

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON  
MONDAY 17<sup>th</sup> July 2017 COMMENCING AT 7.15 PM**

<b>Item.</b>	<p><b>Members Present :</b> Councillor Philip Reeve chaired the meeting together with Councillors Peter Fisk, Maggie Dunn, Nicky Crouch, Matthew Parker, Eddie Gibson and Kate Trevitt. No members of the public were present.</p>	
<b>1.0</b>	<p><b><u>Chairman’s welcome, reminder about the filming of meetings and to receive apologies for absence</u></b> Councillor Philip Reeve welcomed everyone to the meeting. Councillor Diana Boys was not present.</p>	
<b>2.0</b>	<p><b><u>Open Public Session</u></b> There were no members of the public present.</p>	
<b>3.0</b>	<p><b><u>To receive County Councillor’s report from Rebecca Hopfensperger</u></b></p>	
<b>3.1</b>	<p>Councillor Rebecca Hopfensperger will be in contact with Guy Smith from Suffolk County Council to arrange a meeting with Kier about the Mill Road pedestrian crossing point and the definitive costs, the signs on the empty VAS posts and the costs of verge cutting in Gt Barton. A complaint is being made against Vertas due to damage caused to roadside signs/gates in Gt Barton and Fornham. White gates on East Barton Road have been damaged. Councillor Rebecca Hopfensperger is not able to contribute to a larger pair of replacement gates. Councillor Hopfensperger confirmed that Suffolk County Council would not support keeping the street light on overnight between Conyers Way and The Coppice as the crime statistics do not warrant it, as the majority of burglaries occur during the day and as street lights are not there to provide security to properties. This will be raised for a second time with Richard Webster as the Parish Council feel strongly that the initial analysis of the street light is wrong and that this is a community service issue. A direct parallel is the light on the Coppice next to the entrance to ‘The Tunnel’ cut through to The Park, which is left on overnight. Suffolk County Council had objected to the closure of the Cattishall Crossing as the Parish Council and the developer have agreed to a sensible agreement on the footbridge and there is therefore no reason to further divert the crossing. The brown information signs for the Chapel at Montana Care Home have been ordered. The safety audit for the Mill Road pedestrian crossing point, has been completed. The cost for the new proposed specification will be chased.</p>	LH RH
<b>4.0</b>	<p>Mid Suffolk District Council’s planning committee are minded to approved 3 outline applications in Thurston for 625 homes and minded to refuse the full application for 138 homes to the West of Barton Road for ‘not representing good design, not preserving the character of the locality and not preserving good quality agricultural land’. A document giving the costs of for crossings, gates etc will be sent.</p>	LH RH RH
<b>4.0</b>	<p><b><u>To receive Borough Councillor’s Report from Sarah Broughton</u></b> Councillor Sarah Broughton reported on St Edmundsbury Borough Council’s Development Control Committee meeting to discuss the WSOH planning application, which is taking place on 19<sup>th</sup> July. Details were given from the letter to the Secretary of State, from the Chairmen of the 3 Parish Council’s asking him to call the application in for review.</p>	
<b>5.0</b>	<p><b><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 &amp;, 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></b> Councillor Eddie Gibson declared a pecuniary interest in item 8 – the new single Council for West Suffolk.</p>	
<b>6.0</b>	<p><b><u>To sign the minutes of the Council meeting on 19<sup>th</sup> June 2017 to stand as an accurate record.</u></b> The Council resolved to accept the minutes of the Council meeting on 19<sup>th</sup> June 2017 as an accurate record. Proposed Councillor Eddie Gibson seconded Councillor Maggie Dunn, unanimous decision from those present at the meeting.</p>	
<b>7.0</b>	<p><b><u>Chairman’s Report</u></b> Councillor Philip Reeve gave details of the letter to the case officer, for the WSOH planning application, highlighting the areas of specific concern, highways and traffic. This includes reference to : how &lt;20% of the future housing development, on the 5 strategic housing sites, will have been</p>	

	delivered, by the date of 2022, when Suffolk County Council's modelling goes up to; developments across the Northern Arc have not been considered; issues with both A143 and A134 junctions and traffic safety in the immediate area. The Clerk will circulate.	LJH
<b>8.0</b>	<b>Council to consider the proposals for a new single Council for West Suffolk</b>	
	This will be discussed at the planning committee meeting on 14 <sup>th</sup> August.	
<b>9.0</b>	<b>Items arising from June's Council meeting:</b>	
<b>9.1</b>	a) Update on possible sites for Community Speed Watch – A request is with the Safer Neighbourhood Team in Bury St Edmunds to survey sites in Gt Barton. Once completed a meeting will be arranged to recruit volunteers.	LJH
<b>9.2</b>	b) Icepits Wood committee – the ivy covered trees, quotes for removal of the dead branch by the bridleway and the Woodland Management Plan will be discussed at the next Icepits Wood committee meeting on 31 <sup>st</sup> July. The Council resolved to have the Poplar tree branch removed by Gadd Brothers. Proposed Councillor Eddie Gibson, seconded Councillor Peter Fisk, unanimous decision.	LJH
<b>9.3</b>	c) Update on Suffolk County Council's Community Self-Help Scheme – financial figures have still not been provided by Suffolk County Council. Councillor Hopfensperger will chase.	LJH
<b>9.4</b>	d) Uses for the telephone box on Livermere Road, insurance and maintenance - the telephone box is now on the Parish Council's asset list and covered for public liability insurance. The Council did not wish to insure the actual box at the present time. No ideas as to its future use had been received.	RH LJH
<b>9.5</b>	e) Bottom of goal posts on playing field need treating and re-painting and basketball surface edging needs reviewing – Councillor Philip Reeve confirmed that the gap between the edge of the basketball surface and the wooden edging, needs a liquid infill. The clerk will find out the name of the company who originally installed the surface in c2009. The Council were happy that the goal posts on the playing field, although rusty, were sound and did not wish to have them repainted at the present time.	LJH
<b>9.6</b>	f) Confirmation of contributions from Fornham All Saints (£200) and Fornham St Martin (£600) towards the traffic assessment, were confirmed. The clerk will provide invoices.	LJH
<b>9.7</b>	g) Update on Icepits Wood lease – the official copy of the lease has been received and will be deposited with the solicitor.	
<b>9.8</b>	h) Update on the Icepits Woodland Management Plan – Councillor Philip Reeve was reviewing and this will be covered at the meeting on 31 <sup>st</sup> July.	PR
<b>9.9</b>	i) Update on extending the Neighbourhood Planning Clerk's contract – A formal letter and extended contract have been sent to Ms S Deare for her signature.	
<b>9.10</b>	j) Confirmation of wording for plaque for Ronnie Whiting – Councillors agreed on the dates of birth and death followed by 'This tree was planted to remember Ronnie Whiting with grateful thanks for his services to this community'. Councillor Philip Reeve will confirm the dates.	PR
<b>10.0</b>	<b>Updates on village projects/matters:</b>	
<b>10.1</b>	a) Update on the Neighbourhood Plan, including applying for the grant and confirmation of the grant budget plan – Councillors Philip Reeve, Nicky Crouch and Eddie Gibson have completed the expression of interest and grant application. Technical support for housing information, has been applied for. Councillor Nicky Crouch will send the clerk a copy of the budget for the grant and the NP Clerk will provide a copy of the budget for the funds held in reserve. A sub group are arranging questionnaires with software from Community Action Suffolk and the consultant is reviewing the questions. The questionnaires are due to be delivered w/c 9/9/2017. An information meeting will be held on Wednesday 6 <sup>th</sup> September 2017. Information from any hard copies of the questionnaire will be inputted by volunteers. A housing needs survey will be undertaken at the same time.	NC/ SD
<b>10.2</b>	b) Purchase of the School Road carpark from Havebury Housing – Council to agree in principle	

<p><b>10.3</b></p> <p><b>10.4</b></p> <p><b>11.0</b></p> <p><b>12.0</b></p> <p><b>13.0</b></p> <p><b>13.1</b></p> <p><b>13.2</b></p>	<p>the arrangements - the Clerk will contact Havebury to chase.</p> <p>c) School Lane Downing Drive link footpath will be reviewed by Councillor Kate Trevitt before asking a 3<sup>rd</sup> party to look for a way forward.</p> <p>d) Village website – Councillor Kate Trevitt has offered to update the local contacts for groups etc and will be trained next week.</p> <p><b>Councillors Reports</b> - There were no reports.</p> <p><b>Clerk's Report</b> – The Clerk had nothing further to report.</p> <p><b>Finance</b></p> <p>a) <b>Payment of Accounts</b> – The Council resolved to pay the following accounts. Proposed Councillor Nicky Crouch, seconded Councillor Philip Reeve, unanimous decision.</p> <table border="1"> <thead> <tr> <th>Details</th> <th>Chq no</th> <th>TOTAL INVOICE</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td>NEST - pension July</td> <td>D/D</td> <td>£31.55</td> <td></td> </tr> <tr> <td>NEST - pension August</td> <td>D/D</td> <td>£31.55</td> <td></td> </tr> <tr> <td>SEBC - bin emptying</td> <td>D/D</td> <td>£218.40</td> <td></td> </tr> <tr> <td>HMRC PAYE July</td> <td>D/D</td> <td>£118.26</td> <td></td> </tr> <tr> <td>HMRC PAYE August</td> <td>D/D</td> <td>£118.26</td> <td></td> </tr> <tr> <td>L J Harley - clerk's salary &amp; expenses - July</td> <td>1945</td> <td>£978.09</td> <td>£ 1.49</td> </tr> <tr> <td>Vertas grass cutting</td> <td>1946</td> <td>£1,469.45</td> <td>£ 244.91</td> </tr> <tr> <td>Kallkwik newsletter printing</td> <td>1947</td> <td>£403.65</td> <td></td> </tr> <tr> <td>Cottee Highways Consultants - meeting 1/6/17</td> <td>1948</td> <td>£480.00</td> <td>£ 80.00</td> </tr> <tr> <td>S Deare - NP Clerk salary July</td> <td>1949</td> <td>£216.00</td> <td></td> </tr> <tr> <td>S Deare - NP Clerk salary August</td> <td>1950</td> <td>£216.00</td> <td></td> </tr> <tr> <td>L J Harley - clerk's salary &amp; expenses - August</td> <td>1951</td> <td>£905.99</td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td>£5,187.20</td> <td>£326.40</td> </tr> </tbody> </table> <p>b) <b>To receive a financial report from the Responsible Financial Officer including details of reserve budgets and spending against them</b></p> <p>The clerk reported the bank balances at 31<sup>st</sup> May 2017 as:</p> <table border="1"> <tbody> <tr> <td>Current A/C</td> <td>£64,541.51</td> </tr> <tr> <td>Bus Reserve</td> <td>£40,379.96</td> </tr> <tr> <td>TOTAL</td> <td>£104,921.47</td> </tr> </tbody> </table> <table border="1"> <tbody> <tr> <td>Other Credits received</td> <td>None</td> </tr> <tr> <td>Business reserve account interest</td> <td>£1.01</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>RESERVES</th> <th>BALANCE</th> </tr> </thead> <tbody> <tr> <td>Small Projects</td> <td>£18,115 - Items paid this month : £400 Cottee Transport meeting - <b>earmarked</b>: £3,000 School Lane footpath, Mill Rd crossing from PC £2,750 &amp; from Freedom Church £1,750, Replacement tree for Conyers Green £150 = £7,650) Total balance £10,465</td> </tr> <tr> <td>Neighbourhood Plan</td> <td>£5,942 – Items paid this month : S Deare NP Clerk salary £416 for July and August (<b>earmarked</b> : S Deare salary to Sept 2017 £416 &amp; to June 2018 £2340, CAS questionnaire and help £350 and LJ Harley extra hours £72 = £3178) Total balance £2,764</td> </tr> <tr> <td>Youth Project</td> <td>£1,038</td> </tr> <tr> <td>General</td> <td>£25,595 (£3200 reserved for VAS)</td> </tr> <tr> <td>Allotments</td> <td>£ 214</td> </tr> </tbody> </table>	Details	Chq no	TOTAL INVOICE	VAT	NEST - pension July	D/D	£31.55		NEST - pension August	D/D	£31.55		SEBC - bin emptying	D/D	£218.40		HMRC PAYE July	D/D	£118.26		HMRC PAYE August	D/D	£118.26		L J Harley - clerk's salary & expenses - July	1945	£978.09	£ 1.49	Vertas grass cutting	1946	£1,469.45	£ 244.91	Kallkwik newsletter printing	1947	£403.65		Cottee Highways Consultants - meeting 1/6/17	1948	£480.00	£ 80.00	S Deare - NP Clerk salary July	1949	£216.00		S Deare - NP Clerk salary August	1950	£216.00		L J Harley - clerk's salary & expenses - August	1951	£905.99		Total		£5,187.20	£326.40	Current A/C	£64,541.51	Bus Reserve	£40,379.96	TOTAL	£104,921.47	Other Credits received	None	Business reserve account interest	£1.01	RESERVES	BALANCE	Small Projects	£18,115 - Items paid this month : £400 Cottee Transport meeting - <b>earmarked</b> : £3,000 School Lane footpath, Mill Rd crossing from PC £2,750 & from Freedom Church £1,750, Replacement tree for Conyers Green £150 = £7,650) Total balance £10,465	Neighbourhood Plan	£5,942 – Items paid this month : S Deare NP Clerk salary £416 for July and August ( <b>earmarked</b> : S Deare salary to Sept 2017 £416 & to June 2018 £2340, CAS questionnaire and help £350 and LJ Harley extra hours £72 = £3178) Total balance £2,764	Youth Project	£1,038	General	£25,595 (£3200 reserved for VAS)	Allotments	£ 214	<p>LJH</p> <p>KT</p>
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	Asset maintenance	£ 4,174	
	Asset acquisition	£7,556 (£1,600 from precept)	
	Village Sign	£444 balance earmarked for restoring the old sign.	
	Icepits Wood	£17,552 ( <b>earmarked</b> : £15,000 pump track) Balance = £2,552	
	Total reserves	£80,630	
<b>13.3</b>	Amounts to nearest '£'		
	c) Bank reconciliations for May and June 2017 had been agreed by Councillors Nicky Crouch and Maggie Dunn.		
<b>13.4</b>	d) Risk assessments including confirmation of which assessments have been carried out - weekly playground checks are carried out. The Council agreed in principle to purchase 4 replacement Matta tiles to repair the damaged tiles at the playground. This will be ratified in September.		
<b>13.5</b>	e) Payment to Clerk for work carried out for Neighbourhood Plan – no additional hours were claimed.		
<b>13.6</b>	f) The variation in the design of the Westcotec SID the Council agreed to purchase and confirmation of costs. Councillor Philip Reeve confirmed the cost of the device which records vehicles speeds and size at £1,800. He will contact Suffolk County Council to confirm if data provided by this device would be considered.		
<b>13.7</b>	g) Purchase of a small portable vehicle recording device from Westcotec which also registers vehicles size – see item (f)		
<b>13.8</b>	h) Internal auditor's report – Councillors were advised that no items had been raised.		
<b>13.9</b>	i) Costs involved in setting up the Community Speed Watch Scheme were confirmed by the Clerk as £1007 for the camera, 2 signs and 3 hi-viz jackets. The Council resolved to agree the funding for the scheme if volunteers and a co-ordinator can be found. Proposed Councillor Nicola Crouch, seconded Councillor Eddie Gibson, unanimous decision. This will be taken from the asset acquisition fund.		
<b>14.0</b>	<b>Planning – Council to sign the minutes of the planning committee meeting on 10<sup>th</sup> July 2017 to stand as a true record and to consider the completed applications from St Edmundsbury Borough Council.</b>		
	The Parish Council signed the minutes of the planning committee meeting on 10 <sup>th</sup> July 2017 to stand as a true record. Proposed Councillor Peter Fisk, seconded Councillor Nicky Crouch, unanimous decision.		
<b>14.1</b>	The Council supported the following applications:		
	Mulbery House, Pakenham Road	DC/17/1171/TPO	1 Oak tree to lift over both driveways and road to 4 metres. Remove deadwood and any broken, crossing or hanging branches from crown.
	Seaber Lodge, Pakenham Road	DC/17/1122/HH	Single storey front infill extension
	2 Beech Park	DC/17/1132/TPO	Tree Preservation Order (i) 1no. Ash (T1 on plan, within A1 on order) reduce by 40-45%, and (ii) 2no. Sycamore (T2 and T3 on plan, within A1 on order) pollard
<b>14.2</b>	The Parish Council <b>objected to</b> the following applications and made comments :		
	1 Lodge Close	DC/17/1071/TPO	<b>TPO 341 (1973) Tree Preservation Order - (i) 1no. Hornbeam (T3 on plan, within A1 on order) remove lower three branches on the drive side to lift and rebalance crown, and (ii) 2no. Hornbeam and 1no. Chestnut (T4, T5 and T6 on plan, within A1 on order) fell</b>

LJH

PR

LJH

The Council were happy with the proposals for the Hornbeams T4 and T5. They felt that removing the lower 3 branches on the Hornbeam T3 was too severe and felt that there was no justification for felling the Chestnut T6.

<b>Tradewinds, 1 Eleanor Place</b>	<b>DC/17/1298/HH</b>	<b>(i) First floor extension above existing conservatory and (ii) addition of cladding</b>
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The Council objected to this application as they felt it is contrary to the character of the area by reason of its scale, bulk, massing and appearance. 3 Councillors voted for this decision and 2 against.

**14.3**

The Council discussed the following applications. A further meeting will be held on 20<sup>th</sup> July 2017 with the developer:

<b>Land adjacent to Church Institute</b>	<b>DC/17/1166/FUL</b>	<b>(i) 5 dwellings and accesses (ii) Extensions and subdivision to the Forge to form 2 dwellings and accesses and (iii) Single storey rear extension to Church Institute</b>
<b>Land adjacent to Church Institute</b>	<b>DC/17/1167/LB</b>	<b>Application for Listed Buildings Consent - (i) 5no. Dwellings, (ii) Extensions and Subdivision to the Forge to form 2no. Dwellings and (iii) Extension as Single Storey to Church Institute</b>

The following points were raised and will be put to the developer before the meeting on 20<sup>th</sup> July :

1. Air Quality Monitoring and the A143 - The A143 in the vicinity of the Post Office /terrace houses has been an Air Quality Monitoring area since 2008 and has been subject to review this year as air pollution takes a higher profile. SEBC and SCC are seeking to resolve this matter and the possibly of relocating the pedestrian crossing from this point, to an area that has more open space with visibility splay, which could see its position at either side of The Forge entrance. I have supplied two eight figure references for assistance but exact location is yet to be determined. Location TL8967 2509 or TL8967 2306. This information should be borne in mind when evaluating this proposal. Are you able to provide any reassurances that this is still achievable with the proposed intensification of the existing access and can you assist in delivering this? Matthew Axton, the Environment Officer from West Suffolk will attend the meeting on 20th July.
2. Parking outside the curtilidge of the properties - The Parish Council is concerned to see a significant amount of surface level parking and would prefer to see more garages/cartlodges. Is this something that you could consider? Can you also confirm how the proposed level of parking meets with the parking standards?
3. Concerns were raised about parents parking in the allocated spaces when dropping off and picking up children from school. With the congestion in School Road being an issue at these peak times, as well as putting your parking spaces at risk of unauthorised parking, the entrance on this road and the loss of parking around the new access point was discussed. This Council want to understand the access and egress decisions to this development, whether School Road or the A143. Could all of the units be accessed from the A143?
4. The Parish Council through numerous consultations have concerns for the safety of pedestrians walking alongside the A143. There is the desire to create a footpath that is not directly next to the carriageway which would afford a safer environment for pedestrians. The Parish Council would welcome the opportunity to develop this theme which could see residents north of the A143 using School Road, walking across the School Road Car Park onto the A143 East of the refurbished Forge cottages, then along a new safer footpath on their way to a new pedestrian controlled crossing to community facilities on the southern side of the A143.
5. It was noted that there was a set of gates by the Church Institute, where there has been a permissive footpath for many years. The Parish would not support the closure of this route as it will force pedestrians onto the A143. Please can you explain the need for these gates?

6. Part of the land within the boundary of the development (the carpark on School Road) is currently owned by Havebury Housing Partnership - It appears that notice has not been served on this landowner or the owners of the Church Institute. Please can you clarify this at the meeting.  
 7. With this development in close proximity to the school has there been any consideration to the supply of affordable units and if not why ?

**14.4**

The following applications had been approved by St Edmundsbury Borough Council :

17 Downing Drive	DC/17/0421/HH	(i) Single storey front extension, (ii) conversion of garage into habitable space with rear infill extension and (iii) first floor side extension (as amended by plans received 15th May 2017)
Barton House, The Park	DC/17/0798/HH	Single storey rear extension

**15.0**

**Correspondence**

A list of the items of correspondence had been circulated.

**16.0**

**Urgent Business**

**16.1**

A possible volunteer has been found to edit the newsletter.

An update was given on the Sow Lane/Eastern Relief Road roadwork's. Delays are due to changes in the design of a roundabout. Planning permission is needed and once agreed, a date for the reopening of Sow Lane will be announced.

There was a discussion about the grass cutting at the Church. Councillor Philip Reeve will review the schedule.

**17.0**

**Closing Public Session**

No further items were raised.

**18.0**

**Date of next meeting**

The next meeting will be on Monday 18<sup>th</sup> September 2017 at 7.15pm.

There being no further business the meeting finished at 9.15 pm.

.....Sign & Date

.....Print name.

CHAIRMAN Signed as confirmation that they are a true record.

PR

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