

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY 21st
FEBRUARY 2022 COMMENCING AT 7.30 PM**

<u>Item</u>	Councillor Maggie Dunn chaired the Council meeting along with Councillors Peter Fisk, Matthew Parker, Gwyn James and Steve Todd.	
<u>1.0</u>	<p>6 members of the public were present.</p> <p><u>Chairman’s welcome, reminder about the filming of meetings & to receive apologies for absence</u></p> <p>Councillor Maggie Dunn welcomed everyone to the meeting and reminded everyone present that the meeting may be recorded. Apologies for absence had been received from Councillors David Clarke and Andy Baker.</p>	
<u>2.0</u>	<p><u>To receive members declarations of interest</u></p> <p>There were no declarations of interest or requests for dispensation.</p>	
<u>3.0</u>	<p><u>Open public session</u></p>	
<u>16.0</u>	<p>Item 16 relating to the ownership of Maple Green and the link between School Lane and Downing Drive was brought forward to allow members of the public to participate in the discussion. Maple Green, which is noted as an ‘open space’ in the Neighbourhood Plan, has been purchased from The Crown Estates by Maple Green Management Company Ltd (MGMCL). The Parish Council had previously agreed that they did not wish to purchase the green, as with the adoption of the Neighbourhood Plan, the open space is protected from development. Maintenance is currently provided by West Suffolk Council and the Parish Council did not wish to add this cost to the village precept. There was a discussion on whether the Parish Council wished to take ownership of the area described as ‘The Link’, between Downing Drive and School Lane. Councillors reiterated that it would serve no purpose for the Council to purchase this piece of land. This area includes sections of footpath and some large trees. The Parish Council confirmed that they were happy to maintain the section of the footpath which was constructed in 2021 and the area adjacent to it. The director of the Maple Green Management Company Ltd, intimated that the footpath may be blockaded if the Parish Council does not take ownership of the land. When it was suggested that would not be possible as it is an established right of way the director stated that that is not the case, no established right of way existed.</p> <p>The MCMCL will send some proposals to the Parish Council for discussion at March’s meeting. No resolution was made on this matter at this time.</p>	
<u>3.1</u>	<p>A tree has fallen across the Right of Way know locally as The Tunnel, between The Park and The Coppice, damaging a fence. This has been reported.</p>	LH
<u>4.0</u>	<p><u>To receive County Councillors report</u></p> <p>Councillor Rebecca Hopfensperger had sent her apologies. Work is scheduled to be carried out on the broken pipe at Livermere Road in May. A request has been made for the pipe to be re-jetted which may help to alleviate the problem until then. Highways site visit has been arranged for March and will include a walk around the village to look at all the issues.</p>	SB
<u>5.0</u>	<p><u>To received Borough Councillors Report</u></p> <p>Councillor Sarah Broughton reported that West Suffolk Council are considering their budget for the following financial year. The carbon neutral fund will receive £9m. They wish to work with Parish Council’s going forward. Councillor Broughton will review the planning permission for Rougham Airfield.</p> <p>Both Councillors Sarah Broughton and Rebecca Hopfensperger have donated £900 to Gt Barton’s Jubilee fund. Councillor Sarah Broughton has also purchased a bench for the path adjacent to the allotments from her locality budget.</p>	
<u>6.0</u>	<p><u>Planning applications</u></p> <p>The Council supported the following planning applications:</p>	

	Winslade, The Park	DC/22/0122/FUL	1 dwelling (following demolition of existing dwelling and outbuildings)
	Vicarage grove, The Park	DC/22/0157/HH	(a) Porch extension (b) Recladding (c) Single storey in-fill extension
	Hedgerows, School Road	DC/22/0167/HH	1 garage following demolition of existing garage
7.0	Proposed Councillor Maggie Dunn, seconded Councillor Matthew Parker, unanimous decision except for Vicarage Grove, where Councillor Gwyn James abstained.		
7.0	<u>To sign the minutes of the Council meeting on Monday 17th January 2022 to stand as an accurate record of the meeting</u>		
	Councillor Maggie Dunn proposed acceptance of the minutes of the Council meeting on 17 th January 2022 to stand as an accurate record of the meeting. Seconded Councillor Gwyn James, unanimous decision.		
8.0	<u>To Review the actions list</u>		
8.1	Actions list: M Dunn – The request for extra land to extend the playground will be raised at the next Village Hall meeting; Reviewing the footpath cutting map will be carried forward; There has been no response from the Post Office regarding keeping the heritage letter box; Residents will be contacted regarding the position of the Laurel bush, protecting the corner of Conyers Green.		
8.2	Clerk – A bench will be sited by the footpath next to the allotments funded from Councillor Sarah Broughton’s locality budget; the village litter pick on 2 nd April has been organised.		
9.0	<u>Planning – (i) Council to sign the planning committee meeting minutes of 7th February 2022 as an accurate record of the meeting (ii) Council to consider the completed planning applications from West Suffolk Council</u>		
9.1	(i) The planning committee meeting minutes of 7/2/22 were signed as an accurate record of the meeting. Proposed Councillor Maggie Dunn, seconded Councillor Peter Fisk, unanimous decision from those present.		
9.2	(ii) A list of completed planning applications had been circulated. West Suffolk Council had agreed the following applications:		
	Sherbourne House, Livermere Road	DC/21/2391/TPO	1 Ash overall crown reduction by up to 15 metres
	Rose View, The Street	DC/21/2289/HH	Single storey side and rear extension following demolition of existing garage
	Turret Lodge, The Park	DC/21/2079/HH	Single storey side extension
	Laurels, Fornham Road	DC/21/2301/HH	a. 1.5 storey front extension; b. 1.5 storey rear and side extensions (following demolition of existing conservatory); c. conversion of loft to habitable space with one rear dormer; d. three roof lights to front elevation
	Pheasant House, Mill Road	DC/21/2437/HH	Detached 3 bay garage with additional residential accommodation above (following demolition of existing building)
	The following application had been withdrawn:		
	Oakridge, Mill Road	DC/21/1498/FUL	1 dwelling (following demolition of existing bungalow)
10.0	<u>FINANCE: Council to consider –</u>		

10.1	(a) Councillor Gwyn James proposed accepting the Internet Banking Risk Assessment document. Seconded Councillor Steve Todd, unanimous decision.																																																												
10.2	(b) The Council resolved to pay the following accounts: Proposed Councillor Gwyn James, seconded Councillor Maggie Dunn, unanimous decision. Payments are now being made on-line where possible.																																																												
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10.3	c) The 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.																																																												
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Transfer from current to savings account at Unity Trust		£65,000	
RESERVES	BALANCE	NET AMOUNT SPENT YTD 2021-22 Financial year	
Small Projects	£11,745 Earmarked: £300 School Lane footpath re-planting, £10 maintenance of garden under village sign Dog/waste bins £850, Anchor cover for Little Hamlet Total earmarks £1,360	£12,961 (credit £3736 from Neighbourhood Plan reserve)	
Youth Project	£938	£0	
General	£20,563	£0	
Allotments	£60	£120	
Asset maintenance	£ 8041 (Earmarked £1092 basket ball surface maintenance)	£0	
Asset acquisition	£13,160 (Earmarked : Community Speed Watch £1,007)	£0	
Icepits Wood	£10,091	£700	
S106 Funds	£14,676	£0	
Total reserves	£79,274	£13,103 (Amount spent from reserves in financial year 2021/22)	
10.5	<p>As the Parish Council is Custodian Trustee for the Village Hall, 2 of the trustees are members of the Parish Council, Maggie Dunn and Peter Fisk. The Charities annual return is up to date. Councillors are reminded to update their Register of Members Interests form.</p> <p>The appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2022-23 is £8.82. This is the amount as a result from increasing the amount of £8.41 for 2021-2022 by the percentage increase in the retail index between September 2020 and September 2021, in accordance with Schedule 12B to the 1072 Act.</p>		
10.6	<p>e) Councillors had been provided with a list of payments and receipts for the audit year to date. There were no questions.</p> <p>f) Quotes for the School Lane/Downing Drive link footpath planting scheme are expected soon and will be discussed at March's meeting.</p>		

<u>10.7</u>	g) The A4 copy of the new look Spring newsletter is on-track fore delivery at the end of March. The Council resolved to print the cover and back page in colour and the inside in black and white. Proposed Councillor Gwyn James, seconded Councillor Peter Fisk, unanimous decision. The advertising policy will be reviewed in March. Councillors chose the entry for the front cover from pictures drawn by the school children.	LH
<u>10.8</u>	h) The council discussed using Cloud Next as the Registrar for their .gov.uk domain name. Further discussions will take place at the next meeting.	
<u>10.9</u>	i) Councillor Maggie Dunn proposed that a Gt Barton Jubilee mug is given to every child in the village under 16 up to a value of £1,000. This was seconded by Councillor Peter Fisk, unanimous decision. The power to pay is the Local Government Act S.137. Events planned for the celebrations include a coffee morning, watching Trooping of the Colour and the concert on the big screen, a Jubilee breakfast, Tea Dance, the big street party on the playing field with games. A resident asked if a Jubilee edition of the newsletter could be published early to be delivered at the beginning of May. Councillor Maggie Dunn will liaise with the newsletter editor.	MD
<u>10.11</u>	j) Councillors will discuss the purchase of a 2 nd Vehicle Activated Sign once all quotes have been received. There was also a discussion on moving the existing sign more frequently and the manpower to do this.	LH
<u>10.12</u>	k) There was a discussion on whether the village needed a second defibrillator. Councillor Maggie Dunn will contact a resident regarding a talk at the Annual Parish Meeting.	MD
<u>10.13</u>	l) The quote for the village entrance gates will be discussed following the meeting with Highways.	MD
<u>10.14</u>	m) The insurance company have not yet responded regarding the claim for damaged playground equipment.	
<u>10.15</u>	n) The quotes for newsletter printing had been discussed under item 10 (f).	
<u>11.0</u>	<p><u>Council to consider updating the thresholds for public procurement in their Financial Regulations</u></p> <p>Councillor Maggie Dunn proposed changing the footnote for item 11 relating to contracts in the Council’s Financial Regulations by updating the thresholds for public procurement. Seconded Councillor Peter Fisk, unanimous decision.</p>	
<u>12.0</u>	<p><u>Chairman and Councillors reports</u></p> <p>There were no further reports.</p>	
<u>13.0</u>	<p><u>Consider the gift of land for a community woodland</u></p> <p>A letter had been received from the solicitor for the will of Betty Schofield, offering the Council a cash alternative of £15,000 in lieu of the gift of 3-4 acres of land for a community woodland. Councillor Maggie Dunn proposed that the Council refuse the cash alternative for the land and pursue a piece of land for a community woodland in the village. Seconded Councillor Peter Fisk, unanimous decision.</p>	LH
<u>14.0</u>	<p><u>3 yearly Icepits Wood Inspection</u></p> <p>Information had been received from the National Tree Safety Group relating to the common-sense management of trees. It was agreed that the wood should be zoned. The Clerk has approached Suffolk County Council for their advice. A tree has fallen across the footpath following storms. The Council’s insurance company had confirmed “At this time our panel of insurers have not imposed any specific requirements regarding the management of trees. The Policy Condition requiring reasonable precautions to be taken to reduce the risk of injury or damage arising remains the key consideration. “</p>	LH

<u>15.0</u>	<p><u>Consider speakers and format for the Annual Parish Meeting</u> Councillor Gwyn James has contacted the TPO officer from West Suffolk Council. Councillor Maggie Dunn will contact the deputy Lord Lieutenant for Suffolk and a resident regarding the defibrillator. The villages plans for the jubilee will be promoted.</p>	MD
<u>16.0</u>	<p><u>Ownership of Maple Green</u> This was discussed under the public session.</p>	LH
<u>17.0</u>	<p><u>Consider the costs for rerouting the Green Lane footpath</u> Councillor Maggie Dunn will arrange a meeting to discuss the costs with West Suffolk Council and the land owners.</p>	MD
<u>18.0</u>	<p><u>Correspondence received (not covered under any other items)</u> No further correspondence had been received.</p>	
<u>19.0</u>	<p><u>Items to be carried forward to next meeting</u> The lease between the Parish Council and the Allotment Association does not specify any details regarding the renting of allotments. Councillor Maggie Dunn will contact the Allotment Association. The issue of a damaged tree on the playing field adjacent to Cox Lane was raised. There was a discussion on whether Cox Lane could be stopped up. The clerk will provide information from Havebury Housing (who own the lane)), relating to a previous request.</p>	
<u>20.0</u>	<p><u>Closing public session</u> No further items were raised.</p>	
<u>21.0</u>	<p><u>Date of next meeting</u> The next meeting will be held on Monday 21st March 2022. There being no further business the meeting finished at 9.40 pm.</p>	
<p>.....Sign & Date</p>		
<p>.....Print name</p>		
<p>CHAIRMAN</p>		
<p>Signed as confirmation that they are a true record.</p>		

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