

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 24th APRIL 2017 COMMENCING AT 7.15 PM**

Item.	<p>Members Present : Councillor Philip Reeve chaired the meeting together with Councillors Peter Fisk, Maggie Dunn, Nicky Crouch, Matthew Parker, Eddie Gibson, Diana Boys and Kate Trevitt. 2 members of the public were present.</p>	
1.0	<p><u>To receive County Councillor's report from Rebecca Hopfensperger</u> Councillor Rebecca Hopfensperger reported that Suffolk County Council is now in an election period.</p>	
2.0	<p><u>To receive Borough Councillor's Report from Sarah Broughton</u> Councillor Sarah Broughton reported that St Edmundsbury Borough Council is also in Purdah so no grants will be made until June 2017.</p>	
3.0	<p><u>Chairman's welcome, reminder about the filming of meetings and to receive apologies for absence</u></p>	
3.1	<p>Councillor Philip Reeve welcomed everyone to the meeting. There were no apologies.</p>	
4.0	<p><u>(i) To receive members Declarations of Interest – Members are reminded of their responsibility to declare any pecuniary or non-pecuniary interests which they have in any item of business on the agenda no later than when that item is reached &, when appropriate, to leave the meeting prior to discussion and voting on the item. (ii) Council to consider any new written requests for dispensation and/or requests which have been received prior to the meeting</u> There were no declarations of interest and no requests for dispensation.</p>	
5.0	<p><u>To sign the minutes of the Council meeting on 20th March 2017 to stand as an accurate record.</u> The Council resolved to accept the minutes of the Council meeting on 20th March 2017 as an accurate record. Proposed Councillor Kate Trevitt seconded Councillor Peter Fisk, unanimous decision from those present at the meeting.</p>	
6.0	<p><u>Chairman's Report</u> Councillor Philip Reeve raised the topic of employing a professional to appraise the traffic assessment of the West Suffolk Operational Hub planning application. Councillors unanimously agreed in principle to support this. Councillor Nicola Crouch suggested 2 companies, which she does not have a financial interest in. A guide price of up to £1,200 had been supplied. Councillor Crouch will contact the companies to see if either can carry out the assessment in the short time scale before the application closes. This will be ratified at the May Council meeting. The Chairman of Fornham St Martin Parish Council agreed in principle to make a contribution to the cost of the assessment. Fornham All Saints will be asked if they wish to contribute.</p>	LJH LJH
7.0	<p><u>(i) Approve by resolution Section 1 of the Annual Return, the Annual Governance Statement followed by Section 2, the Accounting Statement. (ii) Clerk to confirm the dates for the Exercise of Public Rights of 30 working days for residents to view the accounts from 21st June. (iii) Consider the explanation of the significant variances in income and expenditure of < >10% and > £100. Both criteria must apply for the variance to be significant. (iv) Resolve to move any unspent provisions in the budget from 2016-17 to an earmarked reserve (Financial Standing Order 3.5) (v) Annual list of Council's receipts and payments and comparison against budget.</u></p>	
7.1	<p>All Councillors had been provided with Sections 1 and 2 of the Annual Return, an explanation of the significant variances in income and expenditure of <>10% and >£100 and an annual list of the council's receipts and payments and comparison against the annual budget, to review. There were no questions. The Council resolved to approve Section 1 of the Annual Return the Annual Governance Statement followed by Section 2, the Accounting Statement. Proposed Councillor Maggie Dunn, seconded Councillor Kate Trevitt, unanimous decision. Items with a significant variance included: Subscriptions, Office expenses (a decrease in stationery costs), Training (not required), audit (no invoice from internal auditor), newsletter (reduction in print costs), grass cutting (2 years invoices paid in 1 financial year) and grants (extra paid from reserves).</p>	

7.2

Annual Return significant variances:

ANNUAL RETURN VARIANCES > 10%	2015/16	2016/17	Reason
Box 3 total other receipts	£23,143	£10,084	In 2015/16 - £14,676 received from S106 payment following 10 new homes being built.
Box 4 Staff Costs	£12,065	£14,277	A Neighbourhood Plan Clerk was employed costing £2,029
Box 6 All other payments	£29,996	£18,591	Items paid in 2015/16 but not in 16/17. Tree work in Iceptis Wood £6840 Grass cutting for 2 financial yrs 2014-15 & 2015/16 paid in 2015/16 = £4,500 extra. Total £11,340

7.3

The Clerk confirmed the dates for the Exercise of Public Rights of 30 working days for residents to view the accounts from 21st June for 30 days.
The Council resolved to move the unspent provision from financial year 2016-17 of £10,580.82 to small projects reserve. Proposed Councillor Maggie Dunn, seconded Councillor Kate Trevitt, unanimous decision.

LH

8.0

Following further quotes obtained by Councillors Matthew Parker and Philip Reeve, Council to consider the pedestrian crossing point on Mill Road

8.1

Councillor's Philip Reeve and Councillor Matthew Parker have been unable to obtain any further quotes.
The Clerk will set up a meeting with Suffolk County Council and Kier to review the quote for the pedestrian crossing point.

LH

9.0

Updates on village projects/matters:

9.1

I. **Update on the Neighbourhood Plan including employment of consultants & noting action points from the meeting on 9th March 2017** – The tender documents for the employment of consultants will be sent out this week. The Action Points from the meeting on 9th March will be recirculated and confirmed at May's meeting.

9.2

II. **Purchase of the School Road carpark from Havebury Housing – Council to agree in principle the arrangements** – Discussions continue between Havebury Housing, The Holy Innocents Church and the Developer. The lease documents will be reviewed by the Parish Council to confirm the carpark stays in village use, in perpetuity.

9.3

III. **Update on trees from Iceptis Wood which have fallen into a residents garden following storm Doris** – The Parish Council's insurance company have been provided with all the details.

10.0

Councillors Reports - There were no reports.

11.0

Clerk's Report – The Clerk had nothing further to report.

12.0

Finance

12.1

a) **Payment of Accounts** – The Council resolved to pay the following accounts. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision.

Details	Chq no	TOTAL INVOICE	VAT
		£	
Suffolk County Council	D/D	50.00	
HMRC	D/D	£130.30	
NEST - pension	D/D	£31.55	
		£	
BT Village Hall telephone line	D/D	56.97	£ 9.49
		£	
SEBC - bin emptying	D/D	218.40	

	Suffolk Preservation Society	1925	£ 30.00	
	TBS	1926	£ 67.20	£ 11.20
	Gt Barton Scout Group	1927	£ 642.00	
	Gt Barton Community Woodland Group	1928	£ 187.00	
	Gt Barton Thanksgiving Fund-hall hire	1929	£ 15.00	
	L J Harley - clerk's salary & expenses	1930	£ 1,018.59	£ 13.83
	S Deare - NP Clerk salary	1931	£ 216.00	
	Elm Tree Services	1932	£ 250.00	
	Total		£ 2,913.01	£ 34.52
12.2	b) To receive a financial report from the Responsible Financial Officer including details of reserve budgets and spending against them			
	The clerk reported the bank balances at 31 st March 2017 as:			
	Current A/C			£40,320.12
	Bus Reserve			£40,378.95
	TOTAL			£80,699.07
	Other Credits received	None		
	Business reserve account interest	£0.34p		
	RESERVES	BALANCE		
	Small Projects	£20,409 - (Items paid this month: Week killer and banner for litter pick and APM £75.87. Underspend from 2016-17 £10,580.82 added to reserve) earmarked : £3,000 School Lane footpath, Mill Rd crossing from PC £2,750 & from Freedom Church £1,750 = £2,654) Total balance £12,759.29		
	Neighbourhood Plan	£6,809– Items paid this month : S Deare NP Clerk salary £216, Hall hire £10. £3,000 added frm precept) (earmarked : S Deare salary £1,500 and LJ Harley extra hours £95 = £1,595) Total balance £5,214.96		
	Youth Project	£1,038		
	General	£25,595 (£3200 reserved for VAS)		
	Allotments	£ 214 (Paid this month: £50 rent to SCC, £56 TBS)		
	Asset maintenance	£ 4,425		
	Asset acquisition	£7,556 (£1,600 from precept)		
	Village Sign	£444 balance earmarked for restoring the old sign.		

	Icepits Wood	£17,552 (£1,100 from precept) (earmarked : £15,000 pump track) Balance = £2,552	
	Total reserves	£81,042	
	Amounts to nearest '£'		
	One of the vibrating mole repellents has jammed on and is being repaired. There were no new mole hills in the playground. The Den Youth Club is currently without a leader. The Council agreed that their grant of £669 which has been agreed, could be held until October 2017, when they should know if The Youth Club can continue.		
<u>12.3</u>	c)	The Bank reconciliation for March 2017 had been checked by Councillor Maggie Dunn.	LJH
<u>12.4</u>	(d)	Risk assessments including confirmation of which assessments have been carried out - The clerk raised the condition of the basketball surface. There is a gap between the wet pour surface and the wooden edging. Councillor Philip Reeve will review.	PR
<u>12.5</u>	e)	There was no payment to Clerk for extra work carried out for the Neighbourhood Plan	
<u>12.6</u>	f)	The variation in the design of the Westcotec SIDs were discussed. The SID with number plate recognition costs £25,000. Councillor Philip Reeve is waiting for the cost of the SID which registers the size of the vehicles as well as their speed. The Clerk will confirm if motorcycles are registered.	PR LJH
<u>12.7</u>	g)	The Council resolved to join The Suffolk Preservation Society. Proposed Councillor Nicola Crouch, seconded Councillor Maggie Dunn, unanimous decision. Councillor Philip Reeve can now attend an archaeological course free of charge, as a member.	
<u>12.8</u>	h)	The Council resolved to allocate £70 from Small Projects Reserve towards the cost of the refreshments for the litter pick and Annual Parish Meeting. Proposed Councillor Kate Trevitt, seconded Councillor Nicky Crouch, unanimous decision.	
<u>12.9</u>	i)	Consider cost of prizes for Freedom Church Fete and confirm who is attending on 1 st May/material being displayed – Councillors Nicky Crouch and Diana Boys will attend the fete for a few hours.	
<u>12.10</u>	j)	The Clerk will look into a 'No Vehicles' sign for Park Lane.	LJH
<u>13.0</u>	<u>Planning - Council to sign the minutes of the planning committee meeting on Monday 3rd April to stand as a true record and to consider the completed applications from St Edmundsbury Borough Council.</u>		
	The Council resolved to sign the minutes of the planning meeting on Monday 3 rd April 2017 to stand as a true record of the meeting. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.		
	The Parish Council supported the following applications :		
<u>13.1</u>	Fairoaks, Livermere Road	DC/17/0508/HH	Single storey rear extension
<u>13.2</u>	Greenwood, Livermere Road	DC/17/0509/FUL	(i) 1 dwelling (ii) detached double garage and associated vehicular access
<u>13.3</u>	By Ways, Livermere Road	DC/17/0552/HH	(i) Single storey rear extension (ii) conversion of carport/garage to habitable room (iii) raising the roof to form first floor habitable rooms including 4 dormer windows
	The Parish Council objected to the following application :		
<u>13.4</u>	17 Downing Drive	DC/17/0421/HH	(i) Single storey front extension (ii) Single storey side and rear extension including conversion of garage into habitable space and (iii) first floor side extension
	The Parish Council have already commented on the application below but will strongly re-iterate that there should be continuity between the stopping up of the crossing, the bridge being erected over it and the opening of the underpass.		
<u>13.5</u>	The Bury Town Centre Masterplan	It is a project to shape the future of the town centre so that it works for people. It is not just about ensuring that it continues to attract shoppers and visitors for decades to come, but also that it is accessible, and a place where people can live and work happily. That includes looking at how the	

town continues to cope with growth and other future pressures such as technological changes, and responds sensitively to a larger number of people and cars.

The Parish Council agreed with the key issues raised by St Edmundsbury Borough Council including : encouraging better access into and around the town; preserving the unique identity and character; ensuring there is a good mixture of uses and they are accessible to all; encouraging better walking and cycling routes; improving the link between the arc shopping centre and the old town. They would like to see more independent shops, housing, hotels and guest houses, leisure and sports facilities and parking. The historic core can be best protected by resisting development that detracts from the character and enhancing routes into town. Redeveloped sites should provide new and enhanced walking and cycling routes into town. All additional types of residential accommodation should be developed within the town centre. There should be a separate accessible Post Office. Councillors would like to see a cycle hire scheme (like Boris bikes in London), a park and ride scheme, some cycle sheds and a much improved link between the old and new parts of town. Shops could modify their frontage to enable less able people to enter. They would like to see improved access to more green and open spaces, enhanced quality of existing green spaces, provision of more outdoor health and fitness facilities and provision of better signage and information boards.

14.0 **Correspondence**

No items of correspondence had been received.

15.0 **Urgent Business**

15.1 Councillors were happy with Suffolk County Council’s draft lease for Icepits Wood.

16.0 **Closing Public Session**

16.1 No further items were raised.

17.0 **Date of next meeting**

The next meeting will be on Monday 15th May 2017 at 7.15pm.

There being no further business the meeting finished at 7.15 pm.

.....Sign & Date

.....Print name.

CHAIRMAN Signed as confirmation that they are a true record.

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