

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

	<p>Members Present: Councillor Philip Reeve chaired the meeting together with Councillors Peter Fisk, Kate Trevitt, Maggie Dunn, Eddie Gibson and Michele Faiers. 8 members of the public were present.</p>	
1.0	Open public session (10 minutes)	
1.1	An update was given on the download speed that different areas in Gt Barton are receiving. Areas at Barton Hamlet, The Park and Shinham Bridge have a speed of less than 5 mbph. Councillor Rebecca Hopfensperger is arranging a meeting with Peter Ingram, the broadband officer at Suffolk County Council, along with Troston and Lackford Parish Councils.	RH
1.2	A young gentleman who is studying politics at school introduced himself and offered his help with any projects. Councillors Sarah Broughton and Rebecca Hopfensperger offered him details of work experience programmes and the youth parliament initiative.	
2.0	Update on the West Suffolk Operational Hub consultation	
2.1	Councillor Philip Reeve gave a brief update and reminded members of the public about the open meeting being run by West Suffolk on 29 th January. Independent Consultants are reviewing the responses to the consultation, which will be shared by the focus group after the closing date. The issue of Councillor Philip Reeve having a 'duplicitous role' in his involvement with the Parish Council to oppose the West Suffolk Operational Hub, while working for British Sugar, had been raised. To aid transparency, in future meetings the Parish Council will therefore be represented by Councillor Maggie Dunn.	
2.2	Mr Adrian Graves, who is working with the Parish Council, has established a dialogue with the land owner at the Hollow Road Farm site. He confirmed that the waste hub will handle both blue and black bin waste along with trade waste, including food and restaurant waste. The Parish Council were promised that the financial case would be made available when this consultation started – there is still no financial model available. They are disappointed with the lack of detail in the traffic analysis. The scale and complexity of the site means that extra traffic movements will total at least 1000 per day, which is not viable on the current local road structure. The primary tourist route for St Genevieve Lakes involves routing traffic from junction 43 and using the same route as for the hub. It was felt that any traffic figures didn't include the additional housing in Mildenhall and the extra charge for the brown bin, resulting in additional journeys to the household waste facility. When evaluating the sites, the Parish Council felt that some were inadequate, the majority were chosen before the joint hub with 3 functions was decided on and many after opposition was received.	
2.3	The strength is definitely the joined up thinking of the liaison group, set up with representatives from all the villages surrounding the proposed Hollow Road site. It is hoped that this established dialogue will continue into the future.	
2.4	Leaflets will be distributed to advertise the local drop-in events in Gt Barton, Rougham and Fornham.	
3.0	To receive County Councillor's report from Rebecca Hopfensperger	
3.1	Borough Councillor Rebecca Hopfensperger reported that the blocked storm drains on The Park have been cleaned and added to Suffolk County council's cleansing schedule. The drains in Elms Close will be jetted and investigated.	LJH
3.2	Mike Motterham from Suffolk County Council will arrange to review the permanent VAS by the Bunbury crossroads.	
3.3	Councillor Hopfensperger gave details of Suffolk County Council's budget proposals and savings; raising the precept for 2% for social care funding year on year, to cope with additional pressures on the social care budget; the fire and rescue consultation, which will mean removing 1 on-call fire engine and the consultation on the Mount Road raised speed areas and toucan crossing. Suffolk County Council is looking into the drain which has collapsed on the A143, by the entrance to Elms Close.	LJH
3.4	There was an update from Councillor Philip Reeve on the feasibility study for the proposed second pedestrian crossing on the A143 and the cost of £5,000. He is still in negotiations with Suffolk County Council.	RH
3.5	Councillor Hopfensperger will ask Suffolk County Council to review the quality of work when	

	patching East Barton Road.	
<u>4.0</u>	<u>To receive Borough Councillor's report from Sarah Broughton</u> Councillor Sarah Broughton had nothing further to report.	
<u>5.0</u>	<u>To receive police report</u> There had been 3 crimes since the last meeting, forced entry to 2 stables and scrap copper stolen, a disturbed burglary on Green Lane and nothing was stolen and a burglary at Conyers Way.	
<u>6.0</u>	<u>Chairman's welcome, reminder about the filming of meetings and to receive apologies for absence</u> Councillor Philip Reeve welcomed everyone to the meeting.	
<u>7.0</u>	<u>To receive Members Declarations of Interest and to consider any written requests for dispensation which have been received prior to the meeting.</u> A non-pecuniary declaration of interest had been received from Councillor Eddie Gibson for item 15. No requests for dispensation were received.	
<u>8.0</u>	<u>To sign the minutes of the council meeting on 14th December 2015 and the minutes of the Iceptis Wood committee meeting on 10th November to stand as an accurate record</u>	
<u>8.1</u>	The council resolved to sign the minutes of the council meeting on 14 th December 2015 to stand as an accurate record. Proposed Councillor Michele Faiers and seconded Councillor Kate Trevitt, unanimous decision.	
<u>8.2</u>	The Council resolved to sign the minutes of the Iceptis Wood committee to stand as an accurate record. Proposed Councillor Philip Reeve, seconded councillor Peter Fisk. Unanimous decision from those present at the meeting.	
<u>9.0</u>	<u>Items arising from December's Council meeting :</u> An update on broadband speeds in the village had already been covered.	
<u>10.0</u>	<u>Chairman's report</u> Councillor Philip Reeve had nothing further to report.	
<u>11.0</u>	<u>Neighbourhood Plan update:</u>	
<u>11.1</u>	(i) Registering the plan with St Edmundsbury Borough Council – Councillor Philip Reeve has finished the application and will forward it to St Edmundsbury Borough Council. Once approved it will be circulated. Councillor Philip Reeve and a volunteer will start to structure the plan and a meeting involving the volunteers will be arranged. St Edmundsbury Borough Council's new Core Strategy will soon be due. How the Neighbourhood Plan will stand if strategies and policies change will be reviewed by Councillor Nicky Crouch.	NC
<u>11.2</u>	(ii) The terms of reference for the committee had been agreed.	
<u>11.3</u>	(iii) The Council resolved to employ a Neighbourhood Planning Clerk on a salary of between SCP 15 (£8.61) and SCP 21 (£10.26) on a fixed term contract for 18 months. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision. The interviewing Councillors will make recommendations to full Council in February for the position.	
<u>12.0</u>	<u>Update on village projects</u>	
<u>12.1</u>	I. School Lane/Downing Drive link footpath – a list of the chronological details of the project so far is being compiled to send to St Edmundsbury Borough Council, to try and sort out the complicated legalities concerning this piece of land.	
<u>12.2</u>	II. Suffolk County Council agreed that the VAS can be used on a private road, with the landowners permission. The Clerk will look into a suitable site on Cox Lane and contact Havebury Housing.	LJH
<u>12.3</u>	III. Details of the feasibility and cost of land exchanges between the Gt Barton Thanksgiving Fund and the Scout Group are with St Edmundsbury Borough Council's legal department for clarification on the 2 covenants on the land. It was confirmed that the Scouts are not taking a mortgage on the new property and funding will come from fund raising and grants.	
<u>12.4</u>	IV. Havebury Housing's solicitors were unable to achieve the desired outcome, of leaving the Church Institute carpark for the village to use in perpetuity, unless they dispose of it directly to the Parish Council. They are unable to arrange for it to be disposed of to the Holy Innocents Church. Councillor Philip Reeve will clarify the position of the 4 parking spaces for the Forge cottages, mentioned in a recent planning application and will seek a draft agreement from Havebury.	PR
<u>12.5</u>	V. Councillor Michele Faiers will arrange to deposit the old village sign for restoration by Suffolk College's construction department. The council will discuss what to do with the sign once it is restored at their meeting in February.	MF LJH

<u>13.0</u>	<u>Councillors Reports</u> Councillor Maggie Dunn gave details of a new initiative for Parish Council's which involves paying for a shared dedicated PCSO in their village. This will be raised at the Annual Parish Meeting.	PR
<u>14.0</u>	<u>Council to consider the format for the Annual Parish Meeting</u>	
<u>14.1</u>	It was agreed to invite Adrian Graves to discuss the West Suffolk Operation Hub and to include the Neighbourhood Plan and Icepits Wood on the agenda. Further discussions will continue at February's meeting.	LJH
<u>15.0</u>	<u>West Suffolk Operational Hub – Council to consider the consultation</u> This item has already been discussed and will be reviewed again at February's meeting.	LJH
<u>16.0</u>	<u>Council to consider the response to the Community Governance Review.</u> The Council discussed the following proposals from the CGR:	
<u>16.1</u>	(i) Vision 2031 Strategic Site 'Moreton Hall' - the external boundary between Bury St Edmunds, Gt Barton and Rushbrooke with Rougham Parishes be amended. This was supported by the Council who felt that it reflected the identities and interests of local residents and offered them more effective and convenient local government.	
<u>16.2</u>	(ii) Vision 2031 Strategic Site 'North-East Bury St Edmunds' – retaining the growth site in Gt Barton Parish within a newly created parish ward. A final recommendation for the warding arrangements of this Parish (i.e. ward names and number of Councillors) will be prepared to reflect 5 year electorate forecasts. This option was supported by Gt Barton Parish Council who felt that being an integrated part of their Parish would allow the new community to develop with strong and focused democratic representation and reflect shared interests and needs with the rest of the Parish (which already has several distinct but strongly connected communities i.e. Cattishall and East Barton). They felt that this option would provide the new residents with the chance to develop their own community identity and local services while development is taking place and then decide their own future at a later CGR after building is complete. Cattishall electors felt strongly that their homes were part of Gt Barton Parish. It reflects, in community terms, the barrier created by the railway.	
<u>17.0</u>	<u>Clerk's Report</u>	
<u>17.1</u>	Photos of the old village sign have been sent to Suffolk College who have offered to refurbish it.	
<u>17.2</u>	Register of members interest forms have been received from non-councillor members of the Icepits Wood committee.	
<u>17.3</u>	Information was provided to all Councillors from the Clerk's information day, there were no questions.	
<u>17.4</u>	The minutes from the Village Hall AGM have been received and copied to Councillors.	
<u>17.5</u>	Conyers Green has sustained some damage to the edges of the green and to a resident's fence during building work.	
<u>17.6</u>	The Clerk will look at quotes for getting the one-way signs installed on Elms Close island.	LJH
<u>17.7</u>	A copy of the playground sign has been sent to Councillors for approval.	
<u>17.8</u>	The VAS post on Fornham Road has been mended and needs erecting.	PR
<u>17.9</u>	The VAS battery life is being raised with Radarlux following information received from the VAS at Kentford which registered 42,000 cars before the battery expired.	LJH
<u>17.10</u>	The priority 1 work will be carried out in Icepits Wood in February.	
<u>17.11</u>	The final items are being confirmed for the jointly funded notice board on School Road, between the Parish Council and the primary school.	
<u>17.12</u>	A quote should be received in the next few weeks to widen the footpath outside the school.	LJH
<u>17.13</u>	Councillor Rebecca Hopfensperger has offered £2,000 towards the pedestrian crossing point on Mill Road. Suffolk County Council's school team is being approached for funding.	LJH
<u>17.14</u>	Suffolk County Council has agreed that a buffer zone of 40mph can be installed on Mill Road by the property called 'Vazon'. Suffolk County Council would do the legal work as a traffic regulation order is needed, which includes a 6 month consultation, but Gt Barton Parish Council would have to pay the rest of the costs at £1,600. It was felt that this was a large cost for a small stretch of road. Suffolk County Council will be asked if they are prepared to extend the buffer zone to include the last house in the village.	LJH
<u>18.0</u>	<u>PROCEDURAL MATTERS</u> I. Council to appoint 3 Councillors who are not the Chairman or bank signatories to check	

	<p>the monthly bank reconciliations – Councillor Kate Trevitt proposed Councillors Maggie Dunn, Michele Faiers and Matthew Parker. This was seconded by Councillor Eddie Gibson, unanimous decision.</p>																																					
	<p>II. Council to confirm Maggie Dunn’s attendance at the the ‘Exploring fundraising’ course at SALC – this was proposed by Councillor Kate Trevitt, seconded by councillor Eddie Gibson, unanimous decision.</p>	LJH																																				
19.0	<p>Finance:</p>																																					
19.1	<p>(i) Payment of Accounts and VAT being reclaimed</p>																																					
	<p>The Council resolved to pay the following accounts. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn. Unanimous decision.</p>																																					
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19.2	<p>(ii) To receive a Financial Report from the RFO including bank balances</p>																																					
	<p>The clerk reported the bank balances as at 31/12/15:</p>																																					
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	<p>A quote will be requested from Playdale to replace the worn bearing on the spinning pole. The receipt had been received for the insurance for the Community Woodland Group, who had asked for a grant to cover this item. This will be presented at the Annual Parish meeting in April. The old village sign has been included on the asset register with a nil value. Councillors Philip Reeve and Peter Fisk are writing the specification for the grass cutting contract. All Councillors had been sent a list of receipts and payments for the financial year to date along with details of all payments against precept allocated and an explanation of variances. All Councillors were happy with the information, there were no questions.</p>	LJH LJH																																				
19.3	<p>(iii) Reconciling cashbook to bank statements for November and December 2015 and signing the bank reconciliation which has been prepared by the Clerk and checked by a rota of 3 Councillors.</p>																																					
	<p>The bank reconciliations for November and December 2015 had been checked by Councillor Michele Faiers. The bank reconciliations were completed and signed.</p>																																					
19.4	<p>(iv) Reserves – consider budgets & review spending against them.</p>																																					
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	Emergency Plan	£ 300.00	£ 225.00	151.17
	Vision 2031	£ -	£ -	0
	Youth	£ -	£ -	0
	Village Hall	£ -	£ -	0
	Small Projects	£ -	£ -	493.97
	Elms Close	£ -	£ -	0
	VOTY	£ -	£ -	0
	Asset Aquisition	£ 4,050.00	£ 3,037.50	259.20
	Asset Maintenance	£ 1,000.00	£ 750.00	0
	Village sign		£ -	2287.92
	Allotments	£ -	£ -	467.36
	Icepits Wood	£ 1,375.00	£ 1,031.25	116.72
	Newsletter	£ 2,650.00	£ 1,987.50	1758.91
	(Misc)	£ 50.00	£ 37.50	50.00
	Grass Cutting - Village Hall	£ 2,150.00	£ 1,612.50	2370.9
	Grass Cutting - Church	£ 2,800.00	£ 2,100.00	2772.28
	Misc	£ -	£ -	243.19
	Grant	£ 1,600.00	£ 1,200.00	0
	The following explanations of variances <>15% were given:			
	S137	Items paid in full in May 2015		
	Clerk's NI and tax, Employers NI	Extra hours worked earlier in the year		
	Mileage	Budget set in January 2016		
	Bin emptying	Now paid to year end		
	Hall Hire	Extra meetings for WSOH		
	Office expenses and training	Under spend		
	Audit and Insurance	Full amount paid annually		
	Chairs Expenses	None claimed		
	Emergency Plan	Under spend		
	Grass cutting	Paid annually		
	Miscellaneous items	Budget to be allocated from small projects reserve		
	Grants	Paid in full annually		
	Council to consider:			
19.9	(ix) The cost of repairing the VAS mounting pole on Fornham Road			
	The Council resolved to repair the VAS mounting pole on Fornham Road. Proposed Councillor Eddie Gibson, seconded Councillor Michele Faiers, unanimous decision.			
19.10	(x) The invoice from the pest controller for dealing with the moles at the playground			
	The Council resolved to pay the cost of the pest controller dealing with the moles at the playground. Proposed Councillor Eddie Gibson, seconded Councillor Michele Faiers, unanimous decision.			
19.11	(xi) The cost of replacing the Cherry Tree on Conyers Green			
	This item was carried forward to February's agenda.			
19.12	(xii) Funds for the Queen's 90th Birthday Party			
	This item was carried forward to February's agenda.			
20.0	Planning – Council to sign the planning committee meeting minutes from 11th January 2016 to stand as an accurate record of the meeting. Council to consider the completed planning applications from St Edmundsbury Borough Council for December 2015/January 2016.			
	Gt Barton Parish Council had no objections to the following applications:			
20.1	Cattishall House	DC/15/2453/HH	Construction of double garage with games room in the roof space – Resubmission of SE/13/0862/HH	
20.1 20.3	Cotswold, Livermere Road	DC/15/2508/HH	(i) Proposed single storey rear extension (ii) Internal alterations	

	The Hollies, The Park	DC/15/2561/HH	Single storey side extension	
	They confirmed that the only changes to the re-submission for Cattishall House, related to the no dig construction on the driveway and the change to the foundation to avoid damage to the tree roots.			
20.4	Gt Barton Parish Council objected to the following application and made observations:			
	38 Conyers Way	DC/15/2499/HH	Two storey side extension (demolition of single storey extension)	
	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 properties. The Council proposed to accept these minutes as an accurate record of the meeting. Proposed Councillor Michele Faiers, seconded Councillor Maggie Dunn, unanimous decision.			
20.5	The following planning applications have been approved by St Edmundsbury Borough Council:			
	38 Conyers Way	DC/15/2303/TPO	TPO 194(1972)1 - Tree Preservation Order- Oak (T2 on plan) - Reduce height by up to 20% with thinning by up to 40%	
	Land West of Beech House, The Street	DC/15/2281/VAR	Proposed 1.5 storey dwelling - without compliance with Condition 2 of SE/12/1558/FUL to allow variation of approved design as detailed on revised plan drawing no. 15-34-02 - (i) Single storey element repositioned (ii) Additional first floor accommodation	
	Beech Cottage, The Park	DC/15/2391/TPO	Tree Preservation Order Application - 1no Beech tree (T1 on plan,T1 on Order) - Reduce lateral limbs up to 4 metres to appropriate pruning points to north, east and south.	
	The following planning application was refused by St Edmundsbury Borough Council’s delegation panel:			
21.0	Storage Land, Mill Road, Great Barton	DC/15/2252/FUL	Planning Application - Construction of Two storey dwelling and outbuilding	
21.0	Correspondence			
22.0	No correspondence had been received.			
22.0	Urgent Business			
22.1	The Council discussed their response to the consultation which suggests a series of proposals to shape Suffolk’s Fire and Rescue service. The councillors expressed their disappointment with the suggested proposal for removing 1 on-call fire engine leaving only 1 full time fire engine and 1 on-call crewed fire engine, but as trends over the last 5 years continue and new development had been included, it was felt that savings could be made without risk to members of the public.			
22.2	The drain by the pedestrian crossing on School Road is full of mud – Clerk will advise Suffolk County Council.			
23.0	Closing Public Session			
23.1	Grants for Neighbourhood Plans were discussed.			
23.2	Providing refreshments at the Council meeting was raised. The Councillors did not feel this was appropriate.			
24.0	Date of next meeting			
	The next meeting will be on Monday 15 th February 2016 at 7.15pm in the village hall. There being no further business the meeting finished at 10.20 pm.			
Sign & Date			
Print name.			
	CHAIRMAN			
	Minutes signed as confirmation that they are a true record.			

LJH

