

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 18th APRIL 2016 COMMENCING AT 7.15 PM**

	<p>Members Present: Councillor Philip Reeve chaired the meeting together with Councillors Peter Fisk, Kate Trevitt, Maggie Dunn, Nicky Crouch, Eddie Gibson, Michele Faiers and Matthew Parker. No members of the public were present.</p>	
1.0	<p><u>To receive County Councillor’s report from Rebecca Hopfensperger</u></p>	
1.1	<p>County Councillor Rebecca Hopfensperger was not present at the meeting but will attend the Annual Parish Meeting .</p>	
2.0	<p><u>To receive Borough Councillor’s report from Sarah Broughton</u></p>	
2.1	<p>Councillor Sarah Broughton reported on the West Way Master Plan and the WSOH, which are both being reviewed by St Edmundsbury Borough Council; the focus group has spent 2 full days looking at the WSOH consultation returns; Devolution update; Gt Barton has the biggest take up of the new brown bin service at 48%.</p>	
3.0	<p><u>To receive police report</u></p>	
3.1	<p>A member of the Safer Neighbourhood Team attended the meeting but advised the Council that they will usually only attend if requested due to an important matter or if our village becomes an anti-social hotspot. A report will be on the Suffolk Constabulary website. The A143 corridor is being targeted for burglaries. Residents were urged to report anyone acting suspiciously. Councillor Philip Reeve advised the PCSO that we are about to undertake a Neighbourhood Plan.</p>	
4.0	<p><u>Chairman’s welcome, reminder about the filming of meetings and to receive apologies for absence</u></p>	
4.0	<p>Councillor Philip Reeve welcomed everyone to the meeting. No apologies for absence had been received.</p>	
5.0	<p><u>To receive Members Declarations of Interest and to consider any written requests for dispensation which have been received prior to the meeting.</u></p>	
5.0	<p>Councillor Eddie Gibson declared a pecuniary interest in financial items 14(ii). No requests for dispensation were received.</p>	
6.0	<p><u>To sign the minutes of the council meeting on 21st March 2016, the minutes of the Iceptits Wood committee meeting on 7th March 2016 and the Neighbourhood Plan meeting on 23rd March 2016 to stand as an accurate record</u></p>	
6.1	<p>The council resolved to sign the minutes of the Council meeting on 21st March 2016 to stand as an accurate record. Proposed Councillor Maggie Dunn and seconded Councillor Kate Trevitt, unanimous decision from those present at the meeting.</p>	
6.2	<p>An amendment was made to the minutes from the Iceptits Wood meeting. Item 3(ii) was changed to read ‘an income of £15 per tonne’ The Council then resolved to sign the minutes from the Iceptits Wood committee meeting on 7th March 2016 as an accurate record of the meeting. Proposed Councillor Philip Reeve, seconded Councillor Peter Fisk, unanimous decision from those at the meeting.</p>	
6.3	<p>The minutes from the Neighbourhood Planning meeting are being amended.</p>	
7.0	<p><u>Items arising from March’s Council meeting :</u></p>	
7.1	<p>I. The Village Hall Management Committee has agreed that a VAS mounting pole can be put on Cox Lane, on the edge of the playing field. Councillor Peter Fisk has a suitable pole that can be used. This will be put up by Councillors Peter Fisk and Philip Reeve.</p>	
7.2	<p>II. Councillors Peter Fisk and Philip Reeve have checked the diseased Beech tree in Iceptits Wood and are happy that it does not need to be cut down. It will be reviewed and photographed on an annual basis to ensure it is sound. If needed branches will be removed from the side overhanging the road. Councillor Nicky Crouch asked if a Woodland Management Plan was in place for Iceptits Wood. The committee are looking into this.</p>	NC
7.3	<p>III. The Village Hall Management Committee is aware of the problem experienced when trying to obtain a code for the defibrillator. Councillor Philip Reeve suggested a dummy run and this will be raised at the Village Hall Management Committee meeting.</p>	NC
8.0	<p><u>Chairman’s Report</u></p>	
8.0	<p>Councillor Philip Reeve requested details of the Council’s response to the Community Governance Review. The clerk will arrange for this.</p>	LH

9.0	<p><u>Update on the planning application for the pump track in Iceptits Wood, access along the bridleway for the contractor and notifying Suffolk County Council.</u></p>																																									
	<p>Councillor Nicky Crouch confirmed that an Archaeological survey is not required but as the wood is in an ecologically sensitive area, an ecological report will be required. 2 quotes had been obtained. The Council agreed in principle to ask S E Solutions to complete the survey subject to them confirming they will include the following: Search on MAGIC for statutory sites of nature conservation value; Search for water bodies within 500m of the site; Application to local biological records centre for non-statutory sites records and protected species records; Ecologist to survey site and map habitats, note any evidence of potential for protected or notable species, or non-native invasive species; Gather baseline Phase 1 data for the site; Assess buildings for suitability and evidence of bats; Preparation of electronic report setting out survey results and recommendations; Preparation of Phase 1 Plan in CAD format. Thanks were given to Councillor Nicky Crouch for the work she has put into this project, as preparation for the planning application for the pump track.</p>	LJH																																								
9.1	<p>A cost will also be obtained for completing a survey of the whole wood and not just the pump track site.</p>	NC																																								
9.2	<p>The Council agreed in principle to pay for this survey from the Iceptits Wood reserve.</p>	LJH																																								
9.3	<p>These items will be ratified at the Council meeting in May.</p>	LJH																																								
9.4	<p>Councillors Peter Fisk and Philip Reeve had reviewed the work carried out in the wood by Gadd Brothers. Council were all happy with the results and agreed the invoice could be paid.</p>																																									
10.0	<p><u>Council to consider the broadband consultation which is seeking to facilitate a Universal Service</u></p>																																									
10.1	<p><u>Obligation of no less than 10Mbps broadband speed to every household</u> Individual responses were encouraged.</p>																																									
11.0	<p><u>Councillors Reports</u></p>																																									
12.0	<p>Councillor Kate Trevitt had attended the opening of the new bowls club.</p>																																									
	<p><u>Clerk's Report</u></p>																																									
	<p>The clerk reported that positive responses had been received from the referees for the new Neighbourhood Planning Clerk; the following items were raised by the playground inspection report but they are already being looked into: self closing gates closing too slowly, mole hills (no new ones present), junior swing seats are being ordered and Councillor Philip Reeve has asked for the parts list for the spinning pole.</p>	LJH																																								
	<p>There is a new edition of Governance and Accountability for Local Councils are Gt Barton are compliant with all aspects.</p>	LJH																																								
	<p>The Clerk showed the new anti-fouling notices.</p>																																									
	<p>The Village Hall Management Committee will be asked to mend the bin next to the double gates at the playground.</p>																																									
13.0	<p><u>PROCEDURAL MATTERS</u></p>																																									
	<p>i. The Council resolved to add Mark Blewitt to the Iceptits Wood committee. Proposed Councillor Kate Trevitt, seconded Councillor Eddie Gibson, unanimous decision.</p>	LJH																																								
14.0	<p><u>Finance:</u></p>																																									
	<p><u>(i) Payment of Accounts and VAT being reclaimed</u></p>																																									
14.1	<p>The Council resolved to pay the following accounts. Proposed Councillor Philip Reeve, seconded Councillor Michele Faiers. Unanimous decision.</p>																																									
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15.1	Total		£ 13,442.52	£ 1,950.38	
	<u>(ii) To receive a Financial Report from the RFO including bank balances</u>				
	The clerk reported the bank balances as at 29/2/16:				
15.2	Current A/C			£41,923.37	
	Bus Reserve			£40,361.73	
	TOTAL			£82,285.10	
	Other Credits received				
	Total		£1.71 interest to business reserve a/c		
15.3	Items Paid/owed from newsletter	Invoices from winter edition sent out – payments still awaited.			
15.4					
15.5	<u>(iii) Reconciling cashbook to bank statements for February 2016 and signing the bank reconciliation which has been prepared by the Clerk and checked by a rota of 3 Councillors.</u>				
15.6	The bank reconciliations for February 2016 had been checked by Councillor Maggie Dunn, completed and signed.				
15.7	<u>(iv) Reserves – consider budgets & review spending against them.</u>				
15.8	RESERVE	BALANCE			
15.9	Small Projects	£12,444 Items withdrawn in last month: Trf to misc items to cover SEBC litter pick £140, title deeds for houses around School Lane/Downing Drive footpath £60, cost of uncontested election £21, mending VAS pole on Fornham Road £22, tree for Conyers Green £65 (earmarked ; £3,000 School Lane Footpath; VAS poles £450; School Rd notice board £660 = £8334)			
16.0	Neighbourhood Plan	£4,191			
16.1	Youth Project	£1,038			
16.2	General	£25,595			
	Allotments	£ 740			
	Asset maintenance	£ 3,811			
	Asset acquisition	£4,356			
	Village Sign	£444 balance earmarked for restoring the old sign.			
16.3	Icepits Wood	£10,245 - Funds trf in from S106 Bertuna Close £14,676 and withdrawal £50 weed killer and £5,700 net figure for tree works by Gadd Brothers (which is being reclaimed from Suffolk County Council).			
17.0	Total reserves	£62,816			
17.1	Amounts rounded up to nearest pound.				
	<u>(v) Consideration of weekly and monthly risk assessments including confirmation of which assessments have been carried out.</u>				
	Weekly assessments of the playground have been carried out and a monthly assessment by St Edmundsbury Borough Council. No new items were brought up.				
	<u>(vi) Consideration of payment to Clerk for work carried out for Neighbourhood Plan</u>				

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<p>17.2</p>	<p>The Council resolved to pay the Clerk 8 additional hours for work carried out for the Neighbourhood Plan. Proposed Councillor Nicky Crouch, seconded Councillor Maggie Dunn, unanimous decision. (vii) Only 1 quote for the land maintenance contract for the village had been received although 3 quotes had been sought. The Council resolved to agree in principle to continue the contract with Vertas, as the full financial figures were not available. Proposed Councillor Nicky Crouch, seconded Councillor Maggie Dunn, unanimous decision. The Council will confirm this decision, with the full financial figures at their meeting in April.</p> <p>Councillor Eddie Gibson had declared a pecuniary interest in the following items and left the room. Councillor Maggie Dunn took over chairing the meeting.</p> <p>(viii) Quotes were reviewed for the repainting of the swings and the Council resolved to accept the quote from a local contractor for £286.42. Proposed Councillor Nicky Crouch, seconded Councillor Kate Trevitt, unanimous decision.</p> <p>(iv) Only 1 quote had been received for installing the one-way signs on Elms Close, although other quotes were sought. The Council resolved to accept this quote for £232.68. Proposed Councillor Nicky Crouch, seconded Councillor Kate Trevitt, unanimous decision.</p> <p>Councillor Eddie Gibson returned to the meeting.</p> <p>The Council will review the cost of repairing and replacing the playground spinner with the worn bearings at the May meeting.</p> <p>Planning – Council to sign the planning committee meeting minutes from 8th February 2016 to stand as an accurate record of the meeting.</p> <p>The Council resolved to sign the planning committee meeting minutes from 14th March 2016 to stand as an accurate record of the meeting. Proposed Councillor Maggie Dunn, seconded Councillor Nicky Crouch, unanimous decision.</p>		<p>LH</p>									
<p>17.3</p>	<p>Gt Barton Parish Council had no objections to the following Tree Protection Order applications:</p> <table border="1" data-bbox="347 972 1442 1397"> <tr> <td data-bbox="347 972 655 1167"> <p>35 Conyers Way</p> </td> <td data-bbox="660 972 884 1167"> <p>DC/16/0408/TPO</p> </td> <td data-bbox="888 972 1442 1167"> <p>(i) Fell 1 Poplar (5 on plan) and 1 Scots Pine (1 on plan), (ii) 1 Ash (3 on plan) Reduce crown by 25% and remove overhanging limb, (iii) Maple (4 on plan) Crown raise to 3 metres, (iv) Reduce height of laurel hedge to 2.5 metres and (v) Reduce Cypress tree to height of hedge</p> </td> </tr> <tr> <td data-bbox="347 1173 655 1263"> <p>38 Conyers Way</p> </td> <td data-bbox="660 1173 884 1263"> <p>DC/16/0320/TPO</p> </td> <td data-bbox="888 1173 1442 1263"> <p>Oak (T2 on plan, T2 on Order) - Reduce height by up to 20% with thinning by up to 40% and cut back lower limbs to previous pruning point</p> </td> </tr> <tr> <td data-bbox="347 1270 655 1397"> <p>Roundstone House, Livermere Road</p> </td> <td data-bbox="660 1270 884 1397"> <p>DC/16/0335/TPO</p> </td> <td data-bbox="888 1270 1442 1397"> <p>(1) Yew tree – reduce in height by approx 2 metres and prune into a ball (2) Group of Holly trees – fell to ground level and grind out stumps/.</p> </td> </tr> </table>		<p>35 Conyers Way</p>	<p>DC/16/0408/TPO</p>	<p>(i) Fell 1 Poplar (5 on plan) and 1 Scots Pine (1 on plan), (ii) 1 Ash (3 on plan) Reduce crown by 25% and remove overhanging limb, (iii) Maple (4 on plan) Crown raise to 3 metres, (iv) Reduce height of laurel hedge to 2.5 metres and (v) Reduce Cypress tree to height of hedge</p>	<p>38 Conyers Way</p>	<p>DC/16/0320/TPO</p>	<p>Oak (T2 on plan, T2 on Order) - Reduce height by up to 20% with thinning by up to 40% and cut back lower limbs to previous pruning point</p>	<p>Roundstone House, Livermere Road</p>	<p>DC/16/0335/TPO</p>	<p>(1) Yew tree – reduce in height by approx 2 metres and prune into a ball (2) Group of Holly trees – fell to ground level and grind out stumps/.</p>	
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<p>17.4</p>	<p>Gt Barton Parish Council objected to the following planning application:</p> <table border="1" data-bbox="347 1433 1442 1529"> <tr> <td data-bbox="347 1433 655 1529"> <p>38 Conyers Way</p> </td> <td data-bbox="660 1433 884 1529"> <p>DC/16/0463/HH</p> </td> <td data-bbox="888 1433 1442 1529"> <p>Two storey side extension (demolition of existing single storey extension) - Resubmission of DC/15/2499/HH</p> </td> </tr> </table> <p>They reiterated their objections from the previous application:</p> <p>The proposed extension does not accord with the adopted policy DM24 – regarding the extension to the existing dwelling and does not respect the scale and design of existing dwellings, being overdeveloped on the Northern side of the site. The proposed extension does not accord with the adopted policy DM24 in relation to overlooking, as the Juliet balcony with double glazed side windows are thought to be too intrusive and will adversely affect the residential amenity (garden) of occupants of nearby property.</p> <p>They also added that the changes to the roofline were not distinctive enough, the erosion of an important gap between 38 and 40 Conyers Way, particularly at 1st floor level, is to the detriment of the character of the area and contrary to policy DM24.</p> <p>There were no objections to the following application but it was noted that the application is not in keeping with the houses in the surrounding areas:</p> <table border="1" data-bbox="347 1919 1442 2029"> <tr> <td data-bbox="347 1919 655 2029"> <p>7 Diomed Drive</p> </td> <td data-bbox="660 1919 884 2029"> <p>DC/16/0442/HH</p> </td> <td data-bbox="888 1919 1442 2029"> <p>Extensions to existing dwelling consisting of (i) 2 storey side extension (ii) single storey side extension incorporating garage (iii) rear and</p> </td> </tr> </table>		<p>38 Conyers Way</p>	<p>DC/16/0463/HH</p>	<p>Two storey side extension (demolition of existing single storey extension) - Resubmission of DC/15/2499/HH</p>	<p>7 Diomed Drive</p>	<p>DC/16/0442/HH</p>	<p>Extensions to existing dwelling consisting of (i) 2 storey side extension (ii) single storey side extension incorporating garage (iii) rear and</p>				
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			front extensions (iv) external alterations	
17.5	<p>The Comments for the Strategic Housing Land Availability Assessment (SHLAA) from 2015 will be re-iterated for 2016, as no further sites have been raised in Gt Barton. The Council did not wish to make any further comments on the following appeal which has been sent to the Secretary of State:</p>			
	Land adj. To 2 Oaks, East Barton Road	DC/15/0885/FUL	1 no. 2 storey dwelling	
17.6	<p>The following application had been approved by St Edmundsbury Borough Council:</p>			
17.7	Pathways pre-school	DC/16/0038/FUL	Proposed single storey side extension to provide before and after school care for Years 5 and 6	
	<p><u>Correspondence</u></p>			
	<p>A correspondence list had been circulated.</p>			
	<p><u>Urgent Business</u></p>			
17.8	<p>The Icepits Wood committee will review a Beech tree in Icepits Wood that is diseased. There was a discussion on selling the wood which has been left over following the recent tree works. This will be added to the agenda for April.</p>			
17.9	<p>The Freedom church tried to use the defibrillator following a person collapsing. The system failed when the operator did not have the code for the machine. Councillor Peter Fisk will raise with the Village Hall Management Committee.</p>			
17.10	<p>Councillor Nicky Crouch asked the Council to consider a second defibrillator on the other side of the village. This item will be raised in May.</p>			
18.0	<p><u>Closing Public Session</u> No further items were raised.</p>			
18.1	<p><u>Date of next meeting</u> The next meeting will be on Monday 18th April 2016 at 7.00pm in the village hall followed by the Annual Parish Meeting at 8.00pm.</p>			
18.2	<p>There being no further business the meeting finished at 10.35 pm.</p>			
18.3	<p>.....Sign & Date</p>			
18.4	<p>.....Print name.</p>			
18.5	<p>CHAIRMAN</p>			
	<p>Minutes signed as confirmation that they are a true record.</p>			
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