

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 10TH JUNE 2019 COMMENCING AT 7.15 PM**

Item.	Councillor Maggie Dunn chaired the meeting along with Councillors Kate Trevitt, Peter Fisk, Matthew Parker, Nick Ellis and Philip Reeve.
1.0	<p><u>Chairman's welcome, reminder about the filming of meetings and to receive apologies for absence</u></p> <p>Councillor Maggie Dunn welcomed everyone to the meeting. Apologies for absence were accepted from Councillor Diana Boys.</p>	
2.0	<p><u>Open Public Session</u></p> <p>No items were raised.</p>	
3.0	<p><u>Report from Borough Councillor Rebecca Hopfensperger</u></p> <p>The Council raised the issue of the sporadic verge cutting in the village and that Mill Road had not been cut. The cuts will be completed in the next few weeks.</p> <p>Issues with flooding on Livermere Road have happened again. The works are included on the capital works programme but are not a priority as it does not involve internal flooding. East Barton Road speed limit is still in discussion.</p>	
4.0	<p><u>Report from Borough Councillor</u></p> <p>Councillor Sarah Broughton reported on the current consultation for the new pedestrian crossing location on the A143.</p> <p>The West Suffolk Operational Hub Customer Liaison Group have met. A possible new footpath to the hub for workers is being reviewed. Work on the hub is progressing well. A representative from West Suffolk Council is not available to attend the meeting to discuss the ownership of Maple Green.</p> <p>The brambles hanging into Livermere Road have been reported.</p> <p>Councillor Sarah Broughton is the portfolio holder for West Suffolk Council for resources. A walk around the village with Havebury Housing was suggested to view their properties. The clerk will arrange.</p>	LJH
5.0	<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></p>	
6.0	<p>There were no Declarations of Interest or requests for dispensation.</p> <p><u>To sign the minutes of the council meeting on Monday 13th May 2019 to stand as an accurate record and to review the draft minutes of the Annual Parish Meeting 2019</u></p> <p>Councillor Peter Fisk proposed the minutes from the council meeting on 13th May 2019 to stand as an accurate record of the meeting. This was seconded by Councillor Kate Trevitt. Unanimous decision. The Annual Parish Meeting minutes will be recirculated.</p>	LJH

7.0	FINANCE: Council to consider -					
7.1	Payment of Accounts – The Council resolved to pay the following accounts. Proposed Councillor Matthew Parker, seconded Councillor Kate Trevitt, unanimous decision.					
	PAYEE	DETAILS	CHQ NO.	INVOICE TOTAL	VAT	POWER TO PAY
	Vertas	Grass cutting	2087	£ 1,543.82	£ 257.30	Public Health Act 1875 s 164
	Earthwood Tree Co	Maintenance work in Icepits Wood - A143	2088	£ 2,092.00		Public Health Act 1875 s 164
	HMRC	PAYE/NICS	D/D	£ 133.08		*LGA 1972 s.112
	L J Harley	Clerk's salary	S/O	£ 951.35		LGA 1972 s.112
	NEST	Pension	D/D	£ 33.63		LGA 1972 s.112
	S Deare	Neighbourhood Plan Clerk salary	2089	£ 216.00		Localism Act 2011 Sch.9; Town and Country planning Act 190 s.61(F1)
	T Brown	Internal Audit	2090	£ 214.40		LGA 1972 s.112
	Gt Barton Thanksgiving Fund	Hall Hire for Neighbourhood Plan	2091	£ 20.00		Localism Act 2011 Sch.9; Town and Country planning Act 190 s.61(F1)
	J Ranson	Playground maintenance to climbing frame and swings	2092	£ 496.41		Public Health Act 1875 s 164
	Gt Barton Community Woodland Group	Grant for insurance	2093	£ 176.51		LGA 1972 s.137
	Kalkkwik	Newsletter printing	2094	£ 460.00		LGA 1972 s.142
	K Trevitt	Refund to Top Garden Services for Maintaining garden around village sign	2095	£ 27.00		Public Health Act 1875 s 164
	Highways Safety Management	A143 traffic management for Icepits Wood	2096	£ 1,008.00	£168.00	Public Health Act 1875 s 164

		maintenance work						
	Total Payments June			£7,372.20	£425.30			
	*Local Government Act							
<u>7.2</u>	(a)	The Financial report from the Responsible Financial Officer including details of bank balances, receipts, reserve budgets and spending against them, checking of the bank reconciliations and any items arising from risk assessments was approved by councillors.						
<u>7.3</u>	(b)	The Quarterly summary of all receipts and payments and spending against budgets were reviewed by Councillors. There were no questions.						
<u>7.4</u>	(c)	Cost and location of 'Take your litter home' signs designed by the children at the school – Councillor Philip Reeve will review the signs with a printer to see if they can be made brighter and bolder.						
<u>7.5</u>	(d)	Councillors had reviewed the internal audit report. No items had been raised.						P R
<u>7.6</u>	(e)	Councillors reviewed the amounts held in reserves and did not wish to make any changes at this time.						
<u>7.7</u>	(f)	Confirmation of support of this year's charity under s.137 LGA – the Council agreed to support East Anglian Air Ambulance as their chosen charity for this year.						LJH
<u>7.8</u>	(g)	Grass cutting Church Yard – the Council is currently in the 4 th year of a 4 year agreement with Vertas to cut the grass for the Holy Innocents Church. The powers in the Local Government Act 1894 prohibit Council's involvement in property relating to the affairs of the church e.g. maintenance or improvements to land or buildings or contributions to the cost. Advice from SALC is that as we have a contract in place it takes precedence over an uncertain interpretation that 1894 legislation imposes a restriction on a power included in the 1972 Act. Further legal guidance is awaited. The Council resolved to continue to contribute towards the grass cutting costs for the Holy Innocents Church until the present contract expires in 2020. Proposed Councillor Kate Trevitt, seconded Councillor Philip Reeve, 4 Councillors in favour, 1 against and 1 abstention. The clerk will contact Holy Innocents church.						LJH
<u>7.9</u>	(h)	Councillors agreed to purchase the latest copy of Local Council Administration at a cost of £105.00. Proposed Councillor Nick Ellis, seconded Councillor Philip Reeve unanimous decision.						
<u>7.10</u>	i)	Confirmation of payments to Earthwood Tree Company for maintenance work in Icepits Wood – the total cost for the maintenance work in Icepits Wood on the Eastern and A143 boundaries and removing the dead tree in the wood is £3642 plus Traffic Managements costs of £840 = VAT = £4482.00. This figure was approved by the Council, proposed Councillor Maggie Dunn, seconded Councillor Kate Trevitt, unanimous decision. The Council resolved to set up an account with Highways Safety Management with a limit of £2500 to pay for the traffic management on the A143. This enables the Council to reclaim the VAT of £168.00.						
		£1500 will be transferred from the small projects reserve to the Icepits Wood reserve to contribute to these payments.						LJH

7.11	j) Cost for use of Village Hall projector for planning meetings – West Suffolk Council no longer supply paper copies of planning applications. The Village Hall Management Committee are happy to let the Parish Council use their projector free of charge if the Parish Council will contribute to the replacements cost of the bulb. Councillors were happy with the arrangement.	
7.12	Councillors agreed to set up an account with Highways Safety Management with a credit limit of £2500 to allow for payments for traffic management to be made directly to HSM and VAT to be reclaimed. Proposed Councillor Maggie Dunn, seconded Councillor Kate Trevitt, unanimous decision.	
8.0	<p><u>Review of assets and insurance documents</u></p> <p>The annual review of the asset register against the insurance schedule was reviewed by Council and found to be in order. A query was raised as to whether the bus shelters came under ‘street furniture’ on the schedule.</p>	
9.0	<p><u>Chairman and Councillors reports</u></p> <p>Councillor Philip Reeve had attended a site visit at the West Suffolk Operational Hub. The last commercial entrance section will be finished in July. Once open West Suffolk Council will manage the hub. Once the hub is operational a footpath from Barton Hill, crossing the dual carriageway, will be investigated. Councillors unanimously agreed that Councillor Philip Reeve should continue in his role as part of the Community Liaison Group. Councillor Maggie Dunn will liaise with the primary school regarding workshops being run by Morgan Sindall.</p>	
10.0	<p><u>Planning applications</u></p> <p>There were no planning applications to discuss.</p>	
11.0	<p><u>Location of the new puffin crossing on The Street/A143</u></p> <p>Councillor Philip Reeve reported that an expert opinion had been given that the first option for the new puffin crossing, next to Forge Cottages, may not be further enough away from the Air Quality Monitoring site to notice an improvement. There was a discussion on school parking. The current pelican crossing is obsolete. The static VAS will be removed.</p>	
12.0	<p><u>Date of July Council and planning meetings</u></p> <p>The Parish Council meeting will be on 15th July, the planning meeting on 1st July.</p>	
13.0	<p><u>Confirmation of Chair as a member of Icepits Wood and Finance committee (in terms of reference)</u></p> <p>Councillor Maggie Dunn, as the Chair, is automatically a member of the Icepits Wood and Finance committees. This means the Icepits Wood committee is now quorate and a meeting will be arranged.</p>	
14.0	<p><u>Update on working party to look into Maple Green</u></p> <p>Following a discussion it was agreed that a Freedom of Information request would be sent to West Suffolk Council to find out if funds were allocated to them to look after the green.</p>	
15.0	<p><u>Update on village projects</u></p> <p>i) <u>Neighbourhood Plan</u> – the Neighbourhood Plan working group wish to lodge local heritage assets e.g. properties from the Bunbury Estate. Local green spaces will be registered including the buffer between Cattishall and The Severalls. The playing field will be registered as a ‘recreation area’ rather than a green space. The housing needs survey is being reviewed with Community Action Suffolk. A meeting is being arranged with St Joseph’s (the Braintree branch of Berkeley Homes) and West Suffolk Council in June. This will be followed by a public consultation in July, prior to the planning application being submitted.</p> <p>ii) <u>School Lane/Downing Drive link footpath</u> – There was no update.</p>	LJH

<u>16.0</u>	<p><u>Planning</u> The planning committee meeting minutes of 20th May and 3rd June were signed as an accurate record of the meeting. Proposed Councillor Maggie Dunn, seconded Councillor Kate Trevitt, unanimous decision.</p>	
<u>17.0</u>	<p><u>Correspondence</u> A resident had received correspondence relating to trees overhanging the A143 from Suffolk County Council.</p>	
<u>18.0</u>	<p><u>Items to be carried forward to the next meeting.</u> Councillor Peter Fisk will raise the issue of trimming the trees on Cox Lane with a tree surgeon. There were no volunteers to re-cement the wobbly VAS post on Fornham Road. The sign will be put up to register traffic coming from the direction of the West Suffolk Operational Hub. Councillor Kate Trevitt will review the Standing Orders and Financial Regulations. The updated GDPR documents will be circulated for adoption at July’s meeting. The Council agreed that they would like to express an interest in the piece of land adjacent to Icepits Wood, offered by Suffolk County Council and will discuss in July. The playground resurfacing works will take place at the end of July.</p> <p>There being no further business the meeting finished at 9.25 pm.</p> <p>.</p> <p>.....Sign & Date</p> <p>.....Print name.</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>	<p>PF</p> <p>KT LJH LJH</p>

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