

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON  
MONDAY 19<sup>th</sup> June 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. 22 members of the public were present.</p>	
<b>1.0</b>	<p><b><u>Presentation on the Community Speed Watch initiative from Suffolk Police Safer Neighbourhood Team</u></b></p> <p>A presentation was given on the Community Speed Watch (CSW) scheme administered by Suffolk Constabulary. This initiative allows members of the community to address the issue of speeding by becoming actively involved in road safety, monitoring speeds at safe locations with speed detection equipment. The aim is not to catch as many speeding drivers as possible but to reduce speed in areas of concern. It informs drivers that excessive speed is socially unacceptable and helps to re-educate drivers about the dangers of speeding while addressing concerns from residents about cars speeding through their neighbourhoods. The intention is that Parish Councils will purchase their own speed gun which is often used in conjunction with a Speed Indicator Device (SID), enhancing the CSW activities. How CSW works:</p> <ul style="list-style-type: none"> <li>• Trained volunteers verify and record the registration numbers of offending vehicles.</li> <li>• These details are forwarded to Suffolk Police who will send offenders a letter.</li> <li>• A maximum of two letters will be sent to offenders.</li> <li>• Persistent offenders may be targeted for police enforcement.</li> <li>• Follow-up work on education and enforcement by Suffolk Police and our partners will also take place when appropriate.</li> </ul> <p>Other items raised included permanent speed reduction measures but it was thought that the accident statistics are not high enough for Mill Road to warrant them.</p> <p>Councillor Rebecca Hopfensperger mentioned that Pakenham were thinking of setting up a scheme and this could be a joint project.</p> <p>Councillor Philip Reeve mentioned raising the issue of extending the 30mph speed limit zone on Mill Road to include all the dwellings.</p> <p>The Clerk will ask the Safer Neighbourhood Team to survey Gt Barton and recommend sites.</p>	LH LH LH
<b>2.0</b>	<p><b><u>Chairman's welcome, reminder about the filming of meetings and to receive apologies for absence</u></b></p> <p>Councillor Philip Reeve welcomed everyone to the meeting. Apologies for absence had been accepted from Councillor Diana Boys.</p>	
<b>3.0</b>	<p><b><u>Open Public Session</u></b></p>	
<b>3.1</b>	<p>There were no members of the public present.</p>	
<b>4.0</b>	<p><b><u>To receive County Councillor's report from Rebecca Hopfensperger</u></b></p> <p>Councillor Rebecca Hopfensperger will be in contact with Guy Smith from Suffolk County Council regarding arranging a meeting with Kier about the Mill Road pedestrian crossing point and the definitive costs.</p> <p>Councillor Hopfensperger confirmed that Suffolk County Council wouldn't support keeping the street light on overnight between Conyers Way and The Coppice as the crime statistics do not warrant it. This will be challenged (either through Tim Passmore or Richard Webster) as keeping the street light on gives the public perception of safety.</p>	RH
<b>5.0</b>	<p><b><u>To receive Borough Councillor's Report from Sarah Broughton</u></b></p> <p>Councillor Sarah Broughton reported that the papers for St Edmundsbury Borough Council's Development Control Committee, where they will be discussing the planning application for the West Suffolk Operational Hub, will be on-line on 7<sup>th</sup> July. The meeting will take place on 19<sup>th</sup> July and the public are welcome to attend.</p> <p>The decision to investigate the merger of St Edmundsbury Borough Council and Forest Heath District Council was approved.</p> <p>Suffolk County Council has objected to the proposed closure of the Cattishall railway crossing and is pushing for developers to pay for the footbridge. Councillor Rebecca Hopfensperger will confirm the basis of their objections.</p>	RH
<b>6.0</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</u></b></p>	

	<p><b>dispensation and/or requests which have been received prior to the meeting</b> Councillor Eddie Gibson declared a non-pecuniary interest in item 11a – the tender procurement for the Neighbourhood Plan.</p>	
<p><b>7.0</b></p>	<p><b><u>To sign the minutes of the Council meeting on 15<sup>th</sup> May 2017 to stand as an accurate record.</u></b> The Council resolved to accept the minutes of the Council meeting on 15th May 2017 as an accurate record. Proposed Councillor Kate Trevitt seconded Councillor Maggie Dunn, unanimous decision from those present at the meeting.</p>	
<p><b>8.0</b></p>	<p><b><u>Chairman’s Report</u></b> Councillor Philip Reeve reported on the DOPLA vehicle recognition system which registers the type of vehicle and the speed. It is a small portable device which collects data but does not have a display. Councillor Reeve will get a sample of the data collected for July’s meeting. The clerk will try to obtain copies of the traffic data for the WSOH planning application. The ivy which is covering some trees in Icepits Wood was raised and the dead branch alongside the bridleway. The Clerk will circulate the quotes for the removal of the dead tree. The Icepits Wood committee will review the ivy clad trees.</p>	<p>PR LJH LJH PR</p>
<p><b>9.0</b></p>	<p><b><u>Items arising from May’s Council meeting:</u></b></p>	
<p><b>9.1</b></p>	<p>a) World War 1 commemorative celebrations for 2018 – this will be discussed at July’s meeting</p>	
<p><b>9.2</b></p>	<p>b) Update on status of Icepits Wood lease – All paperwork has been sent to Suffolk County Council and we are now awaiting the lease.</p>	<p>PR LJH</p>
<p><b>9.3</b></p>	<p>c) Update on Suffolk County Council’s Community Self-Help Scheme – awaiting financial figures</p>	
<p><b>9.4</b></p>	<p>d) Uses for the telephone box on Livermere Road – This item will be discussed in July. Councillor Diana Boys has offered to paint the box if the Council were happy to provide the paint.</p>	
<p><b>9.5</b></p>	<p>e) Dead trees on verge between Conyers Way and Mill Road – after a long discussion the Parish Council felt that they could not progress this situation further. Suffolk County Council and St Edmundsbury Borough Council had both refused to deal with the dead trees between Mill Road and Conyers Way.</p>	<p>PR/ PF PR</p>
<p><b>9.6</b></p>	<p>f) Bottom of goal posts on playing field need treating and re-painting and basketball surface edging needs reviewing – Councillors Peter Fisk and Philip Reeve to inspect</p>	
<p><b>9.7</b></p>	<p>g) Councillor Philip Reeve will chase the confirmation of contributions from Fornham All Saints and Fornham St Martin towards the traffic assessment</p>	<p>LJH</p>
<p><b>9.8</b></p>	<p>h) Update on overgrown areas on Hall Park Green – Councillor Kate Trevitt and the Clerk have taken photo’s to compile a report to St Edmundsbury Borough Council.</p>	
<p><b>9.9</b></p>	<p>i) The old village sign will be displayed in the village hall.</p>	
<p><b>10.0</b></p>	<p><b><u>Woodland Management Plan – update from Icepits Wood Committee</u></b></p>	<p>LJH</p>
<p><b>11.0</b></p>	<p>A revised version of the draft plan has been sent to Councillor Philip Reeve to review.</p>	
<p><b>11.0</b></p>	<p><b><u>Updates on village projects/matters:</u></b></p>	
<p><b>12.0</b></p>	<p>a) <b><u>Update on the Neighbourhood Plan</u></b>, including approval of action points from April meeting &amp; applying for the NP grant – Action points from Neighbourhood Plan meetings are no longer being approved by the Parish Council but will be circulated. The Council resolved to delegate the expression of interest for a grant, the budget, the area of free technical support and the grant application to Councillors Philip Reeve, Eddie Gibson and Nicky Crouch. Proposed Councillor Kate Trevitt, seconded Councillor Maggie Dunn, unanimous decision.</p>	
<p><b>12.1</b></p>	<p>b) <b><u>Purchase of the School Road carpark</u></b> from Havebury Housing – The agreement is still with Havebury Housing’s legal department.</p>	
<p><b>13.0</b></p>	<p>c) <b><u>Update on trees from Icepits Wood which have fallen into a residents garden</u></b> following storm Doris – The trees have now been removed and the fence replaced by the resident’s insurance company.</p>	
<p><b>12.0</b></p>	<p>(d) <b><u>Update on Conyers Green Tree and plaque for Mr R Whiting</u></b> – Councillor Peter Fisk will look at planting a new tree in the autumn. Suggestions for the wording for the plaque for Mr Whiting will be circulated by the Clerk.</p>	<p>LJH</p>
<p><b>12.1</b></p>	<p><b><u>Councillors Reports</u></b> - There were no reports. Everyone had received a copy of the report from Cottee Transport regarding the WSOH planning application traffic assessment.</p>	
<p><b>13.0</b></p>	<p><b><u>Clerk’s Report</u></b> – The Clerk had nothing further to report.</p>	

**14.0****Finance****14.1**

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
G Elmer (replacement chq 1932)	1939	£ 250.00	
Gt Barton Thanksgiving Fund-hall hire	1940	£ 50.00	
HMRC PAYE	D/D	£ 119.70	
NEST - pension	D/D	£ 31.95	
M Dunn refreshments for litter pick	1941	£ 32.18	
Gt Barton Thanksgiving Fund-hall hire	1942	£ 10	
S Deare - NP Clerk salary	1943	£ 216.00	
L J Harley - clerk's salary & expenses	1944	£ 949.87	
Total		£ 1,659.70	£ 0

**14.2**

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<sup>st</sup> May 2017 as:

Current A/C	£70,103.47
Bus Reserve	£40,378.95
TOTAL	£110,482.42

Other Credits received	None
Business reserve account interest	£0

RESERVES	BALANCE
Small Projects	£18,515 - <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 £10,865
Neighbourhood Plan	£6,358 – Items paid this month : S Deare NP Clerk salary £208 & L J Harley extra hours £23.56) ( <b>earmarked</b> : S Deare salary to Sept 2017 £1,092 & to June 2018 £2340 and L J Harley extra hours £95 = £3504) Total balance £2,854
Youth Project	£1,038
General	£25,595 (£3200 reserved for VAS)
Allotments	£ 214
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 ( <b>earmarked</b> : £15,000 pump track) Balance = £2,552
Total reserves	£81,697

Amounts to nearest '£'

	<p>The following items have been published on the website :</p> <p>The proper opportunity for the exercise of Elector’s rights to view the accounts has been made in accordance with the Accounts and Audit Regulations. A statement that sets out details of how public rights can be exercised and the period of the exercise of these rights has been published. The Statement of Accounts and Annual governance Statement for the previous financial year were published on appropriate date for correct period with relevant accompanying information in accordance with the requirements of the Accounts and Audit regulations.</p> <p>The red telephone box on Livermere Road has been added to the asset register.</p> <p>P60’s have now been issued to The Clerk and Neighbourhood Plan Clerk.</p> <p>Councillors with responsibility for money were reminded to keep themselves informed about known risks and threats to money and any new legislation.</p> <p>Councillors have been provided with (i) receipts and payments for quarter (ii) spending against precept. There were no questions.</p> <p>Councillors are aware of the Data Protection &amp; Information Security Policy and their responsibilities under the Data Protection Act and that personal data should only be accessed for business use.</p> <p>Councillors were reminded to update their Register of Interest Forms.</p>		
<u>14.3</u>	c) The bank reconciliation for May will be checked by Councillor Nicky Crouch.		
<u>14.4</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. Weekly playground risk assessments had been carried out.		
<u>14.5</u>	e) The Council resolved to pay the Clerk for 2 extra hours for work carried out on the Neighbourhood Plan. Proposed Councillor Philip Reeve, seconded Councillor Kate Trevitt, unanimous decision.		
<u>14.6</u>	f) The new VAS from Westcotec will be discussed along with the DOPLA vehicle recognition device at the July meeting.		PR
<u>14.7</u>	g) The Council resolved to use Community Action Suffolk’s Neighbourhood Plan Questionnaire at a cost of £300. Proposed Councillor Philip Reeve seconded Councillor Nicky Crouch, unanimous decision.		
<u>14.8</u>	h) Housing Needs Survey – confirmation of cost, are grants available ? Should it be undertaken? Following a discussion on the cost of printing and inputting the results, the Council resolved to undertake a Housing Needs Survey and pay for it from either the Precept or the Neighbourhood Plan Grant. Proposed Councillor Philip Reeve, seconded Councillor Nicky Crouch, unanimous decision.		
<u>14.9</u>	i) The Council resolved to extend Ms S Deare’s contract as Neighbourhood Planning Clerk at 6 hours per week for 9 months to June 2018, at a cost of £2,340. Proposed Councillor Philip Reeve, seconded Councillor Nicky Crouch, unanimous decision. The Clerk will complete the necessary paperwork .		LJH
<u>14.10</u>	j) The Council ratified the decision to meet with Cottee Transport to discuss the traffic assessment for WSOH planning application at a cost of £400. Proposed Councillor Philip Reeve, seconded Councillor Nicky Crouch unanimous decision. Councillor Philip Reeve will check if Fornham St Martin and Fornham All Saints Parish Council’s are contributing. It was felt that there was no value in exploring any further items with Cottee at the present time.		PR
<u>14.11</u>	k) The Council resolved, on the evidence provided, the tender for the consultation work for the Neighbourhood Plan will be carried out by Places4People, Ian Poole at a cost of £5,375 with details to be confirmed as needed. Proposed Councillor Philip Reeve, seconded Councillor Nicky Crouch, unanimous decision. Councillor Eddie Gibson abstained from the vote as he had previously declared a non-pecuniary interest.		
<u>15.0</u>	<b><u>Planning – Council to sign the minutes of the planning committee meeting on 18<sup>th</sup> April (WSOH) and Monday 12<sup>th</sup> June to stand as a true record and to consider the completed applications from St Edmundsbury Borough Council.</u></b>		
<u>15.1</u>	The Council supported the following applications:		
5 Tewkesbury Place	DC/17/1045/HH	(i) single storey front extension and (ii) replacement of flat roof on side elevation to pitched	
Rosewood	DC/17/1029/HH	(i) Two Storey Side Extension to Northern Elevation, (ii)	

	House, Livermere Road		Ground Floor Rear and Side Extension to Southern Elevation to Include Roof Terrace, (iii) 1no. Balcony to Rear, (iv) 1no. Veranda to Rear, (v) Alteration of Existing Openings, (vi) Formation of New Openings and (vii) Cladding of Building	
	17 Downing Drive	DC/17/0421/HH	(i) Single storey front extension, (ii) Single storey rear extension including conversion of garage into habitable space and (iii) first floor side extension (as amended by plans received 15th May 2017)	
	<b>The Parish Council objected to the following application and made comments :</b>			
	Land East of Moreton Hall, Mount Road	DC/17/1006/RM	Reserved Matters Application - Submission of details under DC/14/1881/HYB for details of access, scale, layout, appearance and landscaping for Development Phase 2 for 80 no. dwellings including 30% affordable housing, associated open space and infrastructure. Including Details Reserved by Conditions A7, A13, A14, A15, A16, A17, A19, A20, A21, A23, A24, A25, A28, A29, A30 and A35 of application DC/14/1881/HYB	
	<p>This phase of the development is on the rural edge of Gt Barton/Rougham and the Council think it that it should have a rural feel to respect the aspect of the area.</p> <p>The density is unsuitable for a rural location (e.g. Plots 78-80 and plots 34-40).</p> <p>In some cases parking is not adjacent to the house (e.g. Plot 31) or the parking space is outside the neighbouring properties (e.g. Plot 17).</p> <p>The Council believe that collectively these demonstrate that there is evidence of over development and that the scheme should be reduced by a minimum of 10 houses.</p> <p>Due to her conflict of interest, Councillor Nicky Crouch did not contribute to the debate or this decision. This item has been referred to SALC to see if Councillor Crouch could apply for a dispensation to comment on certain planning applications.</p> <p>The Council resolved to accept the planning meeting minutes from 18<sup>th</sup> April and 12<sup>th</sup> June as a true record of the meeting. Proposed Councillor Maggie Dunn, seconded Councillor Philip Reeve, unanimous decision.</p>			
<b>15.2</b>	<b>The following applications had been approved by St Edmundsbury Borough Council :</b>			
	Byeways, Livermere Road	DC/17/0552/HH	(i) 1.5 storey rear extension (ii) conversion of carport/garage to habitable room (iii) raising the roof to form first floor habitable rooms including 4 no dormer windows	
	Fairoaks, Livermere Road	DC/17/0508/HH	Single storey rear extension	
	Land off Mount Road	DC/17/0811/ELEC	Application under The Overhead Lines (Exemption) (England and Wales) Regulations 2009 - Install 2no. new supporting poles and associated stay wires (dismantle the existing 11,000 volt overhead network)	
	<p>The Secretary of State has not confirmed the order for a footpath from Green Lane</p> <p>The following application has been withdrawn:</p>			
	Tavistock, Livermere Road	DC/17/0120/HH	Single storey rear extension	
<b>16.0</b>	<b>Correspondence</b>			
<b>16.1</b>	A list of the items of correspondence had been circulated.			
<b>17.0</b>	<b>Urgent Business</b>			
	The clerk will ask Suffolk County Council to review the junction signage at The Avenue/Fornham Road, Fornham Road and the A143 and The Avenue and the A143.			
				LH

NC

<p><b><u>18.0</u></b></p> <p><b><u>19.0</u></b></p>	<p>Councillor Eddie Gibson is retiring from being the newsletter editor, after 10 years. An advert will be put in the next newsletter to find a person to take over.</p> <p><b><u>Closing Public Session</u></b> No further items were raised.</p> <p><b><u>Date of next meeting</u></b> The next meeting will be on Monday 17<sup>th</sup> July 2017 at 7.15pm.</p> <p>There being no further business the meeting finished at 10.10 pm.</p> <p>.....Sign &amp; Date</p> <p>.....Print name.</p> <p>CHAIRMAN Signed as confirmation that they are a true record.</p>
---	---

--	--	--

--	--	--