

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 15th JULY 2019 COMMENCING AT 7.15 PM**

<u>Item.</u>	<p>Councillor Maggie Dunn chaired the meeting along with Councillors Kate Trevitt, Peter Fisk, Diana Boys and Philip Reeve. 4 Members of the public were present.</p>
<u>1.0</u>	<p><u>Chairman’s welcome, reminder about the filming of meetings and to receive apologies for absence</u></p> <p>Councillor Maggie Dunn welcomed everyone to the meeting. Apologies for absence were accepted from Councillors Nick Ellis and Matthew Parker.</p>	
<u>2.0</u>	<p><u>Council to consider adopting Stephen Haynes onto the Council</u></p> <p>Stephen introduced himself. He has lived in the village for 2 years. He has Parish Council experience and used to be the Vice Chair for Stansted Parish Council. Councillor Maggie Dunn proposed that Stephen Haynes be co-opted onto the Council. This was seconded by Councillor Peter Fisk, unanimous decision.</p>	
<u>3.0</u>	<p><u>Open Public Session</u></p> <p>Residents raised the issue of air pollution on the A143 and their concerns regarding the large trees growing over the footpath. A village trim back was suggested. Councillor Rebecca Hopfensperger commented that the land owners have to be given the opportunity to cut back any trees overhanging footpaths. Highways will be involved if the trees pose a danger to the highway.</p> <p>The question was raised as to whether the peaks in air pollution coincide with children walking to and from school. Unfortunately, the data collected provides average readings. A meeting had taken place with Councillors Sarah Broughton, Rebecca Hopfensperger and the Head Teacher from the Primary Academy to discuss cars idling when they are waiting to pick up the children and inconsiderate parking. Rebecca will meet again with the Head Teacher and the junior road safety team in September to promote the new ‘Anti-Idling Campaign’.</p>	
<u>4.0</u>	<p><u>Report from Borough Councillor Rebecca Hopfensperger</u></p> <p>Air Quality will still be monitored after the Crossing has been re-located. Livermere Road has flooded again following heavy rainfall. Councillor Rebecca Hopfensperger confirmed that Suffolk County Council will send a camera into the drains to review the situation but as dwellings are not being flooded, it will not be classed as a priority. It was raised as to whether there was a ‘tank’ under The Coppice to collect surface water? Councillor Rebecca Hopfensperger will try and find some maps of the ditches. Details of Suffolk County Council’s Rights of Way Improvement Plan had been circulated. There was a discussion on the viability of having double yellow lines on School Road between the A143 and Park Lane. The cost would be c£7,000 which would need to be paid from Councillor Rebecca Hopfensperger’s highways budget. They would only be needed at peak periods during term time and would only be enforceable by the police. Councillor Peter Fisk reported that the patching on the A143 adjacent to Fornham Road was not level. The potholes at the Livermere Road, Fornham Road junction have been reported.</p>	RH

5.0	<u>Report from Borough Councillor</u>																																								
	Councillor Sarah Broughton reported that option 2 has been chosen as the location for the new Puffin crossing on the A143. Intelligent Lighting will be included. The scheme will include improvements to footpath access to the Church Institute. Suffolk County Council will no longer publish bus timetables.																																								
6.0	<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 &, 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>																																								
	There were no Declarations of Interest or requests for dispensation.																																								
7.0	<u>Council to consider the following planning application:</u>																																								
7.1	Site Adjacent to The Greenover, The Park	DC/19/1252/VAR	(i) Variation of condition to remove Condition 20 of DC/15/0700/FUL and (ii) Application to Discharge Condition 19 (Arboricultural Method Statement) of DC/15/0700/FUL																																						
	Councillors are still waiting for a copy of the revised drawing for the tree protection plan. This item will be discussed at the planning meeting on 5 th August.																																								
8.0	<u>To sign the minutes of the council meeting on Monday 10th June 2019 to stand as an accurate record and to review the draft minutes of the Annual Parish Meeting 2019</u>																																								
	Councillor Peter Fisk proposed the minutes from the council meeting on 10 th June 2019 to stand as an accurate record of the meeting. This was seconded by Councillor Kate Trevitt, unanimous decision. The draft minutes from the Annual Parish Meeting were approved.																																								
9.0	<u>FINANCE: Council to consider -</u>																																								
9.1	<u>(a) Payment of Accounts</u> – The Council resolved to pay the following accounts. Proposed Councillor Maggie Dunn, seconded Councillor Diana Boys, unanimous decision.																																								
	<table border="1"> <thead> <tr> <th>PAYEE</th> <th>DETAILS</th> <th>CHQ NO.</th> <th>INVOICE TOTAL</th> <th>VAT</th> <th>POWER TO PAY</th> </tr> </thead> <tbody> <tr> <td>Leon Brown</td> <td>Maintenance work in Icepits Wood</td> <td>2097</td> <td>£ 80.00</td> <td></td> <td>Public Health Act 1875 s 164</td> </tr> <tr> <td>East Anglian Air Ambulance</td> <td>Donation under S137</td> <td>2098</td> <td>£ 240.00</td> <td></td> <td>LGA s.137</td> </tr> <tr> <td>LexisNexis</td> <td>Local Council Administration book</td> <td>2099</td> <td>£ 110.99</td> <td></td> <td>LGA 1972 s.112</td> </tr> <tr> <td>S Deare</td> <td>Neighbourhood Plan Clerk salary July</td> <td>2100</td> <td>£ 216.00</td> <td></td> <td>Localism Act 2011 Sch.9; Town and Country planning Act 190 s.61(F1)</td> </tr> <tr> <td>HMRC</td> <td>PAYE</td> <td>D/D</td> <td>£ 124.68</td> <td></td> <td>LGA 1972 s.112</td> </tr> </tbody> </table>					PAYEE	DETAILS	CHQ NO.	INVOICE TOTAL	VAT	POWER TO PAY	Leon Brown	Maintenance work in Icepits Wood	2097	£ 80.00		Public Health Act 1875 s 164	East Anglian Air Ambulance	Donation under S137	2098	£ 240.00		LGA s.137	LexisNexis	Local Council Administration book	2099	£ 110.99		LGA 1972 s.112	S Deare	Neighbourhood Plan Clerk salary July	2100	£ 216.00		Localism Act 2011 Sch.9; Town and Country planning Act 190 s.61(F1)	HMRC	PAYE	D/D	£ 124.68		LGA 1972 s.112
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L J Harley	Clerks salary	S/O	£ 947.15	LGA 1972 s.112
NEST	Pension	D/D	£ 33.63	LGA 1972 s.112
S Deare	Neighbourhood Plan Clerk salary August	2101	£216.00	Localism Act 2011 Sch.9; Town and Country planning Act 190 s.61(F1
Gt Barton Thanksgiving Fund	Hall Hire	2102	£17.50	LGA 1972 s.112
Total Payments July			£ 1,985.95	

9.2 *Local Government Act
(b) The Financial report from the Responsible Financial Officer including details of bank balances, receipts, reserve budgets and spending against them, checking of the bank reconciliations and any items arising from risk assessments was approved by councillors.

Bank balances at 30/6/19:

Current account	£43,256.56
Business Reserve account	£60,495.79
TOTAL	£103,752.35

Items paid/owed from newsletter	£0
Other Credits received	£0
Business reserve account interest	£30.15
Payments made under S137	£240 East Anglian Air Ambulance

RESERVES	BALANCE
Small Projects	£19,574 Earmarked: £3,000 School Lane footpath, , Replacement tree for Conyers Green £150
Neighbourhood Plan	£6,975 – Earmarked: £150 for CAS technical help & £1,040 SD salary to Jan 2020
Neighbourhood Plan Grant	£0
Youth Project	£938
General	£20,563
Allotments	£10
Asset maintenance	£ 6,482
Asset acquisition	£9,160(Earmarked : Community Speed Watch £1,007)

	Icepits Wood	£19,060 (earmarked : £15,000 pump track)	
	Total reserves	£82,762	
<u>9.3</u>	<p>The following amounts have been transferred into reserves from the 2019/20 precept and are included in the figures above: Asset Maintenance £2,000 Neighbourhood Plan £3,500 Asset Acquisition £2,000 Icepits Wood £3,500.</p> <p>A Subject Access Request has been received and dealt with under the GDPR and following the procedures detailed in the 'Responding to a SAR' policy.</p>		
<u>9.4</u>	<p>(c) Cost and location of 'Take your litter home' signs designed by the children at the school – Councillor Philip Reeve is reviewing the signs with a printer to see if they can be made brighter and bolder. Councillor Diana Boys reported that litter had reduced in the laybys on Mill Road and the A143 following new signs being installed.</p>		
<u>9.5</u>	<p>(d) Playground – The condition of the surface is poor. This will be rectified when the work to replace the 'Safer Grass' surfacing is carried out in the summer. Councillor Kate Trevitt proposed installing some new 'No dogs' signs. This was seconded by Councillor Maggie Dunn and a budget of £20 set. Unanimous decision.</p>		KT
<u>9.6</u>	<p>(e) Ownership of Conyers Green and other areas in the village - Councillor Philip Reeve proposed that Land Registry be contacted to confirm registration of small pieces of land in the village, owned by the Parish Council on Conyers Green and Church Road. Councillor Matthew Parker would also like to confirm the ownership of a small piece of land adjacent to School Lane. The cost for these requests will be £42.00. Seconded Councillor Maggie Dunn, unanimous decision.</p>		
<u>9.6</u>	<p>(f) The Council agreed that Councillor Maggie Dunn and the Clerk can attend a project management course at SALC run by an outside company costing £130 each. Proposed Councillor Kate Trevitt, seconded Councillor Stephen Haynes, unanimous decision.</p>		
<u>10.0</u>	<p><u>Review of Standing Orders and Financial Standing Orders</u> Council reviewed their Standing Orders and Financial Regulations and all were found to be in order.</p>		
<u>11.0</u>	<p><u>Cleaning the village sign</u> The village sign is now 5 years old. The Clerk will contact the painter and ask for an inspection and any suggested maintenance.</p>		
<u>12.0</u>	<p><u>Change of date of finance committee meeting</u> The date of the finance committee meeting was changed from 25th to 26th November.</p>		LJH
<u>13.0</u>	<p><u>Managing the small triangle of land at School Road/A143 junction</u> Councillor Kate Trevitt proposed that the triangle of land be tarmacked over. This was seconded by Councillor Peter Fisk. This was voted against, with a vote of 3 Councillors for, and 3 against, with the Chair having the casting vote. Councillor Philip Reeve proposed that the triangle of land remain grassed but be cut regularly. This was seconded by Councillor Maggie Dunn. This was voted for, with a vote of 3 Councillors for and 3 against with the Chair having the casting vote. The clerk will advise Suffolk County Council.</p>		
	<p>At this point in the meeting the Chair Maggie Dunn, left the meeting due to illness. She proposed that Councillor Philip Reeve take over as Chair of the meeting, which was seconded by Councillor Kate Trevitt, with a unanimous decision.</p>		LJH

14.0	<u>North East Development - Council to consider their views on the development of the agricultural field between the village and the strategic allocation and what the village would like the allocated site to deliver in terms of facilities</u>	
	The Council felt that the Community Centre on The Severalls development which will be servicing around 3,500 residents, should be a comparable building to the Village Hall in Gt Barton rather than a crick pavilion style, as previously suggested. The Council were happy to see the inclusion of a Multi Use Games Area. The clerk will advise Peter White, West Suffolk.	LJH
15.0	<u>Council to consider the piece of land adjacent to Icepits Wood and the A143</u>	
	This had previously been discussed at the Icepits Wood committee meeting, where it was felt that this could be used as car parking for the wood and possibly an overflow carpark for The Bunbury Arms. Councillor Maggie Dunn will liaise with Greene King. This piece of land does have a separate entrance onto the A143.	
16.0	<u>Chairman and Councillor's Reports</u>	
17.0	There were no reports.	
	<u>Update on Village projects : (i) Neighbourhood Plan – Philip Reeve (ii) School</u>	
	<u>Lane/Downing Drive link footpath – Matthew Parker (iii) New Puffin Crossing on The</u>	
	<u>Street/A143 (iv) Maple Green (iv) Radarlux substitute batteries update – P Reeve</u>	
	(i) Councillor Philip Reeve reported that Ian Poole will provide a budget update before the Neighbourhood Plan working group apply for the next grant. Outlying areas of the village have not received invitations to the 'drop-in session' with Berkeley Homes at the Village Hall.	
	(ii) A Land Registry request has been made to confirm the owner of the small piece of land adjacent to the School Lane/Downing Drive footpath.	
	(iii) Option 2 has been chosen as the site for the new Puffin crossing and work will start in September. The old crossing will be removed and the road and footpaths reinstated.	
	(iv) A response following the Freedom of Information request to West Suffolk Council, is due on 17 th July, therefore ownership of Maple Green will be discussed at the September meeting.	
	(v) Councillor Philip Reeve is looking at replacement power for the Radarlux VAS.	
18.0	<u>Planning</u> – (i) Council to sign the planning committee meeting minutes of 1st July 2019 as an accurate record of the meeting – these minutes will be re-circulated (ii) There were no completed planning applications from St Edmundsbury Borough Council.	
19.0	<u>Correspondence</u>	
	There were no items of correspondence.	
20.0	<u>Presentation from the Neighbourhood Plan Working Group</u>	
	All Councillors had received copies of the draft policies for the Neighbourhood Plan and tonight gave them the opportunity to ask questions before agreeing the principles of the policies.	
	The plan is based on responses from residents of Gt Barton to questionnaires and 'drop-in events'.	
	Residents will be re-consulted on the draft Neighbourhood Plan in September/October 2019. The plan will then be referred to an Independent Examiner, who may suggest changes.	
	The Neighbourhood Plan will go to referendum with the Parish. This is organised and paid for by West Suffolk. In order to be passed it must receive a majority vote.	
	There is a section in the plan relating to 'Buildings of Local Significance'. These are buildings that are not already listed. The plan will include the reason the property was included.	
	Residents with houses on this list have been advised. A list of 'listed buildings' in Gt Barton will be circulated. Responses from Councillors were requested by 28/7/19.	

21.0

Items to be carried forward to next meeting

Councillor Kate Trevitt raised the issue of the condition of the footpath from Bunbury Avenue to The Park in the Winter and this being the route to school from Hall Park. This will be discussed at the September meeting.

22.0

Closing Public Session

No further items were raised.

23.0

Date of next meeting

The next full Council meeting will be on Monday 16th September 2019.

There being no further business the meeting finished at 10:25pm.

.....Sign & Date

.....Print name.

CHAIRMAN

Signed as confirmation that they are a true record.

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