

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY 11th
OCTOBER 2021 COMMENCING AT 7.15 PM**

<u>Item</u>	Councillor Maggie Dunn chaired the Council meeting along with Councillors Matthew Parker, Peter Fisk, Gwyn James, David Clarke and Steve Todd.	
	1 member of the public was present.	
<u>1.0</u>	<u>Chairman's welcome, reminder about the filming of meetings & to receive apologies for absence</u>	
	Councillor Maggie Dunn welcomed everyone to the meeting and reminded everyone present that the meeting may be recorded.	
<u>2.0</u>	<u>To receive members declarations of interest</u>	
	There were no declarations of interest or requests for dispensation.	
<u>3.0</u>	<u>Open public session</u>	
	The Council's reserve figures have gone down by £4,500 to £81,910 since October 2020. The drain outside the village hall is flooding again. Councillor Rebecca Hopfensperger will be advised.	RH
<u>4.0</u>	<u>To receive County Councillors report</u>	
	Councillor Rebecca Hopfensperger had sent her apologies.	
<u>5.0</u>	<u>To received Borough Councillors Report</u>	
	Councillor Sarah Broughton had sent her apologies.	
<u>6.0</u>	<u>To sign the minutes of the meeting on 20th September 2021 to stand as an accurate record</u>	
	The Council resolved to sign the minutes of their meeting on 20 th September 2021 as an accurate record. Proposed Councillor Gwyn James, seconded Councillor Matthew Parker unanimous decision.	
<u>7.0</u>	<u>To review the actions list from September's meeting.</u>	
	(a) A site visit to review the maintenance of the basketball surface has been arranged for 13/10/2021 with Vertas and Councillors Maggie Dunn and David Clarke.	
	(b) The Clerk is investigating the procedure for applying for a house on Bertuna Close to try to find out the local connections for existing tenants. Once bidding closes on a property, residents are asked to evidence the 'local connection'. Does West Suffolk Council or the Housing Association complete this part of the process?	LJH
	(c) West Suffolk Council have advised that a site meeting cannot be arranged for the prospective re-routing of the Green Lane footpath, until applications have been received from the landowners. Councillor Maggie Dunn will investigate.	MD
	(d) A request for a bench near to the allotments on Green Lane has been passed to the landowner County Farms.	LJH
	(e) Measurements for the height of the step into the wooden bus shelter and distance from the footpath have been sent to Suffolk County Council who will advise whether it would be possible to install a ramp. The kickboard is rotten and the shelter needs rubbing down and re-staining. The Clerk will obtain a quote for the work.	LJH
	(f) Cost of Councillors using designated email addresses – the website provider has quoted £265 pa for 10 emails and registering a domain name. The Clerk will investigate other options.	
	(g) A planting scheme for the area next to the School Road/Downing Drive link footpath was decided on. Councillor Gwyn James will purchase the plants.	GJ
	(h) The Clerk will contact an electrician to investigate powering the Radarlux speed sign	LJH
	(i) The Clerk will confirm if the Christmas Tree festival is taking place this year.	LJH
	(j) A meeting to discuss further arrangements for the Christmas lunch for vulnerable residents will take place on 13/10/21. New tenants take over the Bunbury Arms Public House in November and until that time, no prices are available.	

	<p>(k) Councillor Steve Todd will look into funding for new playground equipment and write an article for the newsletter asking for resident's comments. Councillor Maggie Dunn will approach the Village Hall Management Committee for some extra land. All Councillors agreed to move forward with this project. Match funding was discussed but in the first instance, full funding will be sought.</p> <p>(l) Once the new Vicar has settled in, a meeting will be arranged to discuss The Messenger magazine.</p> <p>(m) Councillor Maggie Dunn will look at the cost of a memorial picnic bench for Kate Trevitt. The Village Hall Management Committee have agreed to this being sited next to the playground.</p>	MD			
8.0	<p>Council to consider the following planning application:</p>				
	<table border="1"> <tr> <td data-bbox="373 591 735 761">1 Barton Place Cottages, East Barton Road</td> <td data-bbox="735 591 1098 761">a. single storey rear extension (Following demolition of existing extension) b. decking area to rear</td> <td data-bbox="1098 591 1465 761">DC/21/1872/HH</td> </tr> </table>	1 Barton Place Cottages, East Barton Road	a. single storey rear extension (Following demolition of existing extension) b. decking area to rear	DC/21/1872/HH	
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	<p>The Parish Council supported this application. Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision.</p>				
	<p>Councillors will look into the following application:</p>				
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	<p>(ii) Councillors considered the planning applications approved by West Suffolk Council.</p>				
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	<p>There were no questions.</p>				
9.0	<p>Update on meeting with West Suffolk Council regarding the new local plan</p>				
	<p>The local plan evidence base is being produced and will be uploaded onto the West Suffolk website as it becomes available. The strategic policies are being worked up and the plan will go through the committee process in January 2022 ahead of the consultation. The Gt Barton Neighbourhood Plan group can then assess the plan against the strategic policies to see if there has been any change. There is a long list of sites in the Strategic Housing Economic Land Availability Assessment (SHELAA) which the council uses to select sites for allocation in the local plan. West Suffolk Council are satisfied that GB have met the housing requirement in the neighbourhood plan and that no further sites/housing numbers will be allocated in the village.</p>				
10.0	<p>FINANCE: Council to consider –</p>				
	<p>(a) The Council resolved to pay the following accounts: Proposed Councillor Matthew Parker, seconded Councillor Gwyn James, unanimous decision.</p>				

PAYEE	DETAILS	CHQ NO.	INVOICE	VAT	*POWER TO PAY
Payments from September					
Holy Innocents church	Contribution towards insurance	2231	£ 2,600.00		2
Came and Company Insurance	Parish Council's insurance	2232	£ 1,536.81		3
ICO	Membership (Data Protection)	D/D	£ 35.00		3
Total additional payments September			£4,171.81	£0	
Payments from October					
L J Harley	Clerk's salary	S/0	£ 988.35		1
HMRC	PAYE and NICS payments	D/D	£ 62.70		1
NEST	Clerk's pension payments	D/D	£ 35.49		1
Gt Barton Primary Academy	Grant for greenhouse	2233	£ 689.00		2
Vertas Group Ltd	Grass cutting Village Hall Playing Field	2234	£ 768.12	£ 128.02	3
TBS	Hire of Rough Mower for Icepits Wood paths	2235	£ 60.00	£ 10.00	3
PKF Littlejohn LLP **	External Auditor	2236	£ 240.00	£ 40.00	3
Total Payments October			£ 2,843.66	£ 178.02	

*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 Public Health Act 1980 ss.43, 50

b) Financial report from the Responsible Financial Officer including details of reserve budgets and spending against them had been circulated. There were no items arising from risk assessments and there were no questions.

Bank balances as at 30/9/21:

Current A/C	£98,365.61
Bus Reserve	NIL
Total	£98,365.61

Items paid/owed from newsletter	£0
Other Credits received	£2,102.25 VAT refund
Business reserve account interest	£0
Payments made under S137	£689 grant to school. Total payments for year £5,389.51. This power is capped at £8.32 per elector.
Transfers between accounts	£45,624.86 – to C/A and Business Reserve Account then closed.

Reserves:

RESERVES	BALANCE	NET AMOUNT SPENT YTD 2021-22 Financial year
Small Projects	£13,791 Earmarked: £300 School Lane footpath re-planting, £1200 towards cleaning war memorial, £55 maintenance of garden under village sign Dog/waste bins £850, Anchor cover for Little Hamlet Total earmarks £2,605	£10,915 (credit £3736 from Neighbourhood Plan reserve)
Neighbourhood Plan	Closed	£122
Youth Project	£938	£0
General	£20,563	£0
Allotments	NIL	£60
Asset maintenance	£ 8041 (Earmarked £1092 basket ball surface maintenance)	£0
Asset acquisition	£13,160 (Earmarked : Community Speed Watch £1,007)	£0

	Icepits Wood	£10,741	£50
	S106 Funds	£14,676	£0
	Total reserves	£81,910	£11,147 (Amount spent from reserves in financial year 2021/22)
<u>10.3</u>	(c) The Council was unable to allocate a budget for the Christmas lunch as the booking has not been confirmed. New tenants take over the public house in November.		
<u>10.4</u>	(d) Councillor Matthew Parker proposed to cover the cost of the hire of a rotary mower to cut the paths in Icepits Wood. Seconded Councillor Peter Fisk, unanimous decision.		
<u>10.5</u>	(e) The costs for a designated Parish Council email are being researched.		
<u>10.6</u>	(f) The Village Hall Management Committee has agreed that a memorial picnic bench for Kate Trevitt can be put outside the playground. Councillor Maggie Dunn will provide some costs for the November meeting.		
<u>11.0</u>	<u>Chairman and Councillors reports</u>		
	There were no further reports.		
<u>12.0</u>	<u>Improvements to the playground</u>		
	This item has already been discussed.		
<u>13.0</u>	<u>Update on Tree Project</u>		
	Councillor Gwyn James is continuing to work on the project to identify significant trees in the village. West Suffolk Council had provided maps of the TPO's in the village. Councillors were asked to send any local knowledge to Gwyn. This will be discussed again at January's meeting.		
<u>14.0</u>	<u>Update on Village projects</u> : (i) The Livermere Road Telephone Box Library is now open and the Council is not accepting any more books as they have a good stock.		
	(ii) The presentation of the memorial plaque on Conyers Green was very well attended. Councillor Steve Todd will provide information on the grass cutting of Conyers Green.		
<u>15.0</u>	<u>Updating Council's 3 year objectives</u>		
	The Council carried out a review of their 3 year objectives with the top 6 items being a priority:		
	Improving communication between residents and the Parish Council – (what do they want from the Parish Council?), Improving the newsletter, updating the website		
	Footpaths/bridleways/cycle routes; Re-instating those not on the definitive map Map of walks/runs/cycle paths in the village and to adjoining villages* Signage		
	Work with Suffolk County Council /Barley Homes and other partners to create a successful master plan for the development of the triangle - Creating a village centre		
	Youth development ideas		
	Speed control on the A143 and in the village (Comment – and Mill Road)		
	Work with Suffolk County Council/Berkeley Homes and other partners to ensure the best possible outcome for 'Barton Severals' which is a ward of Gt Barton. (Comment: I would add to this that it is more important to Work with Suffolk County Council /Berkeley Homes to mitigate potential negative impacts on the village such as rat runs.)		

MD

ST

	<p>Councillors will provide their views on these items and how they can be progressed to Councillor Maggie Dunn</p> <p><u>16.0</u> <u>Consider Council’s General Data Protection Policies</u> This item will be carried forward to November’s meeting.</p> <p><u>17.0</u> <u>Suffolk County Council’s footpath cutting schedule</u> Councillor Maggie Dunn will review the map and link it into the Parish Council’s objectives.</p> <p><u>18.0</u> <u>Update on the Ixworth Traffic Task Force</u> No Update had been received.</p> <p><u>19.0</u> <u>Dog fouling issues on East Barton Road</u> Councillor Maggie Dunn will include this concern in her article for the newsletter.</p> <p><u>20.0</u> <u>Correspondence received</u> There were no further items of correspondence.</p> <p><u>21.0</u> <u>Items to be carried forward to next meeting</u> There was a discussion on whether deeds still needed to be kept with a solicitor. The Clerk will look into this.</p> <p><u>22.0</u> <u>Closing public session</u> The Council will look at a digital edition of the newsletter once a permanent editor is appointed. The dead tree in the tunnel needs to be removed. The Clerk will chase Rights of Way. The Clerk will contact arboriculturalist’s to look at the dead tree overhanging the bridleway in Icepits Wood.</p> <p><u>23.0</u> <u>Date of next meeting</u> The next meeting will be held on Monday 15th November 2021.</p> <p>There being no further business the meeting finished at 9.35 pm.</p> <p>.....Sign & Date</p> <p>.....Print name</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>	<p>MD</p> <p>LH</p> <p>MD</p> <p>MD</p> <p>MD</p> <p>LH</p> <p>LH</p> <p>LH</p> <p>LH</p>
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