

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL MEETING ON MONDAY
20th JUNE 2022 COMMENCING AT 7.30 PM**

<u>Item</u>						
	<p>Councillor Maggie Dunn chaired the Council meeting along with Councillors Matthew Parker, Gwyn James, Andy Baker, Steve Todd and David Clarke.</p> <p>Minutes formed from notes taken by Councillor Gwyn James.</p>					
<u>1.0</u>	<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 the Clerk and Councillor Peter Fisk .</p>					
<u>2.0</u>	<p><u>To receive members declarations of interests</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> <p>A vote of thanks was given to the Jubilee committee. The residents were very pleased with the events held in the village. This was because of the volunteers, good communication and grant funding.</p> <p>It was confirmed that ownership of the new Downing Drive/School Lane link footpath will be transferred to West Suffolk Council, who will maintain it. Councillor Sarah Broughton and Councillor Rebecca Hopfensperger confirmed that the planting around the footpath can be carried out by the Parish Council in the Autumn. Maple Green will be owned and maintained by the Maple Green Management Company Ltd.</p> <p>A member of the public raised again the issue of low flying aircraft from Rougham Airfield causing a nuisance early in the morning and later in the evening. Councillor Maggie Dunn has contacted the Civil Aviation Authority but they were unable to help. The planning permission conditions will be checked.</p>	MD				
<u>4.0</u>	<p><u>To receive a report from County Councillor Rebecca Hopfensperger</u></p> <p>The Clerk has the link to apply for the licence for the village gates.</p> <p>Councillor Rebecca Hopfensperger will continue to chase information from Suffolk County Council relating to the 3 year maintenance regime for Icepits Wood.</p> <p>Details of the ownership and maintenance of Mill Road ditch are still awaited.</p> <p>Details of the design for the Livermere Road bus shelter are still awaited.</p> <p>We are still awaiting the signing off of new rules, to allow work to skirt back encroaching vegetation on the A143.</p> <p>A resident using a double buggy cannot get through the chicane next to the Church Institute. Councillor Maggie Dunn will follow up the request to close School Road for 45 minutes at school drop-off and pick-up times.</p>	LJH RH RH RH RH				
<u>5.0</u>	<p><u>To receive a report from Borough Councillor Sarah Broughton</u></p> <p>Councillor Sarah Broughton gave an update from West Suffolk Council.</p>	MD				
<u>6.0</u>	<p><u>To sign the minutes of the Council meeting on Monday 16th May 2022 to stand as an accurate record of the meeting</u></p> <p>Councillor Matthew Parker proposed acceptance of the minutes of the Council meeting on 16th May 2022 to stand as an accurate record of the meeting. Seconded Councillor Andrew Baker, unanimous decision from those present at the meeting.</p>					
<u>7.0</u>	<p><u>The following items from the actions list were updated:</u></p> <table border="1"> <tbody> <tr> <td>Maggie Dunn</td> <td>Can an unlicensed airfield act as a training school? – Rougham airfield – Maggie will contact West Suffolk Council planning enforcement</td> </tr> <tr> <td></td> <td>Request for extra land to extend the playground from the village hall management committee – Councillor Steve Todd to put</td> </tr> </tbody> </table>	Maggie Dunn	Can an unlicensed airfield act as a training school? – Rougham airfield – Maggie will contact West Suffolk Council planning enforcement		Request for extra land to extend the playground from the village hall management committee – Councillor Steve Todd to put	
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	together a proposal to be approved by the Council and then discussed with the Village Hall Management Committee.																					
	Update from Royal Mail on keeping the heritage letter box – no update received.																					
	Update on progressing the re-routing of the Green Lane footpath – No update received. Councillor Maggie Dunn will continue to chase.																					
	Overgrown vegetation – Councillor Rebecca Hopfensperger advised the Parish Council to ask local volunteers to cut back small amounts of vegetation. Small jobs can be carried out without chapter 8 training.																					
Linda Harley	The base for the bench by the allotments has been laid. The bench will be in place in the next few weeks.																					
Peter Fisk	Quote for mending 1 bench and sanding down and re-staining the 2 wooden/concrete benches on the village hall playing field – awaiting quote.																					
David Clarke	Storage capacity of Cloud Next and other registrars – To be discussed with new Clerk once in the role.																					
8.0	<p>Planning</p> <p>(i) The Council signed the planning committee meeting minutes of 13/6/2022 as an accurate record of the meeting. Proposed Councillor Andy Baker, seconded Councillor Matthew Parker, unanimous decision.</p> <p>(ii) The following planning applications had been approved by West Suffolk Council:</p> <table border="1"> <thead> <tr> <th>Property</th> <th>Reference</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Two Oaks, East Barton Road</td> <td>DC/22/0292/HH</td> <td>Single storey detached annexe</td> </tr> <tr> <td>Follands, The Park</td> <td>DC/22/0458/HH</td> <td>2 Dormers to front elevation</td> </tr> <tr> <td>The Cubs, 7 Woodland Place</td> <td>DC/22/0393/HH</td> <td>Single storey rear extension to form structure to an internal Hydropool with Shower/Changing room together with associated Plant Room</td> </tr> <tr> <td>Land adjacent to Primary School, School Road</td> <td>DC/22/0495/RM</td> <td>Reserved matters application - (a) submission of details under DC/20/1719/OUT - means of access, appearance, landscaping, layout and scale for plot two (b) discharge of conditions 5 (access), 6 (visibility), 7 (archaeological work), 8 (site investigation), 9 (tree protection) 11 (boundary treatments), 17 (Land contamination) and 18 (verification report)</td> </tr> <tr> <td>31 Diomed Drive</td> <td>DC/22/0463/TPO</td> <td>2 Beech - crown raise to 4.5 metres above ground level</td> </tr> </tbody> </table> <p>The following application was withdrawn:</p> <table border="1"> <tbody> <tr> <td>Rawlins, School Lane</td> <td>DC/22/0541/TPO</td> <td>TPO 370 (1974) tree preservation order - two Conifers reduce height by eight metres</td> </tr> </tbody> </table>	Property	Reference	Details	Two Oaks, East Barton Road	DC/22/0292/HH	Single storey detached annexe	Follands, The Park	DC/22/0458/HH	2 Dormers to front elevation	The Cubs, 7 Woodland Place	DC/22/0393/HH	Single storey rear extension to form structure to an internal Hydropool with Shower/Changing room together with associated Plant Room	Land adjacent to Primary School, School Road	DC/22/0495/RM	Reserved matters application - (a) submission of details under DC/20/1719/OUT - means of access, appearance, landscaping, layout and scale for plot two (b) discharge of conditions 5 (access), 6 (visibility), 7 (archaeological work), 8 (site investigation), 9 (tree protection) 11 (boundary treatments), 17 (Land contamination) and 18 (verification report)	31 Diomed Drive	DC/22/0463/TPO	2 Beech - crown raise to 4.5 metres above ground level	Rawlins, School Lane	DC/22/0541/TPO	TPO 370 (1974) tree preservation order - two Conifers reduce height by eight metres
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9.1	<p>FINANCE: Council to consider –</p> <p>(a) The Council resolved to pay the following accounts: Proposed Councillor Maggie Dunn, seconded Councillor Andy Baker , unanimous decision.</p>																					

PAYEE	DETAILS	INVOICE TOTAL	VAT	*POWER TO PAY
L J Harley	Clerks Salary	£ 999.96		1
HMRC	PAYE & NICS	£ 70.38		1
NEST	Clerk Pension	£ 36.68		1
Criterion Ices Ltd	Ice cream for Jubilee events	£ 215.92	£35.99	2
Trevor Brown	Internal Audit	£ 220.00		1
RL and J Stone	Expenses from Jubilee Coffee Morning	£ 235.88		2
D Bilverstone	Items for Jubilee events	£ 90.73		2
Brenda Turner	Luncheon Club Jubilee breakfast expenses	£ 267.27		2
Jean Campbell	Items for Jubilee events	£51.12		2
Peter Turner	Items for Jubilee events	£158.57		2
G James	Plants for School Lane/Downing Drive footpath	£127.30	£ -	3
Parish On-Line	Mapping service	£180.00	£ 30.00	3
Clare Veal	Maintenance garden under village sign	£54.00		3
Gt Barton Thanksgiving Fund	Hall hire May	£34.00		3
Linda Harley Clerk	Expenses	£233.59	£ 18.92	3
	Total payments June	£ 2,975.40	£ 84.91	

*Power to pay:

1.	Local Government Act 1972 S.112
2.	Local Government Act 1972 s.137
3.	Local Government Act 1972 S.111
5.	Public Health Act 1875 s.164
7.	Local Government Act 1972 S.142
8.	Litter Act 1983 ss. 5,6

9.2

(b) The Financial report from the Responsible Financial Officer including details of reserve budgets and spending against them had been circulated. There were no questions. Bank balances as at 31/5/22:

Unity trust Current Account	£44,989.83
Unity Trust Savings Account	£65,017.27
Total balances	£110,007.10
Credits – newsletter advertising	£0
Other Credits received	£781

Payments made under S137		£983.50
RESERVES	BALANCE	NET AMOUNT SPENT YTD 2022-2023 Financial year
Small Projects	£12,526 Earmarked: £272 School Lane footpath re-planting, -£44 maintenance of garden under village sign, Anchor cover for Little Hamlet £200, K Trevitt memorial £700, Jubilee mugs £219, Legal fees to extend Green Lane footpath £1000, Vehicle Activated Sign £2250) Total earmarks £4597	£2989
Jubilee	-£148	1061
Youth Project	£938	
General	£20,563	
Allotments	£0	
Asset maintenance	£ 9,674	
Asset acquisition	£15,160 (Earmarked : Community Speed Watch £500)	
Icepits Wood	£11,682	
S106 Funds	£14,676	
Total reserves	£85,071	£4051
<u>9.3</u>	(c) The events to celebrate the Queens Platinum Jubilee in Gt Barton were very well received.	
<u>9.4</u>	(d) Councillor Gwyn James proposed an additional amount towards the Jubilee events of £148.43. This was seconded by Councillor Andy Baker, unanimous decision. This amount will be taken from the Small Projects Reserve.	
<u>9.5</u>	(e) Following recommendations by the internal auditor, the Financial Regulations relating to payments made electronically were updated. Proposed Councillor Gwyn James, seconded Councillor Andy Baker, unanimous decision.	
<u>9.6</u>	(f) The item to discuss the budget for the garden under the village sign will be carried forward to July's meeting.	
<u>9.7</u>	(g) The Council resolved to pay the cost for advertising the Clerk's role with Indeed of £51.00. Proposed Councillor Gwyn James, seconded Councillor Andy Baker, unanimous decision.	
<u>9.8</u>	(h) The Council resolved to engage Ashton's Legal as their legal representative in relation to the Triangle Development, up to £1,500.00. Proposed Councillor Matthew Parker, seconded Councillor Maggie Dunn, unanimous decision. An agenda item will be	

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	<p>added for July to propose setting up a reserve of £10,000 to pay for legal fees in 2022, if required.</p> <p><u>10.0 Councillors Reports</u></p> <p><u>10.1</u> Councillor Maggie Dunn will continue discussions with West Suffolk Council relating to the N E Development.</p> <p><u>11.0 Council to adopt the new Model Code of Conduct</u> The Council resolved to adopt the new Model Code of Conduct. Proposed Councillor Matthew Parker, seconded Councillor Gwyn James, unanimous decision.</p> <p><u>12.0 Update on proposed Development Brief for the Triangle</u> See item 9.8.</p> <p><u>13.0 Council’s Response to West Suffolk Council’s Local Plan</u> The Council supported West Suffolk Council’s new Local Plan.</p> <p><u>14.0 Correspondence</u> No further items of correspondence had been received.</p> <p><u>15.0 Closing Public Session</u> An update was given on the Community Speedwatch scheme– 9 volunteers have been approved. The next steps are 1) on-line training, 2) in person training & equipment provision, 3) agreement of monitoring sites.</p> <p><u>16.0 Items to be carried forward to next meeting</u> There were no further items to be carried forward.</p> <p><u>17.0 Date of next meeting</u> The next meeting will be held on Monday 18th July 2022 at 7.30pm.</p> <p>There being no further business the meeting finished at 10.00 pm.</p> <p>.....Sign & Date</p> <p>.....Print name</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>	MD
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