

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 17TH SEPTEMBER COMMENCING AT 7.30 PM**

<u>Item.</u>	<p>Members present: Councillor Philip Reeve chaired the meeting with Councillors Nicky Crouch, Maggie Dunn, Kate Trevitt and Peter Fisk. 7 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 Councillor Matthew Parker. Prospective new Councillors were welcomed.</p>
<u>2.0</u>	<p><u>Open Public Session</u> The following items were raised at the public session: Removal of the litter bin on School Road leaving only a dog waste bin. The 6 bins on the Village Hall playing field will be monitored to see if they are all needed. The 30mph flashing sign opposite the Church Institute is obsolete and will be removed. The 30mph signs in the village are very faded and obscured by vegetation – Councillor Rebecca Hopfensperger will chase. Suffolk County Council’s cutting schedule is currently 7 weeks behind. This will be raised with Suffolk County Council’s Cabinet Minister for Highways, Transport and Rural Affairs. Vegetation on footpaths along the A143 – Councillor Rebecca Hopfensperger will ask Suffolk County Council if they will skirt back the debris.</p>
<u>3.0</u>	<p><u>Report from Councillor Rebecca Hopfensperger</u> Councillor Rebecca Hopfensperger will chase the investigative work into the drains outside the Village Hall and sweeping of the drains by The Park on the A143. A site visit will take place at Livermere Road to look at the drain issues there. Information on the white gates at East Barton Road will be sent. The Avenue/Fornham Road junction assessment should take place in the next few weeks. A visit will be arranged to Highways Rougham Depot. The Memorandum of Understanding for Suffolk County Council’s Community Self Help Scheme is being written. Suffolk County Council are looking to simplify their Highways Maintenance Plan especially around potholes, how the gangs operate and the surface dressing programme. A meeting with the leader of Suffolk County Council and all Parish Councils in Councillor Rebecca Hopfensperger’s locality is being arranged. The clerk will check if the telephone box on Thurston Road has been decommissioned.</p>
<u>4.0</u>	<p><u>Report from Sarah Broughton</u> Councillor Sarah Broughton reported that the results from the Boundary Commission consultation will be available in October. There was 1 unauthorised encampment on Hall Park Green in August and a further attempt on the Village Hall Playing Field, which luckily only lasted a few hours. The Community Liaison Group will meet with Councillor Mary Evans regarding the West Suffolk Operational Hub. The roundabout at Barton Hill is due to be resurfaced. Following a meeting of the Air Quality Monitoring committee, a report will be sent to DEFRA. There has been no return visit to Hall Park copse, after the flailing of the nettles. Councillor Sarah Broughton will investigate.</p>
<u>5.0</u>	<p><u>Declarations of Interest and requests for dispensations.</u> There were no declarations of interest or requests for dispensations.</p>

6.0	Council to consider the following planning applications:		
	Land Adjacent to Berwyn, The Park	DC/18/1650/FUL	1 dwelling with car port and access
7.0	A site visit will be arranged to review the application.		
	18 Diomed Drive	DC/18/1758/HH	2 Storey side and rear extension incorporating attached garage with rear terrace (following demolition of existing garage)
	The plans were misleading as they showed building up to the boundary line which the applicant reported was not the case. The Clerk will contact the case officer to clarify. The Council had some concerns regarding overlooking of adjacent properties from the flat roofed extension.		
	Financial – Council to consider:		
	a) Payment of Accounts – Council resolved to pay the following accounts. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision.		
	Payee	Details	Total
	HMRC	PAYE/NICS August	£ 117.21
	BT	Village Hall telephone line	£ 56.97
	NEST X 2	Pension contributions	£ 63.10
	St Edmundsbury Borough Council	Dog/litter bin	£ 475.26
	HMRC	PAYE/NICS September	£ 117.21
	Gt Barton Thanksgiving Fund	Hall Hire	£ 26.00
	My Wish Charity	Supporting West Suffolk Hospital	£ 240.00
	ICO	Data protection	£ 35.00
	Suffolk Preservation Society	Annual Subscription	£60.00
	T Brown	Internal Audit	£204.40
	Came and Company	Insurance	£ 1,132.88
	Kalkwik	Newsletter printing	£480.00
	PFK Littlejohn LLP	External Audit	£360.00
	S Deare	Neighbourhood Plan Clerk salary/expenses	£216.00
	<u>L J Harley</u>	<u>Clerks</u> <u>salary/expenses</u>	<u>£989.02</u>
	Total		£4,573.05
			£155.31

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

The Clerk reported the following bank balances at 23/8/18:

Current A/C	£39,557.09
Bus Reserve	£60,398.59
TOTAL	£99,955.68

Reserves :

RESERVES	BALANCE
Small Projects	£20,288 - Earmarked: £3,000 School Lane footpath, Mill Rd crossing from PC £2,750 & from Freedom Church £1,750, Replacement tree for Conyers Green £150 Total balance £12,638
Neighbourhood Plan	£5,853 – Earmarked £30 extra hours Linda, £150 for CAS technical help & £624 SD salary to Dec 2018 = Total balance £5283
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	£77,856

Details were given on the “technical consultation” of the draft local government finance settlement, relating to parish council referendum principles. The Notice of Vacancy has been published following the resignation of Diana Boys.

Councillors were reminded to update their register of interest forms if anything has changed.

c) The list of aggregate receipts and payments for the quarter compared to the budget and any overspends – All Councillors were happy with the information provided and there were no questions.

d) Update from the on-site meeting and consider the cost of installing a pedestrian crossing point on Mill Road – Councillors Philip Reeve and Kate Trevitt met with a senior engineer from Suffolk County Council who confirmed that the 3 safety points, raised in Kier’s safety check report for the Mill Road crossing point have all been mitigated against. (1) Potential conflict with vehicular access has been assessed by ‘swept paths’ with no conflict found (2) A wider footway /waiting point will be provided (3) Road narrow markings are not being included as they can cause pedestrians to edge into the carriageway. The engineer commented that the location of the crossing gives good visibility, is fit for purpose and will be on the desire line of those using the church. The Parish Council confirmed their resolutions of 21/11/16

	<p>and 12/12/16 to go ahead with the project for an unmanned pedestrian crossing point on Mill Road. All Councillors were in favour. The project will cost £4071.00 net with £2,321 being paid by the Parish Council and £1,750 by the Freedom Church (financed by the Parish Council until funds are raised). The crossing point could be upgraded in the future if usage is high.</p> <p>e) The cost of professionally cleaning the war memorial following approval from Holy Innocents Church – The clerk will obtain a further quote.</p> <p>f) Report following survey of trees in Icepits Wood – A further quote will be obtained. Councillor Philip Reeve is applying for grants.</p> <p>g) Increases in budgets – The Council resolved to increase the bin emptying budget to £905.00 and the audit budget to £565.00. Proposed Councillor Maggie Dunn, seconded Councillor Philip Reeve, unanimous decision.</p> <p>h) Extending the consultant’s appointment for the Neighbourhood Plan and confirm funding arrangements – Councillor Nicky Crouch will update at the next meeting.</p> <p>i) Annual insurance review and ‘long term’ option – The Councillors reviewed their insurance policy and were happy with the cover provided. They resolved to accept Came and Companies recommendation to renew their cover with Inspire at a cost of £1189.87 per annum and agreed to set up the 3 year binding Long Term Agreement. Proposed Councillor Maggie Dunn, seconded Councillor Philip Reeve, unanimous decision.</p> <p>j) Approve the external auditor’s report – All Councillors were happy with the external auditors report which did not raise any items. Proposed Councillor Kate Trevitt, seconded Councillor Philip Reeve, unanimous decision.</p> <p>k) Approve cost of new and re-location of dog bin – The Council resolved to purchase a new dog bin for Bunbury Avenue, from St Edmundsbury Borough Council and relocate the existing bin to Conyers Way. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision. Councillor Kate Trevitt will look at the cost and availability of dog bins with lids and enquire if St Edmundsbury Borough Council can supply and service these.</p>	LJH LJH NC. KT.
8.0	<p><u>To sign the minutes of the Council meeting on 16th July 2018 as an accurate record of the meeting</u></p> <p>The minutes of the Council meeting on 16th July 2018 were signed as an accurate record of the meeting. Proposed Councillor Peter Fisk, seconded Councillor Maggie Dunn, unanimous decision.</p>	
9.0	<p><u>Chairman’s Report</u></p> <p>The Council resolved to change the designated area for the Neighbourhood Plan to the new Parish Boundary. Proposed Councillor Nicky Crouch, seconded Councillor Maggie Dunn, unanimous decision. It was felt that as Rougham Parish Council is not doing a Neighbourhood Plan it would be wrong to include the new part of their village, transferred from Gt Barton, in Gt Barton’s plan and this could result in a legal challenge in the future. The Community Liaison Group have requested a copy of the case officers power point for the West Suffolk Operational Hub showing details of the sky line and elevations. Following the unauthorised encampments in Gt Barton over the summer, the ownership of greens in the village is being confirmed. Councillor Sarah Broughton will look into this.</p>	SB
10.0	<p><u>Updates on village projects/matters:</u></p> <p>a) Neighbourhood Plan – the working party are going through the theme areas to put towards the plan.</p> <p>b) Replacement batteries or alternative power for the Radarlux Vehicle 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>	PR LJH

	<p>c) Commemorating the end of WW1 – Councillor M Dunn and the Clerk had met with teachers at the primary school to discuss a poppy trail from the school to Elms Close, where the ‘There but not there’ statue will be sited. Although keen to be involved the Parish Council do not have the resources to physically help. They would like to offer a donation of £100 towards laminating pouches and the stakes, from the Youth Reserve. Proposed Councillor Philip Reeve, seconded Councillor Nicky Crouch, unanimous decision.</p> <p>d) Icepits Wood update on Memorandum of Understanding and footpath maintenance – Councillor Philip Reeve will contact the Woodland Group.</p> <p>11.0 <u>Councillors Reports</u> There were no reports</p> <p>12.0 <u>Council to sign the minutes of the planning meeting on Monday 13th August and 10th September 2018 as an accurate record of the meeting and review the completed planning applications from St Edmundsbury Borough Council</u> The minutes of the planning meetings on 13th August and 10th September were signed as an accurate record of the meetings. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision.</p> <p>13.0 <u>Correspondence</u> There were no items of correspondence.</p> <p>14.0 <u>Urgent Business</u> The bus shelter guttering needs clearing out. Councillors Philip Reeve and Maggie Dunn will investigate. Councillor Nicky Crouch will liaise with the Scout Group regarding their aspirations for a new hut and the community building on The Severalls.</p> <p>15.0 <u>Closing Public Session.</u> No further items were raised.</p> <p>There being no further business the meeting finished at 10.00pm.</p> <p>CHAIRMAN Sign and print name</p> <p>Signed as confirmation that these minutes are a true record.</p>	<p>PR</p> <p>PR/ MD</p> <p>NC</p>
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