

**MINUTES OF THE REMOTE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 20th JULY 2020 COMMENCING AT 7.15 PM**

<u>Item</u>	<p>Councillor Maggie Dunn chaired the remote Council meeting along with Councillors Matthew Parker, Philip Reeve, Peter Fisk and Steve Todd . The meeting is being held remotely due to social distancing measures during the Coronavirus Pandemic.</p> <p>No members of the public were present.</p>					
<u>1.0</u>	<p><u>Chairman’s welcome, reminder about the filming of meetings & to receive apologies for absence</u></p> <p>Councillor Maggie Dunn welcomed everyone to the meeting and explained how this remote meeting would run, voting with a show of hands and that the meeting is being recorded. Apologies for absence were accepted from Councillor Diana Boys who is unable to attend the remote meeting due to technical issues and Councillor Declan Gallagher.</p>					
<u>2.0</u>	<p><u>Council to consider co-opting Andy Baker onto the Council</u></p> <p>Councillor Maggie Dunn proposed co-opting Andy Baker onto the Council. This was seconded by Councillor Philip Reeve, unanimous decision.</p>					
<u>3.0</u>	<p><u>To receive members declarations of interest</u></p> <p>There were no declarations of interest.</p>					
<u>4.0</u>	<p><u>Open Public Session</u></p> <p>No items were raised.</p>					
<u>5.0</u>	<p><u>To receive County Councillors Report</u></p> <p>Councillor Rebecca Hopfensperger had sent her apologies and an update on Suffolk County Council had been circulated.</p>					
<u>6.0</u>	<p><u>To receive Borough Councillors Reports</u></p> <p>West Suffolk Council are looking at managing their decrease in income. Planning meetings are going ahead.</p> <p>The issue of a company temporarily using part of the farmers depot, behind Mere Farm Lane, was raised. Councillor Sarah Broughton will speak to the planning officer.</p> <p>Councillor Sarah Broughton confirmed that she is on the board of Barley Homes, which is a local house builder owned by West Suffolk Council. Their focus is currently on 2 sites located in Great Barton (The Triangle) and Mildenhall which have been included in the 2019 Business Plan. Work on the viability and deliverability of these sites is ongoing.</p>					
<u>7.0</u>	<p><u>Update on Neighbourhood Plan</u></p> <p>Councillor Philip Reeve confirmed that West Suffolk’s consultation on the Neighbourhood Plan will finish on 19/8/20. An examiner will shortly be appointed.</p>					
<u>8.0</u>	<p><u>To sign the minutes of the Council meeting on Monday 15th June 2020 to stand as an accurate record of the meeting</u></p> <p>The minutes of the Council meeting on Monday 15th June 2020 were accepted as an accurate record of the meeting, and will be signed at a later date due to ‘social distancing measures’ currently in place. Proposed Councillor Philip Reeve seconded Councillor Maggie Dunn , unanimous decision from those present at the meeting.</p>					
<u>9.0</u>	<p><u>FINANCE: Council to consider -</u></p> <p>(a) The Council resolved to pay the following accounts: Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision.</p>					
	PAYEE	DETAILS	CHQ NO.	INVOICE	VAT	*POWER TO PAY
	HMRC	PAYE & NICS	D/D	£66.61		1
	NEST	Pension	D/D	£33.63		1
	L J Harley	Clerk's salary	S/O	£964.51		1

S Deare	Neighbourhood Plan Clerk's salary	2173	£31.37		2
Westcotec Ltd	Additional bracket sets for vehicle activated sign	2174	£249.00	£41.50	3
Total payments July			£1,345.12	£41.50	

*Power to pay:

- 1 Local Government Act 1972 S.112
Localism Act 2011, Sch 9; Town and Country Planning Act 1990 S.61f(1) and
planning and Compulsory Purchase Act 2004 s.38C(2)
- 2
- 3 Local Government Act 1972 S.111
- 4 Local Government Act S.137

b) Councillors had received the financial report from the Responsible Financial Officer including details of bank balances, receipts, reserve budgets and spending against them. There were no questions. The bank reconciliation for June had been checked by a non-bank signatory Councillor Steve Todd and was approved by the Council.
Bank balances as at 30/6/20:

Current A/C	£61,721.97
Bus Reserve	£45,619.18
Total	£107,341.15

Items paid/owed from newsletter	£0
Other Credits received	£0
Business reserve account interest	£15.72
Payments made under S137	£0
Transfers between accounts	£0
Total expenses for Coronavirus	£360.73

Reserves:

RESERVES	BALANCE	NET AMOUNT SPENT YTD
Small Projects	£21,388. Earmarked: £3,000 School Lane footpath and Land Registering £5000	£1,405
Neighbourhood Plan	£4,782 – Earmarked: £150 for CAS technical help & £299 SD salary to June 2020	£409
Neighbourhood Plan Grant	Nil	£8190
Youth Project	£938	£0
General	£20,563	£0

Allotments	NIL	£60
Asset maintenance	£ 6724	£384
Asset acquisition	£11,160(Earmarked : Community Speed Watch £1,007)	£0
Icepits Wood	£7,829	£0
S106 Funds	£14,676	£0
Total reserves	£88,060	£10,448 Amount spent from reserves this financial year)
	<p>(c) As per Standing Order 17, the Council reviewed a list of aggregate receipts and payments for the quarter including comparison with budget and any overspends. All items were within budget except for grants which is being increased under item (d)</p> <p>(d) The Council resolved to increase their budget for grants (made under Local Government Act S137) from £240 to £420. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.</p> <p>(e) The invoice for the Neighbourhood Plan Clerk for May was accepted. The invoice for June had not been received.</p> <p>(f) The Council resolved to add the 'call divert' feature to the Village Hall telephone line at a cost of £5.57 per month. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.</p> <p>(g) The Council confirmed their monthly subscription to zoom from April 2020. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.</p>	
10.0	<u>Updates to Council's Standing Orders and Financial Regulations</u>	
	The Council amended their Standing Orders and Financial Regulations to include the latest update to financial controls and procurement from NALC. Section 18 of the Financial Regulations were updated and the amounts in the footnotes in Section 11 of the Standing Orders were updated. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision.	
11.0	<u>Review procedures for opening the playground</u>	
	The Council reviewed the risk assessment for opening the playground following government advice, and agreed on the signage. There was a discussion on disabling 2 of the swings. Councillor Philip Reeve will review. The playground will be checked weekly to ensure all equipment is in good order, litter is collected and the signage is still in place. Council will decide if the signage should be made permanent, in September.	
12.0	<u>Update from Emergency Operations Team</u>	
	An update had been received from the Emergency Operations Team: "Great Barton Emergency Response Plan continues to operate extremely well via its excellent communication network. The response to various requests continues to be met by village volunteers who readily agree to offer help. No further official communication from Category 1 or 2 Emergency Responders.	

	<p>33 Support Buddies have been recorded in the response Log Book.</p> <p>8 issues have been dealt with since 24 April. Village Hall exchange line now has the Call Diversion facility incorporated. Crisis Recovery/New Normal - How and when this takes place will be discussed before hand, I suggest when Social Distancing is no longer required and a vaccine is available for those recommended. This could be as a Directive during 2021.</p> <p>I know the Great Barton Emergency Response to Covid 19 Team continues to serve the Village as intended. The Plans existence, being up to-date, has been invaluable to our early response to meet all requests for help and will continued to do so.”</p> <p>A resident has also asked for it to be formally recorded, the appreciation and thanks of residents who are self-isolating, for the support and help from the Emergency Operations Team and their volunteers.</p> <p>13.0 <u>Items carried forward from last meeting:</u></p> <p>Council discussed the use of the red telephone box on Livermere Road as a book exchange. A decision will be made at the September’s meeting. In the mean time Councillor Steve Todd will contact BT to chase the removal of the telephone and look at the cost of installing shelves and having the box re-painted.</p> <p>14.0 <u>Update on Village projects</u> : (i) School Lane/Downing Drive link footpath – Councillor Matthew Parker had obtained 2 quotes for a new surface and will meet with neighbours to discuss. Councillors agreed in principle to the resurfacing of the footpath subject to the written agreement of the neighbours. Quotes will be circulated and Council will ratify at their September meeting (ii) Iceptits Wood – Councillor Matthew Parker reported that following a site visit the committee were happy with the tidying up work carried out by Suffolk County Council. Vegetation along the footpaths will be cut back in the next few weeks. A letter has been sent to Greene King asking for permission to access the new piece of land, through their car park (iii) Greene Lane footpath – Councillor Matthew Parker – a resident has asked if it would be possible to extend the footpath to form part of a circular walk. The Planning Inspectorate have already issued the decision notice for this footpath. Councillor Maggie Dunn will contact Councillor Sarah Broughton to see if the path could be re-routed along the side of the hedge rather than through the middle of the field.</p> <p>15.0 <u>Chair and Councillor’s Reports</u></p> <p>The newsletter has been postponed until social distancing is relaxed. There were no other reports.</p> <p>16.0 <u>Planning – Council to sign the planning committee minutes of 13/7/20 and to consider the completed applications from West Suffolk Council</u></p> <p>The Council accepted the minutes from the planning committee of 13/7/2020 as an accurate record of the meeting, which will be signed at a later date (due to social distancing restrictions). Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.</p> <p>The Parish Council supported the following applications:</p> <table border="1" data-bbox="363 1794 1458 2038"> <tr> <td data-bbox="363 1794 730 2038">3 Derby Place *</td> <td data-bbox="730 1794 1098 2038">DC/20/0976/HH</td> <td data-bbox="1098 1794 1458 2038"> (i) single storey front extension (ii) incorporate garage into habitable space (iii) detached double garage </td> </tr> </table>	3 Derby Place *	DC/20/0976/HH	(i) single storey front extension (ii) incorporate garage into habitable space (iii) detached double garage	<p>MP</p> <p>MD</p>
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39 Barton Hamlet	DC/20/0923/HH	2 storey side extension (following demolition of rear conservatory)												
The Parish Council objected to the following application and commented:														
Dwelling adjacent to Flint House, The Park	DC/20/0930/FUL	1 dwelling and car port												
<p>This application is within the distinctive and historical area of The Park and the proposed site sits within the grounds of Flint House.</p> <p>Great Barton Parish Council acknowledges the planning policies within the Local Plan of West Suffolk Council and the emerging policies within the Neighbourhood Plan that protect this special area.</p> <p>The proposal would have a detrimental impact on the character and appearance of this area. The proposal would be contrary to the provisions of Policy DM2 and DM24 of the Joint Development Management Policies Document, Policy CS3 of the St Edmundsbury Core Strategy of 2010 and Rural Vision 2031. All these policies and GB5 of the emerging Great Barton Neighbourhood Plan seek to preserve important landscape characteristics which make a significant contribution to the character and appearance of the area.</p> <p>Other secondary objections include: Inappropriate access to the site down a very small lane, Plot size not in keeping with The Park Over development of the site Destruction of flint walls are not desirable as this forms part of the character of the area.</p> <p>The following planning applications had been approved by West Suffolk Council:</p> <table border="1" data-bbox="363 1048 1457 1464"> <tr> <td data-bbox="363 1048 563 1133">The Oaks, School Road</td> <td data-bbox="563 1048 831 1133">DC/20/0584/TPO</td> <td data-bbox="831 1048 1457 1133">1 Oak overall crown reduction by 2.5 metres</td> </tr> <tr> <td data-bbox="363 1133 563 1346">Gt Barton Lodge, The Avenue</td> <td data-bbox="563 1133 831 1346">DC/20/0576/LB</td> <td data-bbox="831 1133 1457 1346">Application for Listed Building Consent - (i) Single storey garden room on rear elevation (following demolition of existing conservatory) (ii) open up two arches that lead in to the Drawing Room and (iii) removal of rear lean to</td> </tr> <tr> <td data-bbox="363 1346 563 1464">Gt Barton Lodge, The Avenue</td> <td data-bbox="563 1346 831 1464">DC/20/0575/HH</td> <td data-bbox="831 1346 1457 1464">Single storey glazed Garden Room to rear (following demolition of conservatory)</td> </tr> </table> <p>The following application was withdrawn:</p> <table border="1" data-bbox="363 1464 1457 1675"> <tr> <td data-bbox="363 1464 603 1675">Land West of Beach House, The Street</td> <td data-bbox="603 1464 847 1675">DC/20/0116/VAR</td> <td data-bbox="847 1464 1457 1675">Variation of condition 2 of DC/15/2281/VAR to allow use of revised drawing 15-34-02 - (i) single storey element repositioned (ii) changes to first floor internal layout</td> </tr> </table>			The Oaks, School Road	DC/20/0584/TPO	1 Oak overall crown reduction by 2.5 metres	Gt Barton Lodge, The Avenue	DC/20/0576/LB	Application for Listed Building Consent - (i) Single storey garden room on rear elevation (following demolition of existing conservatory) (ii) open up two arches that lead in to the Drawing Room and (iii) removal of rear lean to	Gt Barton Lodge, The Avenue	DC/20/0575/HH	Single storey glazed Garden Room to rear (following demolition of conservatory)	Land West of Beach House, The Street	DC/20/0116/VAR	Variation of condition 2 of DC/15/2281/VAR to allow use of revised drawing 15-34-02 - (i) single storey element repositioned (ii) changes to first floor internal layout
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17.0	<p>Correspondence</p> <p>There were no items of correspondence.</p>													
18.0	<p>Items to be carried forward to next meeting</p> <p>The Council briefly discussed the piece of land which has been offered as a gift to the Parish Council in the will of a resident. The clerk will gather more information and a further discussion will take place at the September meeting.</p> <p>The Village Hall Management Committee are looking at the cones placed by residents alongside Cox Lane.</p> <p>Council discussed organising a village litter pick in the autumn.</p>													

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	<p>Councillor Maggie Dunn will contact Councillor Rebecca Hopfensperger regarding the report on the trees on the Mill Road tree belt and the vegetation encroaching onto the footpath.</p> <p>The clerk will chase Suffolk County Council to repair the bus shelter on Livermere Road.</p> <p><u>19.0</u> <u>Closing public session</u> No further items were raised.</p> <p><u>20.0</u> <u>Date of next meeting</u></p> <p>The next Parish Council meeting will be on Monday 21st September 2020 and will be held remotely until social distancing measures are relaxed.</p> <p>There being no further business the meeting finished at 9.15 pm.</p> <p>.....Sign & Date</p> <p>.....Print name.</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>	MD
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