

MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON  
MONDAY 17<sup>TH</sup> March 2025 AT 7.30PM

Item	<p>Councillor Maggie Dunn chaired the meeting along with Councillors Gwyn James, Jenny Stone, Peter Fisk, Elaine Read and Andy Baker.</p> <p>3 members of the public, Rebecca Hopfensperger, Sarah Broughton and the Clerk were present.</p>	
1.	<p><b><u>Chairmans welcome, reminder about the filming of meetings and to receive apologies for absence</u></b></p> <p>Cllr Maggie Dunn welcomed everyone to the meeting and reminded everybody present that the meeting maybe recorded.</p>	
2.	<p><b><u>To receive members declarations of interest</u></b></p> <p>There were no declarations of interest or requests for dispensation.</p>	
3.	<p><b><u>Open public session</u></b></p> <p>Questions from the public session</p> <p>A1088 has been reopened - white lining had not been done nor any repairs on the cats' eyes. This was put to Cllr Hopfensperger who would investigate and respond to the resident.</p> <p>Cllr Dunn moved the Communication Group update from Item 11a. Communication Group had circulated their recommendations. Council will review these recommendations and review the guidelines. Thanks to Communication Group for the continued help.</p>	
4.	<p><b><u>To receive County Councillor's report from Rebecca Hopfensperger</u></b></p> <p>Mill Rd/Livermere Rd obscured signage – Overgrown area will be cut back this week. No date at present for white lining.</p> <p>School Rd – Overgrown Brambles – Cllr Hopfensperger has placed an order to cut back as the farm land is owned by Suffolk County Council.</p> <p>Mill Rd to Bunbury Arms - Skirting back pathways. Cllr Hopfensperger has agreed to pay out of locality budget. Cllr Hopfensperger and Cllr Baker will meet contractor to quote.</p> <p>Elms Meadow – Cllr Hopfensperger will be consulting with the residents who had the direct concerns.</p> <p>Devolution – At the cabinet meeting on 19/3/25 two business cases were put forward. The first was for 1 authority to cover Suffolk with the second being 2 or 3 authorities to cover Suffolk. It was explained that PWC have conducted the assessment and the savings were staggering. A member of the public requested sight of the savings, but these are unavailable as the reports are interim. Cllr Dunn advised that SALC are running a Devolution forum on 25/3/25. Cllr Hopfensperger advised about transitional payments for the devolution. MOP queried how this will benefit residents. Cllr Hopfensperger unable to advise at this time.</p> <p>It was reported that Suffolk County Council are intending to take the library services back within their control, financial information is available and will be sent to the Clerk for review.</p> <p>Cllr James requested that Cllr Hopfensperger chase Andy Moore from Highways about the urgent cutting back of vegetation ready for installation of the village gates.</p> <p>Cllr Dunn explained that the Parish Council were not informed about trees being felled in Downing Wood earlier this year, she has had no response to her email asking why. As the area of the next batch of trees to be felled in on a popular access route to school please could the school be advised when this is taking place. Cllr Hopfensperger will investigate if there is a tree management plan for Downing Wood.</p>	<p>Cllr Hopfensperger</p> <p>Cllr Baker</p> <p>Cllr Hopfensperger</p>
5.	<p><b><u>To receive District Councillor's reports from Sarah Broughton</u></b></p> <p>Cllr Broughton enquired if we had responded to the Local Plan – Cllrs hadn't had this. A member of the public had forwarded to PC. Cllrs to review. It was agreed that the Local plan takes priority over Mayoral Election.</p> <p>UKPN will be implementing futureproof works from British Sugar through to Dobbie's Garden Centre starting Mid April. This work is being carried out on the road itself so at certain times and in certain locations there will be a one-way system adopted.</p>	<p>Cllr Hopfensperger</p>

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6. **To sign the minutes of the council meeting on Monday 17<sup>th</sup> February 2025 to stand as an accurate record of the meeting**

Cllr Baker proposed acceptance of the minutes of the Council meeting on Monday 17th February 2025 to stand as an accurate record of the meeting. Seconded by Cllr Read, unanimous decision from those present at the meeting.

7. **Planning applications from West Suffolk Council – as no planning meeting 10/03/25**

DC/25/0277/HH – 2 Bunbury Avenue - Cllr Read proposed no objections, seconded by Cllr Stone. Unanimous decision from those present at the meeting.

DC/25/0276/HH Rawlins School Lane - Cllr Stone proposed no objections, seconded by Cllr Read. Unanimous decision from those present at the meeting.

DC/25/0360/TPO – Downing Wood

8. **To consider any completed planning applications from West Suffolk Council**

Barton House – Withdrawn

Farmhouse, Edes Paddock – Granted

Severals (Discharge) - Refused

9. **Update on ‘Triangle Development**

Since the last update at the February PC meeting the developer (Barley Homes) has released the Transport Assessment to the Triangle Taskforce and Parish Council prior to the pending planning application. A preliminary appraisal of this document suggests a pack of highway improvements are proposed, village gateway features, including speed roundels and dragon tooth road markings to the east of the main site access from Mill Road. It was cited that the Parish Council may wish to replicate these features for consistency on Mill Road when approaching the village from the Fornhams (A134). Further analysis continues on this Transport Assessment produced by Curtins on behalf of Barley Homes. Cllr Read to send to Cllrs Hopfensberger and Boughton Eastern End Mill Road – Village Gates with teeth. – Should we mirror this at West End of Mill Road make symmetrical. Mindful of an update for the next newsletter.

Cllrs Hopfensberger and Boughton left the meeting at 8.35pm.

10. **FINANCE**

a) **Payment of accounts and outstanding invoices**

Approval of Payments schedule for February 2025 resolved. The Council resolved to pay the following accounts. Proposed Cllr James, Seconded Cllr, Stone unanimous decision. Internet banking transactions entered by the Clerk verified by Cllr James, verified and released by Cllr Dunn.

Inv Ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT reclaim
110	Great Barton Thanksgiving Fund	Hall Hire for Feb 2025	3	B/P	£ 65.62	
111	Parish Online	Mapping Software - Annual Subscription Jan 25 - Jan 26		B/P	£ 180.00	£ 30.00
112	Jessica Langley	Expenses - Local Council Clerks Guide, Stationary - Wall Calendar, Pens, Pads		B/P	£ 64.63	£ 6.33
113	O2	Clerks mobile phone contract- Jan 25	1	S/O	£ 14.35	£ 2.39
114	Propel Finance	Clerk mobile phone handset rental - 12	3	D/D	£ 8.40	£ 1.40
115	Alan Horne	Mole treatment on playground		B/P	£ 40.00	£ -
116	Broxap Street Furniture	Out door gym equipment - Deposit payment		B/P	£ 6,000.00	£1,000.00
117	Unity Trust Bank	monthly service charge	1	S/O	£ 6.00	
118	Amanda Jackson	March Salary (13/02/25 - 12/03/25)	1	S/O	£ 947.15	
119	HMRC	NI & tax due (for AJ & JL)	1	B/P	£ 219.00	
120	Amanda Jackson	Expenses - Mileage for Newsletter, box of paper	3	B/P	£ 35.99	£ 3.00
121	Great Barton Thanksgiving Fund	Hall Hire - January 2025	3	B/P	£ 34.37	
122	AMS Services	Notice Board Repair and install. Repair guttering on bus shelter	13	B/P	£ 120.00	
123	Jessica Langley	March Salary (24/02/25 - 12/03/25)	1	S/O	£ 373.39	
124	Vertas Group Ltd	Grass Cutting - 01/10/24 - 31/12/24 - Playing Field £770.02 - Church £794.66	5	B/P	£ 1,877.62	£ 312.94
125	Vertas Group Ltd	Grass Cutting - 01/01/2025 - 31/03/25 - Playing Field £770.02 - Church £794.65	5	B/P	£ 1,877.60	£ 312.93
					£ 11,864.12	£1,668.99

b) **The Financial report from the Responsible Financial Officer gives details of reserve budgets and spending against them and bank account balances.**

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**Clerks Financial Report as at 7<sup>th</sup> March 2025**

GREAT BARTON PARISH COUNCIL RESERVES AS 7TH MARCH 2025						
RESERVE	AS @ 1/4/2024	SPENT TO DATE	EARMARKED PROJECTS		CURRENT BALANCE	AVAILABLE TO SPEND
SMALL PROJECTS			£200 Anchor cover for little Hamlet	£ 200.00		
			£700 Memorial grant for Kate Trevitt	£ 700.00		
			£1000 Legal fees for extending Green Lane 21 footpath	£ 1,000.00		
			£100 New defib pads	£ 100.00		
			£0 Maintenance of garden @ Village sign	£ -		
			£75 Website training	£ 75.00		
			£15000 Village Gates	£ 15,000.00		
				£ -		
	£ 25,914.00	£ 6,312.45	Total earmarked £	£ 17,075.00	£ 19,601.55	£ 2,526.55
LEGAL/CONSULTATION	£ 10,427.00	£ 1,137.50	None	£ -	£ 9,290.41	£ 9,289.50
CORONATION	£ 502.00	£ 502.00	£502 transferred to small project reserve 23/5/24	£ -	£ -	£ -
YOUTH PROJECT	£ 612.00	£ -	None	£ -	£ 612.00	£ 612.00
GENERAL	£ 10,563.00	£ 255.00	None	£ -	£ 10,308.00	£ 10,308.00
ALLOTMENTS	£ 180.00	£ 120.00	£60 1/4/24 plus £120 rec'd 21/10/24 = 180	£ -	£ 60.00	£ 60.00
ASSET MAINTENANCE	£ 11,143.00	£ -	None	£ -	£ 11,143.00	£ 11,143.00
ASSET ACQUISITION	£ 8,271.00	£ -	None	£ -	£ 8,271.00	£ 8,271.00
ICEPITS WOOD	£ 9,158.00	£ 204.50	None	£ -	£ 8,953.50	£ 8,953.50
S106 FUNDS	£ 14,676.00	£ -	None	£ -	£ 14,676.00	£ 14,676.00
<b>TOTAL RESERVES</b>	<b>£ 91,446.00</b>	<b>£ 8,531.45</b>		<b>£ 17,075.00</b>	<b>£ 82,915.46</b>	<b>£ 65,839.55</b>

**Bank balances at 7<sup>th</sup> March 2025**

Unity trusts Current Account	£2,148.79
Unity Trust Savings Account	£99,303.20
<b>Total balances</b>	<b>£101,451.99</b>
Instant Access Interest	£0
Moved from current account to savings account	£0
Moved funds from Savers account to Current account	£0
Credits received - 2025 newsletters	£555.00
Payments made under S137*	None

- c) Council reviewed the circulated monthly bank reconciliations, there were no questions.
- d) Council considered paying for the Communication Group meeting hall hire at a cost of £9 per month. Paid from Hall Hire Fund. Proposed Cllr Dunn, Seconded Cllr James unanimous decision.
- e) Council considered purchasing a printer for new clerk at cost of £115. Paid from Asset Acquisition. Proposed Cllr Read, Seconded Cllr James unanimous decision.
- f) Top Garden Services installed the replacement swings free of charge. The Parish Council would like to thank them for the generosity.

**11. Non-financial items**

- a) Comms group update in Public Session.
- b) Project Management Summer Newsletter – Council and the Clerk discussed and the Clerk agreed to project manage. Additional hours are required to complete.
- c) Elms Meadow – Update in Cllr Hopfensperger session. Council agreed to invite a representative from public rights of way department to Annual Parish Meeting.
- d) Audit - Council to consider who to appoint as their internal auditor and agreed upon Suffolk Association of Local Councils. Proposed Cllr Dunn, Seconded Cllr James unanimous decision.
- e) 80<sup>th</sup> Anniversary of VE Day – Council discussed and felt they are unable to commit to a VE Breakfast due to lack of volunteers at present.

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- f) Council considered quotes for grass cutting Parish Council land off Livermere Road. Top Garden Services provided most competitive quote and Council agreed to a one-off cut. Proposed Cllr Dunn, Seconded Cllr Baker unanimous decision.
- g) Outdoor Gym to be installed W/C 19<sup>th</sup> May provided delivered to supplier on time. Council discussed possibility around an opening event to celebrate installation.
- h) Replacements bins in Bunbury Ave/The Park and Derby Place. The Clerk will check the rota with the council to see when the bins are emptied. We have costs for bins but West Suffolk Council do not have stock of both at present.
- i) Cllr Dunn to respond to the Mayoral Consultation after the WSF meeting.

13. **Correspondence not covered elsewhere on the agenda**

The Clerk advised:

Cllr Fisk requested discussion about the MOP concern about the Muntjac Deer increase. Cllrs and MOP agreed there has been an increase and Cllr Stone had emailed Environmental health for advice. PC Land is not suitable for culling (with a rifle). We can tolerate a certain level but it will change how the village looks as residents begin to protect their properties. Item will be added to the agenda for next meeting. Clerk to speak with consultants about quotes for geological survey/managing population and look at Law/Government Policy.

Cllr Fisk left at 21.30

- Concern from a MOP about concrete blocks on roadside on Thurston Road. The Clerk advised resident to report it to highways using the report it tool.
- Vertas Grass Cutting Contract – Council advised that we received increase costs mid contract. Have raised this issue with the contractor.
- Discussed white lining / signage at Livermere Road. Disappointed at turnaround of getting this rectified.

12. **Chairman's and Councillor's Reports**

Cllr Dunn advised SALC are hosting a West Suffolk Forum Devolution Meeting on Tuesday 25/03/25. Cllr Dunn advised SALC have today advised they might be offering a CILCA bursary scheme. Details to be confirmed.

Cllr Stone contacted by resident in regards to the Pavements in Mill Road. General poor state and overgrown. Clerk to get a quote and add to agenda for next meeting.

Cllr James asked if it would be beneficial to project planning applications onto the screen for members of the public but after discussion it was agreed not at this time.

**Items to be carried forward to next meeting**

14. There were no items to carry forward.

**Closing public session**

15. There were no comments in the public session.

**Date of next meeting** – Monday 28<sup>th</sup> April 2025 at 6.45pm followed by the Annual Parish Meeting at 7.45pm.

16.

There being no further business the meeting finished at 10.00pm.

..... sign and date

..... Print name

Chairman

Signed as confirmation that they are a true record.