

Minutes of Great Barton Parish Council on Monday 17th November 2025 at 7.30pm



Councillor Maggie Dunn chaired the meeting along with Vice Chair Elaine Read and Councillors, Peter Fisk, Andy Baker Jenny Stone and Gwyn James. 2 members of the public, Sarah Broughton, and the Clerk were present.

1.	Cllr Maggie Dunn welcomed everyone to the meeting and reminded everybody present that the meeting maybe recorded. No Fire alarms planned and advised of emergency exits. There were no declarations of interest or requests for dispensation.																												
2.	<p><u>Open Public Session</u></p> <p>MOP thanked the Clerk for the latest and final version of the Budget Vs Actual. MOP requested an update on the traffic survey. No update in Cllr Hopfensperger absence. Clerk to chase.</p> <p>Cllr James advised that on Fornham road there is a house with overgrown hedging which is blocking a clear line of site when using the speed camera, Requested the Clerk send a letter. Cllr James advised that we have 2 to 3 times a week of police enforcement. Cllr Baker advised there are currently traffic speed measuring on the A143 just past the last bungalow headed towards bury. Clerk to ask Cllr Hopfensperger for the information.</p> <p>MOP2 attended the meeting to discuss speed cameras in the village and concern around the speed in the village. Cllr James advised we are following the Suffolk highways pathways and we are working with other parishes to try to get speeding down in the villages. Cllr James advised the top speed in the village has been 111mph in the middle of the night on the A143.</p> <p>MOP queried any update in relation to the triangle as he can't help but think of how the PCC has been cut off by labour and the mayor will take on that responsibility for that. Tim Passmore is looking to be mayor. 2028 is when the PCC will stop. Cllr Broughton advised no update in relation to the Triangle.</p>																												
3.	<p><u>County Councillor's report</u></p> <p>Nothing to report as Cllr Hopfensperger sent her apologies</p>																												
4.	<p><u>District Councillor's report</u></p> <p>Cllr Broughton advised nothing to report from her. School had sent across ideas for funding. Both Cllr Hopfensperger and Cllr Broughton will be supporting.</p>																												
5.	<p><u>To Sign the minutes of the Council meeting on Monday 20th October</u></p> <p>Cllr Read proposed acceptance of the minutes to stand as an accurate record of the meeting. Seconded by Cllr Baker, unanimous decision from those at the meeting.</p>																												
6.	<p><u>To Sign the minutes of the Budget meeting on Tuesday 4th November</u></p> <p>Cllr Read proposed acceptance of the minutes to stand as an accurate record of the meeting. Seconded by Cllr Stone, unanimous decision from those at the meeting.</p>																												
7.	<p><u>To Sign the minutes of the Planning meeting on Monday 10th November</u></p> <p>Cllr Fisk proposed acceptance of the minutes to stand as an accurate record of the meeting. Seconded by Cllr Stone unanimous decision from those at the meeting.</p>																												
8.	<p><u>No completed planning applications since the last meeting.</u></p>																												
9.	<p><u>Finance</u></p> <p style="padding-left: 20px;">a) Payments of Accounts and outstanding invoices. The Council resolved to pay the following Accounts. Proposed Cllr James, Seconded Cllr Fisk, unanimous decision. Internet banking transactions entered by the Clerk, verified by Cllr James, verified and released by Chair Dunn.</p>																												
<table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 8%;">Inv Ref</th> <th style="width: 22%;">Payee</th> <th style="width: 35%;">Details</th> <th style="width: 8%;">Power to pay</th> <th style="width: 8%;">Payment type</th> <th style="width: 12%;">Total Invoice</th> <th style="width: 10%;">VAT reclaim</th> </tr> </thead> <tbody> <tr> <td>83</td> <td>O2</td> <td>Clerks mobile phone contract</td> <td>1</td> <td>DD</td> <td>£ 16.38</td> <td>£ 2.73</td> </tr> <tr> <td>84</td> <td>Propel Finance</td> <td>Clerks mobile phone handset hire</td> <td>3</td> <td>DD</td> <td>£ 8.40</td> <td>£ 1.40</td> </tr> <tr> <td>85</td> <td>Unity Bank Trust</td> <td>Unity Bank Service Charge</td> <td>1</td> <td>SO</td> <td>£ 6.00</td> <td></td> </tr> </tbody> </table>		Inv Ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT reclaim	83	O2	Clerks mobile phone contract	1	DD	£ 16.38	£ 2.73	84	Propel Finance	Clerks mobile phone handset hire	3	DD	£ 8.40	£ 1.40	85	Unity Bank Trust	Unity Bank Service Charge	1	SO	£ 6.00	
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86	Jessica Langley	Nov Salary (up to 12th) inc 15 hours overtime for Newsletter	1	B/P	£ 1,051.86	
87	HMRC	Ni & tax due	1	B/P	-£ 27.65	
88	Jessica Langley	Expenses - Fuel Expenses and Colour Ink	1	B/P	£ 56.31	£ 6.00
89	Great Barton Thanks Giving Fund	Hall Hire	3	B/P	£ 25.00	
90	Gipping Press Ltd	1000x Autumn Newsletter (inc Emergency Plan and Bus Timetables)	7	B/P	£ 1,147.00	
91	Clare Veal (CLV Gardening)	Sign Maintenance - Village Sign	3	B/P	£ 58.00	
92	TBS Thurston LTD	Hedge Cutting (A143 x 2 and East Barton Road)	11	B/P	£ 570.00	£ 95.00
93	Vertas Group Ltd	Grass Cutting - 01/10/25 - 31/12/25 - Playing Field £787.43 - Church £816.37	5	B/P	£ 1,924.56	£ 320.76

Clr Fisk queried when the skirting is being done on the A143. Clerk advised currently she is struggling to contact TGS. Clerk at Fornham is also having issues. Clr Dunn requested we get back to the payments.

b) Responsible Financial Officer's Financial Report

Bank balances at 14th November 2025

Unity trusts Current Account	£19,707.38
Unity Trust Savings Account	£74,355.90
Total balances	£94,063.28
Instant Access Interest	£
Moved from current account to savings account	None
Moved funds from Savings account to Current account	None
Credits received	£
Payments made under S137*	None

Reserves Balances at 5th November following Budget Meeting

GREAT BARTON PARISH COUNCIL RESERVES AS OF 5th November 2025						
RESERVE	AS of 05/11/25	SPENT TO DATE	EARMARKED PROJECTS		CURRENT BALANCE	AVAILABLE TO SPEND
SMALL PROJECTS	£ 18,401.55	£ 10,536.31	£700 Memorial grant for Kate Trevitt	£ 700.00	£ 7,865.24	£ 7,165.24
LEGAL/CONSULTATION	£ 10,290.41	£ 195.00	None	£ -	£ 10,095.41	£ 10,095.41
YOUTH PROJECT	£ 612.62	£ 316.03	None	£ -	£ 296.59	£ 296.59
GENERAL	£ 12,657.47		None	£ -	£ 12,657.47	£ 12,657.47
ALLOTMENTS	£ 60.00	£ 120.00		£ -	£ 60.00	£ 60.00
ASSET MAINTENANCE	£ 11,343.48	£ 657.09	None	£ -	£ 10,686.39	£ 10,686.39
ASSET ACQUISITION	£ 8,727.82	£ 1,845.00	(Precept Budget of £456)	£ -	£ 6,882.82	£ 6,882.82
ICEPITS WOOD	£ 12,688.55	£ 247.50	(Precept Budget of £2000)	£ -	£ 12,441.05	£ 12,441.05
S106 FUNDS	£ 14,676.00	£ 4,652.00		£ -	£ 10,024.00	£ 10,024.00
TOTAL RESERVES	£ 89,457.90	£ 18,568.93		£ 700.00	£ 71,008.97	£ 70,308.97

* to include 24/25 underspend and reserve movement following budget meeting 05/11/25

Reserves Balances at 14th November

GREAT BARTON PARISH COUNCIL RESERVES AS OF 14th November 2025						
RESERVE	AS of 05/11/25	SPENT TO DATE	EARMARKED PROJECTS		CURRENT BALANCE	AVAILABLE TO SPEND
SMALL PROJECTS	£ 18,401.55	£ 11,069.31	£700 Memorial grant for Kate Trevitt		£ 7,332.24	£ 6,632.24
LEGAL/CONSULTATION	£ 10,290.41	£ 195.00	None	£ -	£ 10,095.41	£ 10,095.41
YOUTH PROJECT	£ 612.62	£ 316.03	None	£ -	£ 296.59	£ 296.59
GENERAL	£ 12,657.47		None	£ -	£ 12,657.47	£ 12,657.47
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S106 FUNDS	£ 14,676.00	£ 4,652.00		£ -	£ 10,024.00	£ 10,024.00
TOTAL RESERVES	£ 89,457.90	£ 19,101.93		£ 700.00	£ 70,475.97	£ 69,775.97

* to include 24/25 underspend and reserve movement following budget meeting 05/11/25

- c) Council reviewed the Clerks request to undertake training. Cllr Read queried how many hours. Clerk advised its 6 modules but will confirm how many hours. ILCA training approved at £120. Cllrs support the training. Proposed Cllr Baker, Seconded Cllr Read, unanimous decision
- d) Council considered the DRAFT precept demand. Cllrs were keen not to increase the council tax. Cllr James noted less is going into the reserves. Chair Dunn advised we haven't put it up in years but didn't want to now. Cllr Stone advised we managed to get it down to 1.43% which is £0.49 per resident. Cllr Dunn advised that if we make sure, we have enough in reserves to pay the clerk and keep the village bills etc running for 9months then we are in a good position. Cllr Stone advised that we have cut things right back where possible for example with the emergency plan no longer including the phone bill. Cllr Baker queried why no extra money was allocated for the playground revamp. Chair Dunn advised we have about £10,000 and then some other monies. The only big thing we added to was Icepits wood for the survey. Cllr Baker advised this is due June/July 2026.

MOP said its interesting we have not included the receipts for the newsletter. Clerk advised that we have reduced the precept for the newsletter as we have taken into account the receipts and to keep the costs down as its pretty much paying for itself. Cllr James also advised we gain £2000 a year from our savings account interest.

MOP advised that we should keep our income and expenditure for the Newsletter very up front. It would be useful. Clerk advised we do have all receipts showing on the current account receipts but can do a comparison showing the income and expenditure solely for the newsletter for transparency. MOP advised especially as going forward other funds are being withdrawn. Cllr James referred to a council tax reduction scheme that the WSC are running. Cllr Broughton advised this scheme has been running since covid for people on benefits were paying 80% of the council tax but actually it was costing more for the council to get the money so now, they do the reduction scheme instead.

Budget - Proposed Cllr Fisk, Seconded Cllr Read, unanimous decision

Cllr Fisk raised the flooding outside Elms Close. Clerk to contact Cllr Hopfensperger

8.05pm Cllr Broughton left the meeting

- e) Memorial Bench agreed in principle but costs for installation and engraving need to be confirmed. Clerk to get costs for installation. Chair Dunn to get the engraving costs. Defer to next meeting. Village Hall Committee to discuss 17.12.25.
- f) Council adopted the 2025 NALC Financial Regulations as per the recommendation from Audit. Proposed Chair Dunn Seconded Cllr Stone, unanimous decision

10. **Non- Financial Items**

- a) Cllr Read provided an update following a meeting with WSC, noting that they are already updating their Local Plan. There are concerns that if the Parish updates its Neighbourhood Plan now, it could risk more land being allocated for development. Cllr James asked who gave this advice. Cllr Read explained that, following Ian's quote (P4P), she had a lengthy discussion about what is required. The Parish has set aside additional funds for legal costs in this year's precept and intends to review the Neighbourhood Plan in 2026, subject to agreement. Chair Dunn added that by then there should be more clarity regarding the reorganisation of local councils. When asked about Barley Homes, WSC advised they are unable to provide information. Cllr Stone commented that Barley Homes is currently not making money, which may explain the lack of progress on the Triangle development. MOP questioned why the discussion was focusing on the Triangle rather than the Neighbourhood Plan revision. Chair Dunn explained that the two issues are connected. The MOP noted that the Neighbourhood Plan is intended to give the parish some control over development. They raised the revision issue back in September due to details missing from the latest Local Plan. Ian's Stage 1 quote would, in their view, provide important context and seemed like an obvious benchmark. The MOP agreed Cllr Read may be correct, but felt Ian's report would outline the position from a legal perspective, including the NPPF and Local Plan, enabling the Parish to prepare effectively for the £455 cost. The MOP asked whether Ian had said that submitting revisions would lead to further development. Cllr Read confirmed that revising the Neighbourhood Plan in partnership with WSC could expose the parish to additional development pressures. The MOP highlighted the withdrawal of funding and said the key question for Ian is whether the new NPPF and Local Plan provide sufficient safeguards to ensure The Park and Hall Park are not targeted by developers. Cllr Read stated that these areas are protected until 2031. The MOP disagreed, arguing the protection has been superseded because the Neighbourhood Plan did not repeat Local Plan content, meaning it is now omitted entirely. Cllr Read asked the clerk to speak with Ian; he did not believe pursuing this now is a good use of public money. As Ian is retiring in 18 months, any update would ideally be completed before then. The clerk will contact Ian to arrange a meeting, noting concerns that frequent updates following each Local Plan change could result in ongoing costs. Cllr Baker noted that there is no obligation to proceed beyond Stage 1, and that this stage would simply give an overview of the parish's current position. The MOP reiterated that Stage 1 would provide a benchmark, and delaying could compromise continuity once Ian retires. Cllr James questioned whether Neighbourhood Plans might be discontinued entirely due to wider changes and cost-saving measures. He also noted that even with the current Neighbourhood Plan, many key points regarding the Triangle were overlooked. Cllr Read responded that the situation remains uncertain. Cllr James concluded that while he would not support spending £15,000 at this stage, he would support proceeding with Stage 1 at £455. Clerk advised that Ian did say he would be happy to come and discuss and clearly further discussion needs to be had so we can all be on the same page before deciding. Cllr Fisk queried if MOP had spoken to Ian recently. MOP confirmed he has spoken with Ian, and without the risk of repeating himself he cannot see why we wouldn't want to go with the Stage 1 quote before we review it. And its better to be cautious. And have a meeting with Ian to settle concerns.

Cllr Fisk queried if the Severals had started. Chair Dunn confirmed they had because the planning was due to expire so they had to start to get their certificate. Cllr Read queried the buffer zones as at the meeting another council queried how developers could just override them. MOP confirmed the GB buffer zones. Cllr read advised if wasn't us as such but as a whole. Cllr Fisk raised concerns about the planned roundabouts. Chair Dunn advised that's how the offset roundabouts are now, Safety measures.

- b) Clerk advised following the budget meeting the grass cutting with Vertas is the most expensive area we cut. We would have had to put up the precept if we didn't cut back on other items. We cannot break the contract without a fee and would continue to contribute something but also would like the church to contribute. Cllr Stone advised the church costs are £3265.47 and the village hall are £3149.72. Cllr James queried why aren't the church paying for it? Cllr Read sees more of the village use the village hall and especially on a summer evening its full of families, dog walkers etc. But very little use the church yard. Chair Dunn asked for the Clerk to arrange a meeting to discuss possibilities. Cllr Baker queried what we were paying for the insurance prior to taking on the grass cutting. All in agreement we should contribute but ask the church what they would consider contributing. Cllr Stone advised that they cut the bury st Edmund's cemetery once a year. Cllr Read queried why they don't have volunteers to do some cutting / tidying up at the Churchyard.

Clerk also confirmed that Vertas have also finally settled the last payment that we disagreed.

- c) Cllr Read advised for the Theme they have collected some Eiffel Towers, Cardboard Suitcases, Cards of Cities, to all decorate the tree. Clerk confirmed 11th December 10-4 to install the tree.
- d) Local Tax Reduction Scheme covered earlier by Cllr Broughton.

11. **Chairman's Reports – Nothing to add from Cllr Dunn**

Cllr James provided an update on the Gateways. Including extra fees and delays for East Barton Road but this is due to the 60mph and narrow. Total cost would be £5600. Was £1200 before. Cllr Read queried if we could get going with the ones that we haven't got issues. Cllr James confirmed it would still be £4200 rather than £7000.

Cllr Stone queried AMS with the chestnut Tree. Clerk confirmed hasn't had a reply but will chase. Originally advised Nov/Dec. And still awaiting Documents. TGS also quoted but cannot reach them currently.

12. **Correspondence**

- a) BDLW 11 Bollard had been reported damaged. Since been repaired. Cllr Read queried if it was Cllr Fisks son was the MOP who emailed about the footpaths. Thanked Andrew about the footpaths and interesting about Nacton Lane.

- b) Thermal Imaging booked for December – already some interest and 1 volunteer!

Clerk confirmed in our newsletter we have our Councillor Recruitment Page, Maintenance Team Recruitment page etc. But you can have 1 day's training with Suffolk Highways for the Self-Help Scheme.

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

- a) Memorial Bench

Date of next meeting

8th December 2025 - Planning Meeting & Full Council Meeting

There being no further business the meeting finished at 21:05

..... sign and date

..... Print name

Chairman Signed as confirmation that they are a true record.