

# MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY 21<sup>TH</sup> OCTOBER 2024 COMMENCING AT 7.30PM

Item	Action								
	<p>Councillor Maggie Dunn chaired the meeting along with Councillors Gwyn James, Jenny Stone, Elaine Read, and Peter Fisk.</p> <p>4 members of the public, and the Parish Clerk was also present.</p>								
1.	<p><u>Chairmans welcome, reminder about the filming of meetings and to receive apologies for absence</u></p> <p>Councillor Maggie Dunn welcomed everyone to the meeting and reminded everybody present that the meeting maybe recorded. Apologies were received and accepted from Councillors Andy Baker and Rebecca Hopfensperger</p>								
2.	<p><u>To receive members declarations of interest</u></p> <p>There were no declarations of interest or requests for dispensation.</p>								
3.	<p><u>Open public session</u></p> <p>There were no questions in the public session.</p>								
4.	<p><u>To receive a report from County Councillor Rebecca Hopfensperger</u></p> <p>Councillor Rebecca Hopfensperger was unable to attend the meeting.</p>								
5.	<p><u>To receive a report from Borough Councillor Sarah Broughton</u></p> <p>Councillor Sarah Broughton advised that the Triangle development plan will be presented to cabinet on Tuesday 5<sup>th</sup> November at the Hub in Mildenhall. The Local Plan will also be discussed in early November. She and Councillor Rebecca Hopfensperger will speak on behalf of the village. Andrew Smith is seeking support for additional rural buses for a number of parishes including Great Barton, she and Councillor Hopfensperger will keep us updated.</p>								
6.	<p><u>To sign the minutes of the Council meeting held on Monday 16<sup>th</sup> September 2024 to stand as an accurate record of the meeting</u></p> <p>The minutes of the meeting held on Monday 16<sup>th</sup> September required an amendment to the payment schedule wording and will be presented at Novembers meeting.</p>								
7.	<p><u>To sign the planning meeting minutes on 14<sup>th</sup> October 2024 to stand as an accurate record of the meeting and consider the completed and approved planning applications from West Suffolk Council</u></p> <p>The minutes of the planning meeting on 14<sup>th</sup> October 2024 required amendment and will be presented at Novembers meeting.</p> <p>Completed planning applications for West Suffolk Council for September and October 2024</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 15%;">ADDRESS</th> <th style="width: 15%;">APPLICATION NUMBER</th> <th style="width: 30%;">APPLICATION DETAILS</th> <th style="width: 40%;">DECISION</th> </tr> </thead> <tbody> <tr> <td>The Triangle Development</td> <td>DC/24/1178/EIASCR</td> <td>EIA screening opinion under Regulation 6 (1) of the Environmental Impact Assessment Regulations 2017</td> <td>Having now screened the site in accordance with the EIA regulations, it is the opinion of the Local Planning Authority that the proposed development falls within the description of development given in Schedule 2, Paragraph 4 of the Regulations and constitutes EIA development unlikely to have significant impact. An Environmental Impact Assessment is not required in this instance.</td> </tr> </tbody> </table>	ADDRESS	APPLICATION NUMBER	APPLICATION DETAILS	DECISION	The Triangle Development	DC/24/1178/EIASCR	EIA screening opinion under Regulation 6 (1) of the Environmental Impact Assessment Regulations 2017	Having now screened the site in accordance with the EIA regulations, it is the opinion of the Local Planning Authority that the proposed development falls within the description of development given in Schedule 2, Paragraph 4 of the Regulations and constitutes EIA development unlikely to have significant impact. An Environmental Impact Assessment is not required in this instance.
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8.	<p><u>Update on the Triangle Development.</u></p> <p>Philip Reeve had circulated notes to Councillors prior to the meeting in relation to various meetings and telephone calls held since the September full Council meeting with Barley Homes, LPA and Ian Poole from Places4people. It was agreed to write to the LPA listing the important points that Great Barton would like them to consider when presenting to cabinet on 5<sup>th</sup> November. It was agreed that Philip would represent Great Barton Parish Council along with an additional person if time allowed for this. Councillor Maggie Dunn thanked Philip and Vivien for all their work on behalf of not only the Parish Council but also the residents.</p>								
9.	<p><u>Update on Simmonds bus route changes:</u></p> <p>Councillor Rebecca Hopfensperger had advised via email that Simmonds would not attend a public meeting at present. She had sent the petition to them that had about 500 signatures. She has joined a taskforce with other effected parishes working on a bid for funding to go to Suffolk County Council to secure a route. They would like some data on how the current service is running now.</p>								

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**10. FINANCE**

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

Approval of Payments schedule for October 2024 resolved. The Council resolved to pay the following accounts. Proposed Councillor Gwyn James, Seconded Councillor, Jenny Stone unanimous decision. Internet banking transactions entered by the Clerk verified by Councillor Gwyn James, verified and released by Councillor Maggie Dunn.

**October 2024 Payment Schedule**

Inv Ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT reclaim
59	ICO	Data Protection fee	3	D/D	£ 35.00	
60	O2	Clerks mobile phone contract- August	1	S/O	£ 14.92	£ 2.49
61	Propel Finance	Clerk mobile phone handset rental - 7	3	D/D	£ 8.40	£ 1.40
62	O2	Clerks mobile phone contract- September	1	S/O	£ 14.35	£ 2.39
63	Unity Trust Bank	1st quarter service charge	1	S/O	£ 18.00	
64	SALC	Provision for 6 months payroll services April to Sept	3	B/P	£ 54.00	£ 9.00
65	Great Barton Thanksgiving Fund	September Hall Hire	3	B/P	£ 25.00	
66	SALC	New Councillor training - Elaine Read & Jenny Stone	3	B/P	£ 153.60	£ 25.60
67	Amanda Jackson	September Salary	1	S/O	£ 561.20	
68	TBS	Hire of pressure washer to clean the War memorial	11	B/P	£ 73.80	£ 12.30
69	AMS Services	Cleaning of the War memorial	11	B/P	£ 141.00	
70	CAS	Insurance premium		B/P	£ 1,053.64	
	<b>TOTAL</b>				<b>£ 2,152.91</b>	<b>£ 53.18</b>

b) The Financial report from the Responsible Financial Officer including details of bank balances as at 18/10/2024, Bank reconciliation for October 2024, reserve budgets and any items arising from risk assessments which had been circulated. There were no items arising from the report and no questions.

**Responsible Financial Officer's Financial Report October 2024**

RESERVE	AS @ 1/4/2024	SPENT TO DATE	EARMARKED PROJECTS	CURRENT BALANCE	AVAILABLE TO SPEND
SMALL PROJECTS		£ 1,076.00	£200 Anchor cover for little Hamlet £700 Memorial grant for Kate Trevitt £1000 Legal fees for extending Green Lane 21 footpath £100 New defit pads £0 Maintenance of garden @ Village sign £75 Website training £15000 Village Gates Village Hall noticeboard Total earmarked £	£ 200.00 £ 700.00 £ 1,000.00 £ 100.00 £ - £ 75.00 £15,000.00 £ 800.00 £17,875.00	£ 19,838.00 £ 1,963.00
LEGAL	£ 10,427.00	£ -	None	£ -	£ 10,427.00
CORONATION	£ 502.00	£ 502.00	£502 transferred to small project reserve 23/5/24	£ -	£ -
YOUTH PROJECT	£ 612.00	£ -	None	£ -	£ 612.00
GENERAL	£ 10,563.00	£ 180.00	None	£ -	£ 10,383.00
ALLOTMENTS	£ 60.00	£ 60.00	None	£ -	£ -
ASSET MAINTENANCE	£ 11,143.00	£ -	None	£ -	£ 11,143.00
ASSET ACQUISITION	£ 8,271.00	£ -	None	£ -	£ 8,271.00
ICEPTS WOOD	£ 9,158.00	£ 85.00	None	£ -	£ 9,073.00
S106 FUNDS	£ 14,676.00	£ -	None	£ -	£ 14,676.00
<b>TOTAL RESERVES</b>	<b>£ 86,326.00</b>	<b>£ 1,903.00</b>		<b>£17,875.00</b>	<b>£ 84,423.00</b>

**Bank balances at 18<sup>th</sup> October 2024**

Unity trust Current Account	£5058.96
Unity Trust Savings Account	£96657.00
<b>Total balances</b>	<b>£101,715.96</b>
Instant Access Interest	677.94
Moved from current account to savings account	£2000.00
Other Credits received	None
Payments made under S137*	None

- £2000 has been moved from the Instant Access saving account to the Current account

c) Council considered the cost to clean the War memorial that Councillor Maggie Dunn and the Clerk arranged ahead of Remembrance Day after Octobers meeting and agreed to a quote of £225. Proposed Councillor Maggie Dunn, Seconded Councillor, Gwyn James unanimous decision. To be paid from the Smail projects reserve.

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	<ul style="list-style-type: none"><li>d) Council considered repairs to the cradle swings which need replacing at a cost of £500 for parts. The Clerk will seek quotes for fitting. Proposed Councillor Maggie Dunn, Seconded Councillor, Gwyn James unanimous decision. To be paid from the Youth Project reserve.</li><li>e) Council considered a 4-part watch on demand planning training course offered by SALC at a cost of £140. Proposed Councillor Maggie Dunn, Seconded Councillor, Elaine Read unanimous decision. To be paid from the training fund.</li><li>f) Council ratified a decision to use Places4People to assist with comments on the Local Plan consultation at a cost of £150. Proposed Councillor Maggie Dunn, Seconded Councillor, Elaine Read unanimous decision. To be paid from the Legal reserve.</li><li>g) Council ratified a decision to use Places4People to assist with the response on the Triangle development going to cabinet on 5/11/24 with a budget of upto £1000. Proposed Councillor Maggie Dunn, Seconded Councillor, Elaine Read unanimous decision. To be paid from the Legal reserve.</li></ul>	
11.	<p><u>Continuation of the Annual Governance and Accountability Return 2023/24</u></p> <ul style="list-style-type: none"><li>a) A review of the Financial Regulations was postponed.</li></ul>	
12.	<p><u>Non-financial items carried forward from previous meetings</u></p> <ul style="list-style-type: none"><li>a) Cox Lane to Icepits wood footpath – There was no update available.</li><li>b) Update on footpath 21 – Councillor Elaine Read will continue to progress this.</li><li>c) Village Gates – Councillor Gwyn James advised the furniture licence is paid and that he is waiting for an additional installation quote</li><li>d) Christmas lunch – Meeting Point have agreed to run the lunch with the Parish Council on Wednesday 11<sup>th</sup> December.</li><li>e) Communication group – Council considered the merit of asking a small volunteer group to help with the website updates and a communication email to engage with the community. Council agreed this would be a great idea and thanked Vivien Bodnar for offering her time to update the website. They supported the idea of a volunteer group to put together information for the email but would like further information about how this would run at our next meeting.</li><li>f) Newsletter update – Council agreed to delay publication and wait for the decision on the Triangle development so it can be included and reach as much of the village as possible.</li><li>g) Playground – Council considered the nomination of a Councillor to provide weekly inspections of the playground. The Clerk will ask Councillor Andy Baker if he would be able to do this.</li><li>h) Playground/recreation area: The Clerk advised Council of a meeting with the playground inspector from West Suffolk Council. Councillor Jenny Stone presented ideas for an out-door gym. It was agreed to gather more information on costs and to approach the Village Hall Committee in December.</li><li>i) Elm Meadow - Councillor Maggie Dunn advised there was no update at this stage.</li><li>j) West Suffolk Council Council Tax reduction scheme consultation – Council agreed to comment with their support for this scheme.</li><li>k) Council reviewed the membership of both the finance and planning committees and agreed to add Councillors Jenny Stone and Elaine Read to both.</li><li>l) Capital fund for community's grant – Council discussed and agreed to apply for this grant for some additional play equipment. Councillors Jenny Stone and Gwyn James will progress.</li><li>m) West Suffolk Council Transport survey – Council considered and agreed to comment and advertise the survey on noticeboards, facebook and the newsletter if it will arrive to homes before the close date.</li></ul>	
13.	<p>Error in numbering</p> <p><u>Chairmans and Councillor reports</u></p> <p>There were no reports.</p>	
14.	<p><u>Correspondence not covered elsewhere on the agenda</u></p>	

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15. 16. 17.	<ul style="list-style-type: none"><li>• Holy Innocents Church Christmas tree festival. Council considered and agreed. Councillor Maggie Dunn will progress this.</li><li>• Councillor Elaine Read has received comments about the up keep of the planted area between Downing Wood and School Lane looking unkept. Councillor Gwyn James advised he is working on this area and tidying it up.</li></ul> <p><u>Items to be carried forward to the next meeting</u> Amendment to the Financial Regulations.</p> <p>Closing of the public session</p> <p>Date of the next meeting – Monday 18<sup>th</sup> November 2024</p> <p>The Clerk confirmed that meeting dates for December would be Monday 2<sup>nd</sup> Planning Monday 9<sup>th</sup> for full Council meeting.</p> <p>There being no further business the meeting finished at 10.15pm.</p> <p>..... sign and date</p> <p>..... Print name</p> <p>Chairman Signed as confirmation that they are a true record.</p>	
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