

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON  
MONDAY 18<sup>th</sup> JUNE 2018 COMMENCING AT 7.15 PM**

	<p><b>Members present: Councillors Philip Reeve, Maggie Dunn, Nicola Crouch, Peter Fisk, Kate Trevitt and Diana Boys.</b></p> <p><b>4 members of the public attended the meeting.</b></p>	
<b><u>1.0</u></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 were accepted from Councillor Matthew Parker.</p>	
<b><u>2.0</u></b>	<p><b><u>Open public session</u></b></p> <p>A resident gave an update on the issues with the drains flooding on Livermere Road. Councillor Rebecca Hopfensperger offered to chase this issue and a site visit may be arranged to confirm the drainage area and exchange knowledge. The drains should be jetted on an annual basis if on a cyclical programme.</p> <p>It was confirmed that HGVs with trackers, going to the West Suffolk Operational Hub will only use the appropriate roads.</p> <p>There was a discussion on whether the Fornham Road weight limit could have been temporary. Information is still awaited from Steve Merry at Suffolk County Council.</p>	
<b><u>3.0</u></b>	<p><b><u>To receive County Councillor's Report</u></b></p> <p>Councillor Rebecca Hopfensperger raised with cabinet members, Suffolk being the Greenest County, yet the potholes are a danger to cyclists.</p> <p>New legislation means that verge cutting requires a supporting vehicle following behind.</p> <p>A response regarding the cost of larger replacement gates on East Barton Road is still awaited.</p> <p>The Fornham Road junction assessment is waiting to be scheduled before the summer break.</p> <p>A complaint had been raised regarding the speed and volume of HGVs travelling on the A143/Fornham Road. Berkeley Homes are carrying out an assessment of this junction. Councillor Rebecca Hopfensperger and Councillor Philip Reeve will raise this with Sam Bye at Suffolk County Council Highways.</p>	RH RH
<b><u>4.0</u></b>	<p><b><u>To receive Borough Councillor's Report</u></b></p> <p>Councillor Sarah Broughton reported that she is still waiting for a date to meet and discuss the issues with drainage at the entrance to The Park.</p>	RH PR
<b><u>5.0</u></b>	<p><b><u>To receive members declarations of interest and requests for dispensation</u></b></p> <p>There were no declarations of interest or requests for dispensation.</p>	
<b><u>9.0</u></b>	<p><b><u>Item 9 brought forward:</u></b></p> <p>2 representatives from Pidgeon Developments attended the meeting. There was a discussion on the area covered by the Neighbourhood Plan and whether this should encompass the area South of the railway line, now in the Parish of Rougham and Rushbrooke. Councillors will discuss at the July meeting.</p>	SB
<b><u>6.0</u></b>	<p><b><u>To sign the minutes of the council meeting on Monday 21<sup>st</sup> May 2018</u></b></p> <p>The minutes of the Council meeting on 21<sup>st</sup> May 2018 were signed as an accurate record of the meeting. Proposed Councillor Kate Trevitt, seconded Councillor Maggie Dunn, unanimous decision.</p>	
<b><u>7.0</u></b>	<p><b><u>Chairman's Report</u></b></p> <p>Councillor Philip Reeve reported that the West Suffolk Operational Hub Community Liaison Group had met with the contractors and are monitoring the development. Councillor</p>	

	Philip Reeve will give a presentation on the construction details of the Hub to the Council meeting in July. Councillor Nicky Crouch raised her concerns regarding dirt and dust on the highway from the development site.	PR
	The Clerk will chase the costs and plans for the Mill Road crossing point, from Suffolk Highways. The Kier Safety Assessment will be re-circulated for discussion at July's meeting.	LJH LJH
<b>8.0</b>	<b><u>Items arising from May's Council meetings:</u></b>	
	(a) Councillor Maggie Dunn will report on her safeguarding course at the July meeting.	MD
<b>10.</b>	<b><u>Village matters updates:</u></b>	
<b>10.1</b>	(a) The replacement batteries or alternative power for the Radarlux Vehicle Activated Sign will be discussed at the July meeting. The new Westcotec Vehicle Activated Sign recorded 42,500 hits on Thurston Road, in a 5 week period, from one battery charge. 168 vehicles were recorded in the peak hour of 7-8am. Over 50% of vehicles exceed the speed limit, with a top speed of 75mph being recorded. Councillor Nicky Crouch asked if this information could be shared on the Neighbourhood Watch Facebook Page.	LJH
<b>10.2</b>	(b) <b>Commemorating the end of WW1</b> - Councillor Maggie Dunn confirmed that the land in Elms Close is owned by Havebury Housing and she is looking at grants to possibly purchase a 'ghost silhouette'. The Council asked the Clerk to obtain a quote for having the war memorial professionally cleaned.	LJH
<b>10.3</b>	(c) Councillor Philip Reeve will liaise with the Chairman of the Community Woodland Group regarding progressing the draft Memorandum of Understanding for Iceptits Wood.	PR
<b>10.4</b>	(d) Councillor Kate Trevitt had circulated a report with a list of the dog and litter bins in the village and suggestions for any that could be removed/amalgamated. St Edmundsbury Borough Council will charge the Parish Council for emptying bins in the future, hence this exercise. They also now recommend that all bins are for both dog waste and litter. This will be discussed at July's meeting.	KT
<b>10.5</b>	(e) Maintaining the WI garden around the village sign – Councillor Kate Trevitt will monitor this and there is no charge at present.	
<b>10.6</b>	(f) The Transport Committee will meet to discuss Suffolk County Council's Community Self Help Scheme in September, ready for the following spring.	LJH
<b>10.7</b>	(g) The footpaths in Iceptits Wood need maintenance. This will be reviewed by the committee.	LJH
<b>10.8</b>	(h) The subject of Fornham Road/A143 lorry noise has already been covered.	
<b>10.9</b>	(i) Suffolk Police have introduced 9 new roles for Police Officers within the force to work with local communities, through face to face meetings and social media. The Council agreed to book the new community policeman Paul Fox for the Annual Parish Meeting.	LJH
<b>10.10</b>	(j) A date was set for the 2019 litter pick for Saturday 27 <sup>th</sup> April. The Clerk will make the arrangements. Councillor Nicky Crouch left the meeting.	LJH
<b>11.0</b>	<b><u>Councillors Reports</u></b> There were no further reports.	
<b>12.0</b>	<b><u>Council to sign the minutes of the planning meeting on 11.06.2018 and review the completed planning applications</u></b> The minutes of the planning meeting on 11.06.18 were signed as an accurate record of	

13.0	<p>the meeting. Proposed Councillor Peter Fisk, seconded Councillor Maggie Dunn, unanimous decision.</p> <p>The following planning applications had been agreed by St Edmundsbury Borough Council:</p>			
	44 The Coppice	DC/18/0354/HH	(i) Two storey side extension and (ii) link extension to garage	
	Offices Mere Farm, Mere Farm Lane	DC/18/0490/FUL	Two storey side extension to form stairwell, creation of footpaths, insertion of window and minor changes to fenestration	
	Seaber Lodge, Pakenham Road	DC/18/0489/HH	(i) Additional Bay Window to Front Elevation and (ii) Additional Window to Side Elevation (part retrospective)	
	The Oakes, School Road	DC/18/0307/HH	Two storey side extension and part two storey, part single storey rear extension (following demolition of garage and single storey rear extension)	
	Arcadia, East Barton Road	DC/18/0606/HH	Conservatory to front elevation	
	2 Derby Place	DC/18/0597/HH	Replacement single storey pitched roof side extension (demolition of existing single storey flat roof extension)	
	7 Diomed Drive	DC/18/0598/HH	(i) two storey side extension (ii) first floor extension to front elevation (iii) 1no cart lodge in front garden	
	Fairoakes, Livermere Road	DC/18/0545/HH	(i) Single Storey rear extensions and (ii) Infill of covered area (amended design of DC/17/0508/HH)	
	The following application was refused:			
	Offices Mere Farm, Mere Farm Lane	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 (as amended by plans received 26.03.2018 which reduces the proposed residential development to roof top extension at second floor level to create 8 no. flats with associated vehicle, cycle parking and bin storage	
	<p><b><u>Changes to (a) The Council's 'Guide for Project Management' and the Terms of Reference for the Neighbourhood Plan working group and committee</u></b></p>			
	<p>a) Following recent changes to procurement regulations, the Guide for Project Management will be reviewed in September. The changes to the Terms of Reference for the Neighbourhood Plan working group and committee will be reviewed in July when Councillor Nicky Crouch is present.</p>			
<p>b) Councillor Philip Reeve will circulate his comments regarding the Council's 3 year objectives for discussion at July's meeting.</p>			PR	

**14.0****Finance – Council to consider:**

(a) Payment of Accounts were agreed by the Council, proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous decision.

Payee	Details	Total	VAT reclaimed
HMRC	PAYE & NICS	£114.21	
NEST	Pension contributions	£31.55	
L J Harley	Clerks salary/expenses	£1,005.56	£12.35
S Deare	Neighbourhood Plan Clerk salary/expenses	£217.50	
Kallkwik	Newsletter printing	£468.00	
M Dunn	Litter picking refreshments	£7.25	
Gt Barton Thanksgiving Fund	Neighbourhood Plan hall hire	£10.00	
St Edmundsbury Borough Council	Bin emptying	£90.48	
Total Spend June		£1,944.55	£12.35

b) All Councillors had been provided with details of the receipts and payments against budget, for the year to date. There were no questions.

c) **Financial Report from the RFO including reserves-** Bank balances at 31.05.2018:

Current A/C	£43,795.13
Bus Reserve	£60,390.98
<b>TOTAL</b>	<b>£104,186.11</b>

Credits received : £3,500 from Fornham St Martin Parish Council, which is their contribution towards the West Suffolk Operational Hub legal fees.

Details of reserves:

Small Projects	£20,288 - <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 Total balance £12,638
Neighbourhood Plan	£6,521 – Earmarked £30 extra hours Linda, £207 SD salary, £150 for CAS technical help & £1248 SD salary to Dec 2018 = Total balance £5095
Neighbourhood Plan Grant	£0
Youth Project	£1,038
General	£20,563

	Allotments	Nil	
	Asset maintenance	£ 4,482	
	Asset acquisition	£7,556 (Earmarked : Community Speed Watch £1,007) Total balance £6,549	
	Icepits Wood	£18,472 ( <b>earmarked</b> : £15,000 pump track) Balance = £3,472	
	Total reserves	£78,920	
	All amounts to nearest '£'		
	Members with responsibility for money were reminded to keep themselves informed of known risks and threats to money and new legislation.		
	Staff and Councillors are aware of the Data Protection and information security policy.		
	(d) Bank reconciliations were checked and agreed with bank statements. No new items were raised from the monthly risk assessments.		
	(e) The Council will consider which charity they wish to support this year, at July's meeting.		LJH
	(f) The Council resolved to increase the number of newsletters printed each quarter to 1,000 so that some can be left in the village hall. Proposed Councillor Kate Trevitt, seconded Councillor Philip Reeve, unanimous decision.		PR
	(g) The Council decided to keep the funds in the Youth Reserve for future projects. Councillor Diana Boys left the meeting.		
<b>15.0</b>	<b>Correspondence</b>		
<b>15.1</b>	Items of correspondence were circulated.		
<b>16.0</b>	<b>Urgent Business</b>		
<b>16.1</b>	Councillor Kate Trevitt will advise St Edmundsbury Borough Council that the nettles they flailed around the copse in Hall Park have now grown back, before further action to allow access to the wood, had been completed.		KT
<b>16.2</b>	The speed sign on the A143 has some letters not working. The Clerk will report to Suffolk County Council.		LJH
<b>16.3</b>	The Suffolk Minerals and Waste Consultation will be discussed in July.		LJH
<b>16.4</b>	The stones on the land owned by the Parish Council at Conyers Green, will be removed.		
<b>16.5</b>	We have been advised by Havebury Housing that negotiations to agree the future use/ownership of the School Road carpark have reached an impasse, with the parties unable to reach agreement and unresponsive to requests to meet to try to progress. The carpark will therefore remain in Havebury's ownership with no granted or assumed rights of way for any party. It is their intention to allow the car park to remain fully accessible for wider community use, with parking being on a first come first served basis. New signage will be erected in the next few weeks.		
<b>16.6</b>	St Edmundsbury Borough Council will remove the Oak tree on Maple Green which has a significant structural split to the main stem, going through the main union. Further failure of the tree is likely and remedial works to the tree are unlikely to offset this defect. The land is owned by the original developer, who was dissolved. St Edmundsbury Borough Council's legal department are trying to resolve the ownership issue by bringing the land within their		

<p><b><u>17.0</u></b></p> <p><b><u>18.0</u></b></p>	<p>ownership.</p> <p>There was a discussion on the bollards on the edge of the playing field, beside Cox Lane.</p> <p><b><u>Closing Public Session</u></b></p> <p>No further items were raised.</p> <p>There being no further business the meeting finished at 10.25 pm.</p> <p><b><u>Date of next meeting</u></b></p> <p>The next meeting will be on Monday 16<sup>th</sup> July at 7.30pm.</p> <p>.....Sign &amp; Date</p> <p>.....Print name.</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>	
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