

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 19th FEBRUARY 2018 COMMENCING AT 7.15 PM**

<u>Item</u>	<p>Members Present : Councillor Philip Reeve chaired the meeting together with Councillors Peter Fisk, Kate Trevitt, Matthew Parker, Maggie Dunn, Nicola Crouch and Diana Boys.</p> <p>41 members of the public were present.</p>				
<u>1.0</u>	<p><u>Chairman’s welcome, reminder about the filming of meetings and to receive apologies for absence</u></p> <p>Councillor Philip Reeve welcomed everyone to the meeting. There were no apologies.</p> <p>Due to the large number of public attending the meeting to hear the Council’s comments on the Mere Farm Lane planning application for 46 flats, this application was moved forward on the agenda.</p>				
<u>12(c)</u>	<table border="1"> <tr> <td style="text-align: center;">Offices Mere Farm</td> <td style="text-align: center;">DC/17/2652/FUL</td> <td style="text-align: center;">- (i) three storey extension to the South East; (ii) full roof top extension at second floor level and part extension at third floor level (iii) to create 28no. flats with associated vehicle, cycle parking and bin storage</td> </tr> </table>	Offices Mere Farm	DC/17/2652/FUL	- (i) three storey extension to the South East; (ii) full roof top extension at second floor level and part extension at third floor level (iii) to create 28no. flats with associated vehicle, cycle parking and bin storage	<p>After listening to the objections raised by the members of the public, the Council strongly objected to the re-submission of this application for the following reasons:</p> <ol style="list-style-type: none"> 1. Contrary to Policy DM 22 – This development is in total contrast to the other properties in the area. It is out of scale and out of keeping with the surroundings with a consequential detrimental impact on the character of the area and an adverse impact on the setting of the nearby Listed Building. The design does not reflect the character of the area. 2. Contrary to Policy DM 2 – The proposal does not recognise the key features, characteristics and local distinctiveness of the area or create a sense of local character. 3. Contrary to Policy DM 46 – The proposal does not meet the minimum parking standards and there are no reasons why exceptions should be made given the rural location of this development. the site is located in a confined location with access via a private road. Inadequate parking provision will increase on-street parking pressure to the detriment of existing residents and the movement of vehicles along this road. The site is not located in a position where it can benefit from reduced parking standards and the Parish Council considers that the Borough Council should be ensuring compliance with the minimum standards at the very least. 4. The proposal represents an over-development of the site as demonstrated by the lack of room to provide sufficient parking or usable amenity space to serve the residents. It is further demonstrated by the increase in scale of the building that is far in excess of any other dwellings in the local area. 5. The Council raised concerns regarding the developments proximity (within 15 metres) to the sewerage pumping station and the implications for the living conditions of future residents. 6. The Council raised concerns about the impact of the construction work on local residents given the confined nature of the site and the limitations of the access road that serves it. Construction traffic will cause disruption to the surrounding dwellings along with light and noise pollution. Local residents have reported that the work on the building is currently being undertaken between 7am and 8pm. 7. There is a lack of clarity regarding the right and sustainability of the proposed access on Mere Farm Lane. It is unclear from the submission material whether the future residents will have a right of access conveyed to them or whether this is even possible. It
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<p><u>2.0</u></p> <p><u>2.1</u></p> <p><u>2.2</u></p>	<p>is unclear from the submission if those with an interest in the land have been properly notified by the applicant and the Borough Council is urgently requested to investigate this as it calls into question the validity of the planning permission.</p> <p>8. With regard to the impact of the setting of a listed building at Mere Farm Cottages, it is important to note that the main screening is provided by a laurel hedge. This is insufficient to screen the scale of the development proposed and may also need to be removed to facilitate the development. The removal of this hedge would cause further impact on the setting of this Listed Building.</p> <p>9. The plans do not clarify the amenity space available to future residents. It is important that sufficient space is provided and the plans do not provide the opportunity for usable amenity space to be provided.</p> <p>10. The Parish Council had been advised of the lack of communication with residents in Barton Hamlet and Mere Farm Lane and felt that the consultation should be extended to allow all affected residents time to respond.</p> <p>11. The Parish Council have concerns for present and future residents from the increase in traffic using the very sharp bend between Mere Farm Lane and Barton Hamlet. Units at Thurston Building Supplies on Mere Farm Lane have recently been let which adds to the volume of commercial traffic. The bend on Mere Farm Lane is on private land - refer to item 7.</p> <p>12. This development is contrary to Policy DM2 and will adversely affect the residential amenity of occupants of nearby properties. Juliet windows are intrusive and overlook the gardens of 39 Barton Hamlet and the listed building mentioned in item 8. Windows on the development will look directly into the property at 6 Mere Farm Cottages. The removal of trees detailed in the application will exacerbate this.</p> <p>13. We have been advised that there is a fuel filling pump close to the site and note that the HSE has not been consulted regarding the proximity of new residences to a hazardous installation. We request that the case officer investigates this further and seeks appropriate advice in this matter.</p> <p>14. It is noted that the constraints tab of the application website advises that policy DM5 is relevant at this site. The proposal (in its entirety) does not feature as any of the acceptable developments permissible under this policy.</p> <p>15. The applicant's agent makes over-stated and erroneous claims regarding the housing need requirement for this authority and misquotes the housing need for the whole of the Housing Market Area as the need for this authority. There is no acknowledged shortfall in the housing land supply and as such there is no housing need case to justify this development and allow the policy conflicts that we have identified above to be outweighed. We respectfully request that the application be refused planning permission.</p> <p><u>Opening Public Session</u></p> <p>Item 10(d) Mill Road footpath was raised. Councillor Philip Reeve had provided a full report with background information on the proposed pedestrian crossing point. Thanks were given to volunteers who had cleared the footpath and overhanging vegetation following a near collision between a car and a child. A letter of thanks will be written to the farmer who cut the hedge. A resident requested that the Parish Council put aside a sum to pay for an annual cut of the vegetation along this footpath.</p> <p>A resident asked if the speed limits could be moved on Mill Road. Details were given of the cost of a safety review (£1,000) before Suffolk County Council would even consider the application.</p>	<p>LJH</p> <p>LJH</p>
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<u>2.3</u>	The cost of cutting the verges in Gt Barton had been received from Suffolk County Council at £1,271.00. Councillor Rebecca Hopfensperger would support us receiving these funds from Suffolk County Council and organising the service ourselves.	RH
<u>2.4</u>	Councillor Rebecca Hopfensperger will supply matrix classification of the roads to show the criteria when pot holes are filled, verges cut etc.	RH
<u>2.5</u>	Councillor Rebecca Hopfensperger will advise when Livermere Road and Brand Road will be routinely checked for pot holes as the surface is in a very poor condition.	
<u>2.6</u>	The issue of speeding on Mill Road raised the subject of the Community Speed Watch scheme, for which we still have no co-ordinator.	
<u>2.7</u>	The replacement for the Horse Chestnut tree on Conyers Green was discussed. A stake will be placed to show the position and residents invited to comment.	
<u>3.0</u>	<u>Report from County Councillor</u>	
<u>3.1</u>	Councillor Rebecca Hopfensperger reported that St Edmundsbury Borough Council is freezing Council tax and working towards a single West Suffolk Council. Archaeologists have started work on the West Suffolk Operational Hub site. The Community Liaison Group have arranged a meeting with Mark Walsh from St Edmundsbury Borough Council to discuss the next phases of the hub development. An increase in Suffolk County Council's budget of 4.99% has been approved.	
<u>3.2</u>	The School Road pothole should be repaired in the next few days.	
<u>3.3</u>	Flooding outside the Village Hall will be reported. Work was originally undertaken in June 2016.	
<u>3.4</u>	Flooding in Livermere Road/The Coppice has eroded the road and flints from the bottom of a wall. This will be inspected by Suffolk County Council.	
<u>3.5</u>	The drains at the entrance to The Park should be included on Suffolk County Council's cleansing schedule.	
<u>3.6</u>	Councillor Rebecca Hopfensperger will chase the larger replacement gates for the white gates on East Barton Road.	
<u>3.7</u>	Details had been forwarded to enable Montana Care Home to order a brown information sign.	
<u>3.8</u>	Suffolk County Council will obtain the speed statistics for the A143 Fornham Road junction review before it is carried out. As this is not a consultation, residents will not be asked for their views. Councillor Rebecca Hopfensperger urged everyone who has an accident, however minor to report it to the police.	
<u>3.9</u>	Councillor Peter Fisk and the Clerk will undertake a review of signs which have been damaged in the village.	LJH /PF
<u>4.0</u>	<u>Report from Borough Councillor</u>	
	Councillor Sarah Broughton had sent her apologies. Air Quality Monitoring data, from the A143, should be received in March and Councillor Sarah Broughton will then arrange a meeting.	SB
	Councillor Sarah Broughton gave details of a type of Horse Chestnut tree that is resistant to the disease affecting some trees.	
<u>5.0</u>	<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.</u> <u>(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 or requests for dispensation.	
<u>6.0</u>	<u>To sign the minutes of the Council meeting on 15th January 2018 to stand as an accurate record of the meeting.</u>	
<u>6.1</u>	The minutes of the council meeting on 15 th January 2018 were signed as an accurate record of the meeting. Proposed Councillor Kate Trevitt , seconded Councillor Maggie Dunn, unanimous decision from those present.	
<u>7.0</u>	<u>Chairman's Report</u>	
<u>7.1</u>	Councillors Philip Reeve and Maggie Dunn had attended a meeting with Taylor Wimpey to discuss the North East development. Councillor Philip Reeve will circulate the power point.	PR
<u>7.2</u>	Commemorating the end of World War 1 will be discussed at March's meeting.	
<u>8.0</u>	<u>Items arising from January's Council meeting:</u>	
<u>8.1</u>	1. Councillor Philip Reeve has kindly removed the den and all the materials from Icepits Wood.	
<u>8.2</u>	2. Councillor Philip Reeve will attend the Gt Barton Community Woodland Group meeting to discuss the Memorandum of Understanding . Councillors Peter Fisk and Matthew Parker will then review.	
<u>8.3</u>	3. The Icepits Wood committee have completed a session in the wood to cut the ivy growing on trees adjacent to houses. Councillor Peter Fisk offered to finish this job.	
<u>8.4</u>	4. Quotes had been obtained to carry out the 3 year survey of the trees in Icepits Wood. It was decided to ask Gadd Brothers to carry out the survey in May.	LJH
<u>8.5</u>	5. Council decided that the annual tree inspection detailed in the Memorandum of Understanding will be removed.	
<u>9.0</u>	<u>Update on the Neighbourhood Plan</u>	
<u>9.1</u>	Councillors Philip Reeve and Nicky Crouch are chasing the grant invoices which need to be paid by 31/3/18.	
<u>9.2</u>	There was a discussion on extending Sheila Deere's contract to September 2018. This will be discussed at March's meeting.	LJH
<u>10.0</u>	<u>Updates on village projects:</u>	
<u>10.1</u>	(a) The School Lane/Downing Drive footpath is an ongoing project and will be continued when resources allow.	
<u>10.2</u>	(b) No progress has been made to resolve the issues of School Road carpark. The church has raised concerns regarding the parking. Letters were sent to residents asking for considerate use of the car park. Havebury confirmed they are in legal discussion with the developer of Forge Cottages, re the inferred right of way his development has created. On the overarching issue, the sale of the site, the parties would appear to be at a stalemate and Havebury have advised that unless parties are prepared to meet to discuss it will remain that way.	
<u>10.3</u>	(c) The Clerk had completed The Society of Local Council Clerk's webinar on the new General Data Protection Regulations and circulated it to all. There was a discussion on appointing a Data Protection Officer following a reduction in rates from the DPOCentre.	
<u>10.4</u>	(d) Mill Road footpath had already been discussed.	

<p>10.5</p>	<p>(e) The police had provided traffic data from a week in February for East Barton Road. Of the 4192 vehicles, 1674 were over the speed limit. They stated that the % of speeding vehicles is 0.7% above the level at which they would usually look to enforce with the camera team. The team will assess the site to see if it suitable for their community enforcement officers and may add it to the list for periodic attention. The area is not suitable for a safety camera van to be used. Councillor Matthew Parker will contact to confirm details. The data from the Vehicle Activated Sign on Cox Lane will be circulated.</p>		<p>MP</p>	
<p>11.0</p>	<p>Councillors Reports</p>			
<p>11.1</p>	<p>Councillor Kate Trevitt gave an update on her meeting with St Edmundsbury Borough Council regarding the overgrown copses on Hall Park Green. Although the brambles, nettles and thistles are dead, many of them have retained their summer height which allowed the expanse of this growth to be assessed. Mr Quilter offered to flail these to decimate last year's growth before Spring arrives. The grass cutters will be asked to cut a flowing line following the edge of the trees once the flailing has been done. Councillor Kate Trevitt will continue to monitor.</p>			
<p>11.2</p>	<p>Councillors Philip Reeve, Maggie Dunn and the Clerk had attended the Parish Forum whose minutes had been circulated.</p>			
<p>12.0</p>	<p>Planning Applications</p>			
<p>12.1</p>	<p>The offices at Mere Farm had been discussed under item 1. Councillors Peter Fisk and Philip Reeve will visit the following application:</p>			
<p>12.1</p>	<p>35 Conyers Way</p>	<p>DC/18/0233/TPO</p>		<p>1 Cedar – fell; (ii) 1 Willow tree – Re-pollard; (iii) Leylandii hedge – fell (iv) 1 Purple Plum – overall crown reduction by 20%</p>
<p>12.2</p>	<p>The Councillors will discuss the following application at a later date:</p>			
<p>12.2</p>	<p>Langwood, Fornham Road</p>	<p>DC/18/0164/HH</p>		<p>(i) Raise roof of existing bungalow to create first floor accommodation; (ii) erection of a 1½ storey rear extension and (iii) single storey side extension following demolition of existing rear and side extensions.</p>
<p>13.0</p>	<p><u>Council to sign the minutes of the planning meeting on Monday 5th February as an accurate record of the meeting and review the completed planning applications from St Edmundsbury Borough Council</u></p> <p>The minutes of the planning meeting on Monday 5th February were signed as an accurate record of the meeting. Proposed Councillor Maggie Dunn, seconded Councillor Kate Trevitt. Unanimous decision. The following applications had been approved by St Edmundsbury Borough Council:</p>			
<p>13.0</p>	<p>10 Downing Drive</p>	<p>DC/17/2536/HH</p>	<p>(i) Single storey rear extension (following demolition of existing conservatory) and (ii) first floor side extension over garage.</p>	
<p>13.0</p>	<p>1 Anglesey Place</p>	<p>DC/17/2601/HH</p>	<p>(i) single storey front extension (ii) conversion of garage into habitable space (iii) single storey rear extensions (iv) double garage and (v) summer house</p>	

14.0	<u>Council to consider changes to bank signatories and personnel committee members following the resignation of Eddie Gibson</u>																	
	The Council resolved to appoint Councillor Maggie Dunn as a bank signatory and to the personnel committee, to replace Eddie Gibson. Proposed Councillor Philip Reeve, seconded Councillor Kate Trevitt, unanimous decision.																	
15.0	<u>Playground Rota 2018</u>																	
	No volunteers came forward to be added to the playground inspection rota.																	
16.0	<u>Council to consider the proposed location for the easterly roundabout on the</u>																	
17.0	<u>A143, adjacent to the North East development by Berkeley Homes and Council to consider linkages to Gt Barton, that the new NE Development will provide and connect to/improve</u>																	
	Items 16 and 17 will be discussed at a meeting with Peter White from St Edmundsbury Borough Council.																	
18.0	<u>Suffolk County Council's Community Self Help Scheme survey (closes 20/3/18)</u>																	
	The transport team will complete this survey.	LJH																
19.0	<u>Registering Iceptits Wood and the allotment Site with Land Registry</u>																	
	Councillor Maggie Dunn has provided the map reference to Land Registry.																	
20.0	<u>Review of dog waste and litter bins</u>																	
	Councillor Kate Trevitt will arrange for Andrew Harvey from St Edmundsbury Borough Council to carry out a review. The main area that appears to have too many bins is the Village Hall Playing Field. This will be raised at the Village Hall Management Committee meeting.	LJH																
21.0	<u>Litter Pick 2018</u>																	
	A budget of £50 was proposed by Councillor Kate Trevitt and seconded by Councillor Nicky Crouch, for refreshments for the litter pick and village tidy.																	
	The Clerk will arrange the banner.																	
22.0	<u>Annual Parish Meeting 2018</u>																	
	The Mayor, Terry Clements, has been invited to give a talk. Councillor Rebecca Hopfensperger and Councillor Sarah Broughton will give an update.																	
23.0	<u>Confirming Printing Dates for newsletter</u>																	
	Councillor Kate Trevitt asked if the printing dates for the newsletter could be changed slightly to ensure Christmas events were publicised. The deadlines were agreed as Spring – 1 st February, Summer – 1 st May, Autumn – 1 st August and Winter – 1 st November. This will allow them to be delivered during weeks 2/3 of the following month.																	
24.0	<u>Finance</u>																	
24.1	<u>(a) Payment of Accounts</u>																	
	The Council resolved to pay the following accounts. Proposed Councillor Maggie Dunn, seconded Councillor Diana Boys, unanimous decision.																	
	<table border="1"> <thead> <tr> <th>Details</th> <th>Chq no</th> <th>TOTAL INVOICE</th> <th>RECLAIMED VAT</th> </tr> </thead> <tbody> <tr> <td>BT Village hall line</td> <td>D/D</td> <td>£ 56.97</td> <td>£ 9.49</td> </tr> <tr> <td>HMRC Paye and NI</td> <td>D/D</td> <td>£118.26</td> <td></td> </tr> <tr> <td>L J Harley Clerks salary</td> <td>1991</td> <td>£ 976.32</td> <td></td> </tr> </tbody> </table>	Details	Chq no	TOTAL INVOICE	RECLAIMED VAT	BT Village hall line	D/D	£ 56.97	£ 9.49	HMRC Paye and NI	D/D	£118.26		L J Harley Clerks salary	1991	£ 976.32		
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	S Deare Neighbourhood Plan Clerk	1992	£216		
	SLCC	1993	£133		
	SLCC Data Protection Webinar	1994	£ 36.00	£ 6.00	
	Vertas grass cutting	1995	£ 1,469.45	£244.91	
	John Ranson - repairs to notice board	1996	£68.41		
	Gt Barton Thanksgiving Fund - hall hire	1997	£20.00		
	Westcotec - Vehicle Activated Sign	1998	£3,960.00	£660	
	Nest pension February	D/D	£ 31.55		
	British Sugar - Neighbourhood Plan expenses	1999	£112.32	£19	
	Total		£ 7,054.41	£ 939.12	
	(b) The Clerk reported the following items:				
24.2	Bank balances at January 2018				
	Current A/C			£27,505.87	
	Bus Reserve			£60,381.31	
	TOTAL			£87,887.18	
	Other Credits received		£0		
	Business reserve account interest		£0		
	RESERVES	BALANCE			
	Small Projects	£17,929 - Earmarked: £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 £10,279			
	Neighbourhood Plan	£4406– Earmarked £72 extra hours Linda, £1,248 SD salary and a £150 for CAS technical help = £3,144			
	Neighbourhood Plan Grant	£7665			
Youth Project	£1,038				
General	£17,163 -Earmarked: £4,000 Housing Needs Survey, Total balance £13,163				
Allotments	£ 264 - Earmarked : £50 rent April 2018 Total balance £214				
Asset maintenance	£ 4,482				

	Asset acquisition	£7,556 (Earmarked : Community Speed Watch £1,007) Total balance £6,549
	Icepits Wood	£17,472 (earmarked : £15,000 pump track) Balance = £2,472
	Total reserves	£77,975
	<p>Accounts to end December 2017 are being sent to the internal auditor. Councillors reminded to update their register of members interest forms. The 2 items which have been earmarked reserves for over 5 years – Youth Project £1038 and School Road/Downing Drive link footpath £3,000 were brought to the attention of the Councillors.</p>	
24.3	c) The bank reconciliations had been checked. Risk assessments had been carried out including the weekly playground check and there was nothing new to report.	
24.4	d) Council resolved to ratify the decision to agree the professional services quote for the Mill Road crossing point (£1,370.57 paid for by Councillor Rebecca Hopfensperger) and to review the plans before accepting the construction estimate. Confirmation of joint funding from The Freedom Church had been received. Proposed Councillor Philip Reeve seconded Councillor Kate Trevitt unanimous decision.	
24.5	e) The Council resolved to increase the HMRC budget by £100 by transferring from the Employers National Insurance budget. Proposed Councillor Philip Reeve, seconded Councillor Kate Trevitt unanimous decision.	
24.6	f) The Council Ratified the order of a new grit bin for Bertuna Close. Proposed Councillor Philip Reeve, seconded Councillor Kate Trevitt unanimous decision. Councillor Philip Reeve will provide the invoice.	
24.7	g) Ratify order of large dog bin for Livermere Road/Conyers Way junction (if needed) – This item will be postponed under the review of all bins in the village by St Edmundsbury Borough Council.	
24.8	h) The Council resolved to purchase a new black ink cartridge for a member of the Neighbourhood Plan team - £15.43. Proposed Councillor Philip Reeve seconded Councillor Maggie Dunn unanimous decision.	
24.9	i) The Council Ratified the new bulb/repairs to Councillor Philip Reeve's projector which is used by the Parish Council. Proposed Councillor Kate Trevitt seconded Councillor Maggie Dunn unanimous decision.	
24.10	j) Council resolved to change their internal auditor to Trevor Brown. Proposed Councillor Philip Reeve seconded Councillor Kate Trevitt unanimous decision.	
24.11	k) Grant request from junior resident to attend International Scout Jamboree – The Clerk will look into the amount of previous grants for this purpose.	
25.0	<u>Correspondence</u> There were no further items of correspondence. The Clerk will circulate the chronology for the Mill Road crossing point.	
26.0	<u>Urgent Business</u> There was no urgent business.	

<u>27.0</u>	<u>Closing public session</u>	LJH
	No items were raised.	
<u>28.0</u>	<u>Date of next meeting</u>	
	The next Council meeting will be on Monday 19 th March 2018.	
	There being no further business the meeting finished at 10.25 pm.	
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	CHAIRMAN	
	Signed as confirmation that they are a true record.	

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