

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON WEDNESDAY 31<sup>ST</sup>  
MARCH 2022 COMMENCING AT 7.30 PM**

<b><u>Item</u></b>	<p><b>This meeting was originally scheduled for 17<sup>th</sup> March 2022 but was postponed. Councillor Maggie Dunn chaired the Council meeting along with Councillors Peter Fisk, Matthew Parker, Gwyn James, Andy Baker, David Clarke and Steve Todd. 5 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> 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 Councillor Sarah Broughton.</p>	
<b><u>2.0</u></b>	<p><b><u>To receive members declarations of interest</u></b> 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> Thanks were given to the Parish Council for arranging for Mill Road footpath to be swept. The Council discussed the chicane on the footpath by the Church Institute. Some buggies are unable to negotiate through. A device to slow cycles down before they reach the Church Institute door and the footpath/A143 is still needed. It is unclear who is responsible for the chicane.</p>	
<b><u>4.0</u></b>	<p><b><u>To receive County Councillors report</u></b> Councillor Rebecca Hopfensperger reported that information to support refugees is available on Suffolk County Council’s website. Suffolk County Council have passed a motion condemning President Putin and his actions. The walk around with the village with Matt Fox, the representative from Suffolk County Council’s Highways was very useful and has kickstarted some projects including the drainage repair work on Livermere Road; The flooding outside the village hall will also be looked into; Work on the drains/manhole covers on the A143 will need traffic lights. Councillor Rebecca Hopfensperger will send through information which will explain the process to residents. Rights of Way have been contacted regarding the tree blocking the footpath between The Park and The Coppice, to request that work is carried out urgently to cut a path through. Information for the 3 yearly inspection of Icepits Wood has been referred to Gary Battell at Suffolk County Council. A request has been made to West Suffolk Council to remove the debris in the ditch, along Mill Road. Investigations are also being carried out through Suffolk County Council’s legal department re ownership of the ditch and the maintenance responsibility. A thank you letter had been received from the School for grants from Councillors Sarah Broughton and Rebecca Hopfensperger and the Parish Council, which enabled them to buy a greenhouse for their kitchen garden. Suffolk County Council will be in contact to arrange a date to discuss the Triangle development. Councillor Rebecca Hopfensperger will look into how the planning application from Berkeley Homes for the North East Development is progressing.</p>	<p>RH RH RH RH</p>
<b><u>5.0</u></b>	<p><b><u>To received Borough Councillors Report</u></b> Councillor Sarah Broughton had sent her apologies and reported that Rougham airfield pre-dates planning applications i.e. It has established rights. It runs as an unlicensed airfield and as such comes under the CAA operating practices at Unlicensed Aerodromes. In 2010 the ACC announced that flying/training would be allowed to take place at unlicensed aerodromes. Events come under the 28 day rule. The Parish Council queried whether an unlicensed airfield can act as a training school. Councillor Maggie Dunn will look into this.</p>	<p>MD</p>

	<p>The West Suffolk preferred local plan will be subject to public consultation from 26/5 to 27/7/22. Members of the Neighbourhood Plan group and Councillors will attend a meeting to discuss the content of the plan and how it relates to Gt Barton's Neighbourhood Plan.</p> <p><b><u>6.0 Updated action points following the village walk with Suffolk County Council Highways</u></b> Some items have been mentioned under item 4. The following items were raised:</p> <ul style="list-style-type: none"> <li>• It was confirmed that Suffolk County Council has had no budget for skirting back footpaths for the last few years however, it has been written into V3 of the Highways Maintenance Operational Plan, which will start from April 2022.</li> <li>• Before a new weight restriction can be put on a road, a feasibility study must be carried out. These cost in the region of £10k! There is no guarantee that a weight limit will be added after the study.</li> <li>• Mill Road – Councillor Rebecca Hopfensperger has offered to pay for the village gates on Mill Road and associated costs. A speed check using 'rumble strips' could be commissioned if necessary, which would cost in the region of £300. A licence is needed for any village gates but once a licence has been granted, it applies for the whole village. Information to apply for the licence will be sent to the Clerk. The gates must be within a 30 mph speed limit. On Mill Road they would need to be the slimline model (2 ft) as a 500mm clearance from the edge of the highway is needed. A chicane painted on the road requires a survey costing £150. The markings cost around £400. The gulleys which should be draining into the ditch (between 3 Oaks and the Livermere Road/Mill Road crossroads) are blocked and these are being looked into. The drainage issues between Conyers Way and Mill Road are being investigated. West Suffolk Council have the power to contact residents who tip trees/garden waste into ditches.</li> <li>• Details of the structure for the Livermere Road bus shelter are expected soon.</li> </ul> <p><b><u>7.0 Conyers Green – Results from consultation with residents</u></b> The residents of Conyers Green were consulted on the erosion of the corner of the green and the measures put in place to alleviate this (the laurel bush). The majority of residents (5 out of 6 who responded), were happy with the position of the Laurel bush, agreed it needed some protection from Muntjacs and didn't feel more plants should be added unless a deer proof one replaced the Laurel.</p> <p>Concerns were raised following vans backing out of Conyers Green onto Mill Road.</p> <p><b><u>8.0 To sign the minutes of the Council meeting on Monday 21<sup>st</sup> February 2022 to stand as an accurate record of the meeting</u></b> Councillor Maggie Dunn proposed acceptance of the minutes of the Council meeting on 21<sup>st</sup> February 2022 to stand as an accurate record of the meeting. Seconded Councillor Gwyn James, unanimous decision.</p> <p><b><u>9.0 To Review the actions list</u></b> Actions list: M Dunn – The request for extra land to extend the playground will be raised at the next Village Hall meeting; There has been no response from the Post Office regarding keeping the heritage letter box; the footpath cutting map has been reviewed. Councillor Dunn is in contact with Suffolk County Council Highways regarding re-routing footpath 21 at Green Lane.</p> <p><b><u>10.0 Planning – (i) Council to sign the planning committee meeting minutes of 14<sup>th</sup> March 2022 as an accurate record of the meeting (ii) Council to consider the completed planning applications from West Suffolk Council</u></b></p> <p><b><u>10.1</u></b> (i) The planning committee meeting minutes of 14/3/22 were signed as an accurate record of the meeting. Proposed Councillor Andy Baker, seconded Councillor Peter Fisk, unanimous decision from those present.</p>	<p>LJH</p> <p>RH</p>
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<b>10.2</b>	(ii) A list of completed planning applications had been circulated. West Suffolk Council had agreed the following applications:																																																			
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<b>11.0</b>	<b>FINANCE: Council to consider –</b>	LJH																																																		
<b>11.1</b>	(a) The Council resolved to pay the following accounts: Proposed Councillor Gwyn James, seconded Councillor Maggie Dunn, unanimous decision.																																																			
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<b>11.2</b>	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. Following a full inspection of the council's assets, the Clerk produced a report showing which items needed attention: The grit bin at the Fornham Road/The Avenue junction needs replacing. The clerk will review the location of the spare bin; pedal on dog bin next to village needs repairing; Football posts next to the Scout hut – rust needs treating																																																			

and post repainting; Tiled edging needs repairing and barge boards painting on concrete bus shelter, roof needs clearing of moss and guttering cleaning. The Clerk will obtain a quote for these works. Councillor Gwyn James offered to clean the village sign, fill in the gap around the edge of the basketball surface with soil and measure for a new basketball net; Councillor Peter Fisk will obtain a quote for mending the concrete/wooden bench on the Village Hall Playing Field and having both benches re-stained.

Bank balances as at 28/2/22:

<b>Unity trust Current Account</b>	£18,435.96
<b>Unity Trust Savings Account</b>	£65,000.00
<b>Total balances</b>	£83,435.96
<b>Credits – newsletter advertising</b>	£538.50
<b>Other Credits received</b>	£500 – contribution towards School Lane/Downing Drive link footpath from Councillor Rebecca Hopfensperger £2.26 interest Nat West Business Reserve account July – September 2021
<b>Payments made under S137*</b>	£0

<b>RESERVES</b>	<b>BALANCE</b>	<b>NET AMOUNT SPENT YTD 2021-22 Financial year</b>
Small Projects	£12,815 Earmarked: £300 School Lane footpath re-planting, £10 maintenance of garden under village sign, Dog/waste bins £850, Anchor cover for Little Hamlet £200, K Trevitt memorial £700, Jubilee mugs 1000) Total earmarks £3,060)	£13,141 (credit £3736 from Neighbourhood Plan reserve )
Youth Project	£938	£0
General	£20,563	£0
Allotments	£60	£120
Asset maintenance	£ 7,674 (Earmarked £1092 basket ball surface maintenance)	£368
Asset acquisition	£13,160 (Earmarked : Community Speed Watch £1,007)	£0
Icepits Wood	£10,091	£700

G J

PF

	S106 Funds	£14,676	£0	
	Total reserves	£79,977	£13,103 (Amount spent from reserves in financial year 2021/22)	
	A VAT reclaim of £851.93 to 31/3/22 has been made.			
<u>11.3</u>	(c) The Council discussed the registrar 'Cloud Next' for their .gov.uk emails. Questions were raised around the amount of storage available. Councillor David Clarke and the Clerk will look into this.			DC/ LJH
<u>11.4</u>	(d) Councillor Maggie Dunn proposed ordering flags for the Queen's Jubilee and the Suffolk Torch Relay. This was seconded by Councillor Peter Fisk. Unanimous decision. Funds to be taken from the Jubilee Reserve. Budget of £60 set.			LJH
<u>11.5</u>	(e) Councillor Maggie Dunn proposed setting up a Jubilee Reserve to hold the funds received from Councillors Broughton and Hopfensperger. Seconded Councillor Steve Todd, unanimous decision.			LJH
<u>11.6</u>	(f) The Council discussed the many types of portable speed signs available to purchase. Councillor Gwyn James will produce a comparison for the next meeting. The Clerk will contact the police to request speed checks in the village.			GJ
<u>11.7</u>	(g) The insurance company are waiting for the report from Playdale on the broken equipment on the playground.			
<u>11.8</u>	(h) Councillor Maggie Dunn proposed a donation of £50 towards the talking newspaper which some residents use, St Edmundsbury Newstalk. Seconded Councillor Peter Fisk, unanimous decision. This will be taken from the small projects reserve with the Power of the Local Government Act S137.			LJH
<u>11.9</u>	(i) Councillor Gwyn James proposed increasing the amount for the School Lane/Downing Drive link footpath planting to £400, seconded Councillor Maggie Dunn, unanimous decision. Following various expensive quotes, it was decided that the planting will be done by the Councillors.			
<u>11.10</u>	(j) Councillor Maggie Dunn proposed accepting the National Joint Council for Local Government Services pay award of 1.75% backdated to 1 <sup>st</sup> April 2021 for the Clerk's salary. Seconded Councillor Andy Baker, unanimous decision.			LJH
<u>11.11</u>	(k) Councillor Maggie Dunn proposed a budget of £50 for litter pick refreshments. Seconded Councillor Gwyn James, unanimous decision.			LJH
<u>12.0</u>	<b><u>Council to consider the Clerk's request to carry forward 1 weeks holiday to 2022-23</u></b> Councillor Matthew Parker proposed that the Clerk be allowed to carry forward 1 weeks holiday to the next financial year 2022-23. Seconded Councillor Gwyn James, unanimous decision.			LJH
<u>13.0</u>	<b><u>Basketball edging work</u></b> Councillor Gwyn James will fill the gap between the basketball edging and the wooden frame with soil.			GJ
<u>14.0</u>	<b><u>Conifer Trees encroaching onto the A143</u></b>			LJH

<u>15.0</u>	The Council asked the Clerk to write to the occupier of the house close to the petrol station where large Conifer trees are encroaching onto the pavement, to ask them to be cut back.	LJH
<u>16.0</u>	<p><b><u>Newsletter Advertising Policy</u></b></p> <p>Councillor Andy Baker proposed accepting the new newsletter advertising policy. Seconded by Councillor Gwyn James, unanimous decision. The Clerk will include this on the website and send to all advertisers.</p> <p><b><u>Chairman and Councillors reports</u></b></p>	
<u>17.0</u>	There were no further reports from Councillors. The clerk will contact Stanton Parish Council to investigate the circumstances that led to the change in the speed limit through part of their village from 40 to 30mph.	
<u>18.0</u>	<p><b><u>Spring and Jubilee newsletter updates</u></b></p> <p>The 'new look' edition of the Spring newsletter looked very impressive and lots of positive comments had been received. The Clerk confirmed that the printing costs for the year 2022-23 should be mainly covered by the precepted amount of £2080 and the advertising income of approximately £900.00.</p>	
<u>19.0</u>	<p>The Council agreed that there is no charge for the small advert the volunteer editor put in the newsletter.</p> <p><b><u>Tree Project</u></b></p> <p>Councillor Gwyn James is liaising with the tree officer at West Suffolk Council. Pictures will be taken of trees in the village with significant public amenity and it will be noted if they have Tree Protection Orders on them. A representative from West Suffolk Council will attend the Annual Parish Meeting to talk about trees.</p>	
<u>20.0</u>	<p><b><u>Nominating a Community Champion for the Suffolk Jubilee Torch Relay</u></b></p> <p>Councillor Maggie Dunn nominated Councillor Peter Fisk and Peter Turner for their many years of hard work for the community. Everyone was happy with these nominations.</p>	
<u>21.0</u>	<p><b><u>Removal of the Post Office notice board</u></b></p> <p>The notice board on the Post Office wall has been removed as the wall has been repointed. The notice board will be destroyed and removed from the asset register.</p> <p>There was a discussion on where to site a new, possibly free standing, notice board. This will be discussed again in June when it is hoped the new letter box on East Barton Road may have been installed.</p>	L JH
<u>22.0</u>	<p><b><u>Update on Annual Parish Meeting</u></b></p> <p>Volunteers will be sought to meet and greet and make the refreshments for the Annual Parish Meeting.</p>	LJH
<u>23.0</u>	<p><b><u>Update on meeting to discuss re-routing the Green Lane footpath</u></b></p> <p>Councillor Maggie Dunn has been in contact with Suffolk County Council at Rougham.</p>	
<u>24.0</u>	<p><b><u>Correspondence received (not covered under any other items)</u></b></p> <p>No further correspondence had been received.</p>	
<u>25.0</u>	<p><b><u>Items to be carried forward to next meeting</u></b></p> <p>There were no further items to be carried forward.</p> <p><b><u>Closing public session</u></b></p>	
<u>26.0</u>	<p>The Laurel bush will be left at Conyers Green and residents will tidy up the road around it. The Jubilee committee meeting on 13/4 is an open meeting.</p>	LJH

The Clerk will contact the Parish Council's insurers to see if it will cover Jubilee events organised by village groups.

**Date of next meeting**

The next meeting will be held on Monday 25<sup>th</sup> April 2022 at 6.30pm followed by the Annual Parish Meeting at 7.30pm.

There being no further business the meeting finished at 9.40 pm.

.....Sign & Date

.....Print name

CHAIRMAN

Signed as confirmation that they are a true record.

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