

**MINUTES OF THE REMOTE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY  
21<sup>ST</sup> JUNE 2021 COMMENCING AT 7.15 PM**

<b><u>Item</u></b>	<p><b>Councillor Maggie Dunn chaired the remote Council meeting along with Councillors Matthew Parker, Peter Fisk, David Clarke, Gwyn James and Steve Todd.</b></p>													
	<p><b>Acting Clerk : Councillor Gwyn James.</b> <b>2 members of the public were present.</b></p>													
<b><u>1.0</u></b>	<p><b><u>Chairman’s welcome, reminder about the filming of meetings &amp; to receive apologies for absence</u></b></p>													
	<p>Councillor Maggie Dunn welcomed everyone to the meeting. Apologies for absence had been accepted from Councillors Declan Gallagher and Andy Baker. Apologies had been received from the Clerk following a family emergency.</p>													
	<p>This meeting is the first full face to face meeting of the Council since the pandemic</p>													
<b><u>2.0</u></b>	<p><b><u>To receive members declarations of interest</u></b></p>													
	<p>There were no declarations of interest or requests for dispensation.</p>													
<b><u>3.0</u></b>	<p><b><u>Open public session</u></b></p>													
	<p>A request was received from a resident for a bench by the allotments. This will be discussed at July’s meeting.</p> <p>Update on Livermere Road flooding – interim remedial work has temporarily alleviated the problem. This remedial work referred to the rodding through of the drains to clear a blockage caused by silt washing into the drain pipe through a crack in the pipe. The pipe has not been repaired and until such time as it is, silt will continue to enter the pipe again blocking the pipe. Councillor Hopfensperger said that she was pursuing the requirement to have the broken pipe replaced.</p>	LJH												
	<p>Resident raised concerns regarding noise from small aircraft flying from Rougham airfield. Councillor Maggie Dunn will look into this and there will be a further discussion at July’s meeting.</p>	MD												
<b><u>4.0</u></b>	<p><b><u>To receive County Councillors report</u></b></p>													
	<p>East Barton White Gates - Council has a new design that is taller. Councillor Hopfensperger will forward the design to us and send for review. The Bus Shelter on Livermere Road will be taken down on 09/07/2021. No date yet for the Mill Road tree work. Councillor Peter Fisk raised poor practice in recently planted trees, this will be followed up.</p>	RH												
<b><u>5.0</u></b>	<p><b><u>To receive Borough Councillors report</u></b></p>													
	<p>West Suffolk Council will vote on Gt Barton’s Neighbourhood Plan on 22/6/2021.</p>													
<b><u>6.0</u></b>	<p><b><u>To sign the minutes of the meeting on 4<sup>th</sup> May 2021 to stand as an accurate record</u></b></p>													
	<p>The Council resolved to sign the minutes of the Council meeting on 4<sup>th</sup> May 2021 as an accurate record. Proposed Councillor Maggie Dunn, seconded Councillor Steve Todd, unanimous decision.</p>													
<b><u>7.0</u></b>	<p><b><u>Council to sign the planning committee meeting minutes of 17<sup>th</sup> May and 14<sup>th</sup> June 2021 and to consider the completed planning applications from West Suffolk Council</u></b></p>													
	<p>Council resolved to accept the planning meeting minutes of 17<sup>th</sup> may and 14<sup>th</sup> June as an accurate record of the meetings. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision. Details of the planning application for Oak Ridge on Mill Road have been changed to ‘withdrawn’.</p>													
<b><u>8.0</u></b>	<p><b><u>FINANCE: Council to consider -</u></b></p> <p>(a) The Council resolved to pay the following accounts: Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker , unanimous decision.</p>													
	<table border="1" data-bbox="363 1912 1465 2000"> <thead> <tr> <th data-bbox="363 1912 544 1942">PAYEE</th> <th data-bbox="544 1912 884 1942">DETAILS</th> <th data-bbox="884 1912 979 1942">CHQ NO.</th> <th data-bbox="979 1912 1169 1942">INVOICE</th> <th data-bbox="1169 1912 1302 1942">VAT</th> <th data-bbox="1302 1912 1465 1942">*POWER TO PAY</th> </tr> </thead> <tbody> <tr> <td data-bbox="363 1942 544 2000"></td> <td data-bbox="544 1942 884 2000"></td> <td data-bbox="884 1942 979 2000"></td> <td data-bbox="979 1942 1169 2000"></td> <td data-bbox="1169 1942 1302 2000"></td> <td data-bbox="1302 1942 1465 2000"></td> </tr> </tbody> </table>	PAYEE	DETAILS	CHQ NO.	INVOICE	VAT	*POWER TO PAY							
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	<b>Payments from April 2021</b>					
West Suffolk Council	Litter and dog bin emptying in the village	D/D	£ 961.08			6
BT	Village Hall emergency telephone line	D/D	£ 82.47	£13.74		3
Suffolk County Council	Allotment Rent	D/D	£ 60.00			4
Suffolk County Council	Rent for land adjacent to Icepits Wood/A143	D/D	£ 50.00			5
	<b>Payments from June</b>					
L J Harley	Clerk's salary	S/O	£ 988.35			1
HMRC	PAYE and NICS payments	D/D	£ 62.70			1
NEST	Clerk's pension payments	D/D	£ 35.49			1
L J Harley	Expenses	2209	£ 128.12	£ 16.71		3
Parish On-Line	Mapping Service	2210	£ 180.00	£ 30.00		3
C Veal	Maintenance around the village sign	2211	£ 30.00			5
S Todd	Book Exchange' signs for telephone box	2212	£ 55.00			3
St Nicholas' Hospice	Donation	2213	£ 240.00			2
Trevor Brown	Internal Auditor	2214	£ 210.00			3
SALC	Training new Councillors	2215	£ 180.00	£ 30.00		3
P Reeve	Collecting Neighbourhood Plan brochures	2216	£ 18.00			3
Cancelled cheque	Cancelled cheque	2217				
Freedom Church	Grant	2218	£ 1,544.00			2
Community Woodland Group	Grant - amount to be confirmed at July meeting	2219	£316.51			2
Church Institute	Hall Hire 15/5 and 14/6	2220	£ 30.00			3
Vertas Group Ltd	Grass cutting 1/4/21 - 30/6/21	2221	£ 768.12	£ 128.02		5

<b>Total payments June</b>			<b>£</b> <b>4,786.29</b>	<b>£</b> <b>204.73</b>	
*Power to pay:					
1 Local Government Act 1972 S.112					
2 Local Government Act 1972 s.137					
3 Local Government Act 1972 S.111					
4 Small Holdings and Allotments Act 1908 ss.23,25					
5 Public Health Act 1875 s.164					
6 Litter Act 1983 ss 5-6					
b) Financial report from the Responsible Financial Officer including details of reserve budgets and spending against them, checking of monthly bank reconciliations (Financial Regulations 2.2 quarterly check of bank reconciliation by a member who is not a bank signatory or the Chair) and any items arising from risk assessments. There were no questions.					
Bank balances as at 31/5/21:					
Current A/C		£67,123.98			
Bus Reserve		£45,622.60			
Total		£112,746.58			
Items paid/owed from newsletter		£0			
Other Credits received		£33,693 Precept			
Business reserve account interest		£0			
Payments made under S137		£240 St Nicholas Hospice £1522 Freedom Church £316.51 Community Woodland Group – to be confirmed at July meeting.			
Transfers between accounts		£0			
Reserves:					
<b>RESERVES</b>	<b>BALANCE</b>	<b>NET AMOUNT SPENT YTD 2021-22 Financial year</b>			
Small Projects	£16,640.06 Earmarked: £3,800 School Lane footpath (which includes £300 for re-planting), £1000 towards cleaning war memorial, £55 maintenance of garden under village sign Dog/waste bins £850 Total earmarks £5,705	£4,330			
Neighbourhood Plan	£3,736	£122			
Youth Project	£938	£0			
General	£20,563	£0			

Allotments	-£60	£60	
Asset maintenance	£ 8041 (Earmarked £1092 basket ball surface maintenance)	£0	
Asset acquisition	£13,160 (Earmarked : Community Speed Watch £1,007)	£0	
Icepits Wood	£10,791	£0	
S106 Funds	£14,676	£0	
Total reserves	£88,485	£4,512 (Amount spent from reserves in financial year 2021/22)	
<b>9.0</b>	<p>Councillor Steve Todd and the Clerk had carried out a review of the items at the playground that need looking into. Councillor Steve Todd will skirt back the grass growing through the matting and see if he can fill the bench by the double gates which is split, ST will also clean the signs. A notice with the contact details for Councillor Steve Todd and the Clerk has been posted outside the Village Hall. The following actions are being looked into: Bolt cover needs replacing on Little Hamlet which Philip has.</p> <p>The rotating log needs a replacement plug - Steve looking to see if he can fix.</p> <p>The matting by the climbing frame needs repositioning (trip hassard).</p> <p>Bin by the playground – the door won't shut. Reported to Village Hall.</p> <p>Little Hamlet – loose fixings at top of cargo net – Steve seeing if he can tighten.</p> <p>Councillors were reminded to update their register of interest forms.</p> <p>Councillors reminded to let the Clerk know if they receive any gifts of hospitality.</p> <p>(c) Council considered the internal audit report – no recommendations were made by the internal auditor.</p> <p>(d) Gt Barton Community Woodland Group request for grant to cover their insurance and the cost of a woodchipper. Clarification will be sort on the request to cover the cost of the woodchipper. Councillor Maggie Dunn gave details of a grant that will be requested by the primary school for a gardening project including a green house. This will be discussed at the July meeting.</p> <p>(e) Transferring the remaining funds from the Neighbourhood Plan into the General Reserve. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.</p> <p>(f) Continue subscription to Parish-on-line £180 per year. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.</p> <p>(g) Clerk to purchase ergonomic mouse (£10.81) and new set of headphones £19.99). Proposed Councillor Maggie Dunn, seconded Councillor Gwyn James, unanimous decision.</p> <p><b><u>Council to consider updated risk assessment for using the Village Hall and NHS Track and Trace Privacy Statement.</u></b></p>		LJH /SD
			LJH
			LJH

	Council resolved to update the risk assessment for using the village hall and adopt the NHS Track and Trace Privacy Statement. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.	
<b><u>10.</u></b>	<b><u>Chairman and Councillors reports</u></b>	
<b><u>11.0</u></b>	Work on the School Lane/Downing Drive link footpath is now underway. <b><u>Update on Village projects</u></b> : (i) Ownership of land at Mission Church, Conyers Green – Historically there were 2 Chapels on Conyers Green, one Anglican and one Baptist. Councillor Maggie Dunn will continue to look into the land ownership issue. (ii) Bertuna Close and S106 restrictions – Clerk to look into how many residents have links to Gt Barton (iii) An update on the re-opening of Livermere Road telephone box book exchange was given by Councillor Steve Todd. Steve and a resident will manage the book donations. (iv) Consider location of new waste/dog bins on grassed area outside Holy Innocents Church and on Mill Road bridleway following feedback from West Suffolk Council – Council confirmed dog bins to be installed by Holy Innocents Church and by the entrance to Vicarage Farm Lane. (v) Status of Maple Green and the continued upkeep were discussed. The Parish Council did not wish to purchase the land and take on the continued maintenance costs. Maple Green is designated as a ‘green space’ in Gt Barton’s Neighbourhood Plan and it was felt that: the risk of unauthorised encampments was low ; that Suffolk County Council would deal with any evictions if the situation were to arise and that there was limited support from residents. Councillor Matthew Parker will summarise the council’s position and reasoning for communication to residents (vi) Council’s 3 year objectives need updating – Councillors to consider for July meeting (vii) The Grant for the School has already been discussed. (viii) Green Lane footpath re-routing – no news yet (ix) Edging around the basket ball surface will be replaced (x) war memorial grant – items (x) and (xi) and (xii) postponed following the resignation of Philip Reeve (xi) Radarlux speed sign (xii) Repairs to playground Little Hamlet anchor cover (xiii) Gt Barton’s Neighbourhood Plan is being considered by West Suffolk Council. Once made it will be formally ncluded in the development plan for west Suffolk. (xiv) Gt Barton have been chosen to be part of the pilot for the Automatic Number Plate Recognition speed camera (xv) Triangle development – a further meeting will be arranged with Suffolk County Council. (xvi) NE Development – the Council have responded to the latest planning application (xvii) Defensive planting on Conyers Green – Councillor Gwyn James to source 3 Laurel bushes.	LJH
<b><u>12.0</u></b>	<b><u>Council’s response to Suffolk County Council’s boundary consultation</u></b>	
<b><u>13.0</u></b>	Gt Barton Parish Council have objected to the boundary consultation’s recommendations for geographical reasons and the working relationship with the Fornhams.	
<b><u>14.0</u></b>	<b><u>Councillor’s responsibilities for 2021-22:</u></b> the following volunteers were noted: Footpaths (Councillor Andy Baker and Councillor Matthew Parker); traffic and speeding; maintenance of assets (S Todd); Livermere Road telephone box book exchange (Councillor Steve Todd); cyber security (G James) ; Ixworth surgery Patients Participation Group (No volunteer).	LJH
<b><u>15.0</u></b>	<b><u>Finance committee</u></b>	
<b><u>16.0</u></b>	Councillors Gwyn James and David Clarke volunteered to join the Finance Committee. <b><u>Council to consider setting up a working group to protect trees in the village</u></b>	
<b><u>17.0</u></b>	Councillor Gwyn James to set up a study. <b><u>Council to consider setting up a newsletter working group</u></b> Carried forward to July’s meeting.	G J LJH

<p><b><u>18.0</u></b></p>	<p><b><u>Council to consider large scale developments in the village and the expertise required to respond to planning applications</u></b></p>	<p>LJH</p>
<p><b><u>19.0</u></b></p>	<p>This item will be carried forward to July's meeting</p>	<p>LJH</p>
<p><b><u>20.0</u></b></p>	<p><b><u>New Councillors to sign Dignity at Work policy</u></b></p>	<p>LJH</p>
<p><b><u>21.0</u></b></p>	<p>Carried forward to July meeting.</p>	<p></p>
<p><b><u>22.0</u></b></p>	<p><b><u>Correspondence received</u></b></p>	<p></p>
<p><b><u>23.0</u></b></p>	<p>There were no further items of correspondence.</p>	<p></p>
<p><b><u>24.0</u></b></p>	<p><b><u>Items to be carried forward to next meeting</u></b></p>	<p></p>
<p><b><u>25.0</u></b></p>	<p>No further items were raised.</p>	<p></p>
<p><b><u>26.0</u></b></p>	<p><b><u>Closing public session</u></b></p>	<p></p>
<p><b><u>27.0</u></b></p>	<p>No further items were raised.</p>	<p></p>
<p><b><u>28.0</u></b></p>	<p><b><u>Date of next meeting</u></b></p>	<p></p>
<p><b><u>29.0</u></b></p>	<p>The next meeting will be held on Monday 19<sup>th</sup> July 2021.</p>	<p></p>
<p><b><u>30.0</u></b></p>	<p>There being no further business the meeting finished at 9.15 pm.</p>	<p></p>
<p><b><u>31.0</u></b></p>	<p>.....Sign &amp; Date</p>	<p></p>
<p><b><u>32.0</u></b></p>	<p>.....Print name</p>	<p></p>
<p><b><u>33.0</u></b></p>	<p>CHAIRMAN</p>	<p></p>
<p><b><u>34.0</u></b></p>	<p>Signed as confirmation that they are a true record.</p>	<p></p>

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