of the plan are being written.</p>	
	<p>b) Replacement batteries or alternative power for the Radarlux Vehicle</p>	
	<p>Activated Sign – Councillor Philip Reeve will investigate the cost of providing a car battery and a case. The Clerk will confirm the software is working.</p>	
	<p>c) Commemorating the end of WW1 – Councillor M Dunn confirmed that the school is happy to arrange the poppy trial. The 'there but not there' statue has arrived but it is seated rather than standing.</p>	MD
	<p>d) Icepits Wood update on Memorandum of Understanding and footpath maintenance – Councillor Philip Reeve will try again to contact the Woodland Group. There is a need to understand how all groups using the wood will come together. A second quote for the 3 yearly survey is being completed.</p>	P R LH
	<p>e) There had been a request from a resident for a litter bin on School Road. Usage of the dog bin will be monitored over the next few weeks to see if the size is adequate, before a decision on the litter bin is made.</p>	LH
11.0	<p><u>Councillors Reports</u></p>	
	<p>There were no reports</p>	
12.0	<p><u>Items arising from the last Council meeting:</u></p>	
	<p>Councillor Matthew Parker is happy to arrange a Parish Council tree for the Christmas Tree Festival in the Church. He will look into the costs.</p>	MP
13.0	<p><u>Council to sign the minutes of the planning meeting on Monday 1st October 2018 as an accurate record of the meeting and review the completed planning applications from St Edmundsbury Borough Council</u></p>	
	<p>The minutes of the planning meeting on 1st October 2018 were signed as an accurate record of the meetings. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.</p>	
14.0	<p><u>Correspondence</u></p>	
	<p>There were no items of correspondence.</p>	

<p>15.0</p> <p>16.0</p>	<p><u>Urgent Business</u></p> <p>There was a discussion on Suffolk County Council’s new procedures for grit bins. Fornham Road bin needs replacing and Councillors Philip Reeve and Peter Fisk will do this with the spare bin. Councillor Philip Reeve is going to raise these new procedures with Suffolk County Councillor Mary Evans as they are thought to be onerous. The Council will further discuss whether to complete the necessary procedural work to install a grit bin at Bertuna Close. There was a request for a footpath sign for the newly designated path on Green Lane.</p> <p><u>Closing Public Session.</u></p> <p>No further items were raised.</p> <p>There being no further business the meeting finished at 9.30 pm.</p> <p>CHAIRMAN</p> <p>Sign and print name</p> <p>Signed as confirmation that these minutes are a true record.</p>	<p>LJH</p>
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